

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
September 17, 2014**

Members present: Chairman Linda Murray, Vice-Chairman Sarah Silk, Dave Bowers, Dave Senecal and Brad Harriman.

Members absent: None.

Staff present: Acting Town Manager Rob Houseman, Finance Director Pete Chamberlin, Public Works Director Dave Ford, Director of the Municipal Electric Department Barry Muccio and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session

Chairman Murray stated a non-public session is needed to discuss litigation and personnel.

Consideration of Minutes

➤ **9/3/14**

Chairman Murray amended page five, under item E to add; “daily” before rates (non-residents) in the second paragraph. She also amended page eight, under Committee Reports, the third bullet to amend the third sentence as follows; “She stated they have already started to draw down Lake Wentworth and Crescent Lake by opening the dam. The dam will be closed prior to chemical treatment.”

Member Sarah Silk moved the Wolfeboro Board of Selectmen approve the minutes of the September 3, 2014 meeting as amended. Brad Harriman seconded. Members voted and being all others in favor, the motion passed.

Public Input

None.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated September 12, 2014
2. Manifest dated September 19, 2014

B. Property Tax Abatements/Refunds

Approvals

- i. Abatement/Refund #12 (2014) Tax Map 99-3, Lot 4-19

- ii. Abatement/Refund #26 (2012) Tax Map 251, Lot 23

C. MS-1 Forms

- i. Summary of Inventory of Valuation of Town of Wolfeboro
- ii. Summary of Inventory for Lower Beech Pond District Village

D. Vouchers to Trustees of Trust Funds-Milfoil Eradication-\$2,300

It was moved by Dave Senecal and seconded by Sarah Silk to accept the Bulk Vote items A-D. Members voted and being none opposed, the motion passed.

Appointments

A. Alternate Members of the Trustee of Trust Funds

Dick Shurtleff, member of the Trustees of Trust Funds, addressed the Board to introduce proposed alternates Barbara Lobdell and David Raser. Both candidates stated they look forward to serving.

It was moved by Sarah Silk and seconded by Dave Bowers to appoint Barbara Lobdell and David Raser as alternate members to the Trustees of Trust Funds for a term through July 31, 2015. Members voted and being none opposed, the motion passed.

B. Transportation Advisory Committee (TAC) Members

Mr. Houseman explained that he and Mr. Ford have served as members on the TAC Committee in the past and are up for reappointment. He noted the major function of this Committee is to review the 10 year transportation plan with the Lakes Region Planning Commission.

It was moved by Sarah Silk and seconded by Brad Harriman to appoint Dave Ford and Rob Houseman to 2-year terms on the Transportation Advisory Committee of the Lakes Region Planning Commission. Members voted and being none opposed, the motion passed.

C. Deputy Forest Fire Warden

Chairman Murray stated that all Fire Fighters are appointed Deputy Forest Fire Wardens and Chad Foss is the newest Fire Fighter who needs to be appointed. She noted that Mr. Foss is from the community with family who has served previously on the Fire Department.

It was moved by Sarah Silk and seconded by Brad Harriman to approve the appointment of Chad Foss as Deputy Forest Fire Warden. Members voted and being none opposed, the motion passed.

New Business

A. Temporary Electric Rate Adjustment.

Barry Muccio addressed the Board to explain that the Town has received a rebate check from RGGI in the amount of \$35,240.58 which needs to be used to reimburse the rate payers. He explained the rebate will be applied to the rate payer's electric bills in the form of a rate reduction effective October to December in the amount of 2/10th of a cent.

Ms. Silk thanked Mr. Muccio for all the hard work his department does.

It was moved by Dave Bowers and seconded by Sarah Silk to approve a temporary adjustment to the electric rates for the last three months of 2014 by reducing the rates from \$.0938/kwh to \$.0917/kwh across all rate classifications. Members voted and being none opposed, the motion passed.

B. Monthly Budget and Expenditure Report

Pete Chamberlin addressed the Board and stated the expended-to-date as of the end of August 2014 is as follows: General Fund 63.349%, Water Fund 77.439%; Electric Fund 63.097%; Sewer Fund 96.470% and Pop Whalen Fund 62.580%, with the overall expended-to-date at 67.374%. He noted that the Highway and Streets budget has begun to level off due to the gas prices.

Chairman Murray expressed a concern in machinery & equipment in the Solid Waste budget and she understands that is due to waiting on an insurance check for the new truck. She also noted the Public Works Garage fuel is overspent and questioned if that is due to the new building.

Mr. Chamberlin replied he would have to check on that with Mr. Ford.

Ms. Silk noted the Solid Waste Department does have a new vehicle to replace the one that was in the accident. She stated it is green and painted to promote recycling.

C. 2015 Budget Hearings-Social Service Agency Applications

a. Central NH VNA & Hospice

Betty Coffey, Branch Director, addressed the Board and stated they are requesting the same amount as last year, \$22,000. She noted 26% their services were for Wolfeboro last year.

b. Appalachian Mountain Teen Project

Ray Conner addressed the Board and stated they are requesting the same amount as last year \$2,400. Ms. Conner noted they currently serve 9 Wolfeboro residents.

c. Wolfeboro Area Meals on Wheels

Cheryl Dempsey, Treasurer, addressed the Board and stated they are requesting the same amount as last year, \$9,000. She stated that 76% of the meals are served to Wolfeboro residents and the demand has increased.

d. Wolfeboro Area Children's Center

Linda Murray stepped down.

Susan Whiting, Director, addressed the Board and stated they are requesting reduced funding of \$15,000 and noted they did return \$5,000 to the Town last year that they did not need as it is based on a formula for need.

Ms. Silk stated the Town appreciates that they returned the funds they were not going to use.

e. Tri-County Community Action program

Lisa Hinckley addressed the Board and stated they are requesting level funding of \$ 5,000. She noted 287 Wolfeboro residents were served with \$140,390.19 of funding last year.

Chairman Murray questioned if they had a successful audit last year.

Ms. Hinckley replied they did.

f. Tri-County Community Action-Restorative Justice

Mike Coughlin addressed the Board to discuss the request for \$2,600 for the 26 Wolfeboro residents participating in a program that allows them to make amends on their crimes vs. jail time. It costs \$100 for the Town per youth, but the program actually costs \$465 per youth.

Chairman Murray questioned if this program had been suspended the past as it has been some time since they have received a request for funds.

Ms. Hinckley believes the program was funded by the county in the past few years.

Chairman Murray questioned the decrease in staffing and space overall at Tri-County.

Mr. Coughlin replied yes they have decreased one staff person and use contractors.

g. Carroll County Transit

Jack Rose addressed the Board and stated they are requesting level funding of \$4,000. He noted the door-to-door program operates 4 days a week 8 AM to 5 PM.

Chairman Murray questioned the funding for each of Tri-County's programs.

Ms. Hinckley replied they are all under Tri-County but the programs are funded separately as some of them receive Federal Funds. She noted some towns request they do them all together but Wolfeboro has requested they separate them.

Chairman Murray questioned if there is an updated policy procedure manual.

Ms. Hinckley replied the 2011 manual is currently being updated.

h. L.I.F.E. Ministries, Inc. Food Pantry

Stanley Anderson, President, addressed the Board and stated they are requesting level funding of \$11,000 even though there service has increased dramatically. He noted they are currently serving 335 residents of Wolfeboro.

Chairman Murray questioned if Tuftonboro and Ossipee provide funding.

Mr. Anderson replied Ossipee started providing funding last year.

i. Starting Point

Melissa Coucher addressed the Board and stated they are requesting an increase in their request from last year to \$ 1,876. She stated they served 30 Wolfeboro residents last year and provided 170 services to Wolfeboro.

Ms. Silk questioned the reason for the increase.

Ms. Coucher replied the funds requests are based on formula for services used.

j. Red Cross

The Red Cross had no representative and has requested \$1,500.

k. Kingswood Youth Center

Pam Sweeney, Executive Director, addressed the Board and stated they are requesting level funding of \$5,000. She noted that she will be seeking funding requests from Tuftonboro and Ossipee as well.

Chairman Murray questioned New Durham and Effingham's participation.

Ms. Sweeney replied that will be requesting \$1,500 from New Durham and Effingham has not participated but they are making it a goal to seek funding from them.

l. Medication Bridge

Jack Drinkwater, Coordinator, addressed the Board and stated they are requesting decreased funding in the amount of \$741 based on need and changes due to the affordable care act and clients obtaining jobs.

m. Northern Human Services

Ms. Silk stepped down from discussion on this request.

Jane MacKay, Clinical Director, addressed the Board and stated that they are requesting level funding in the amount of \$7,449. She stated they are providing services for 145 Wolfeboro residents with 663 ½ hours of service.

n. Wolfeboro Senior Center & Meals

Mimi Lisbon addressed the Board and noted they have a 57% increase in meal service and increased cost in food. They are requesting increased funding from \$15,000 to \$20,000.

Chairman Murray noted this is a fabulous program.

Ms. Lisbon noted they have applied for funding from Tuftonboro and Ossipee.

Chairman Murray clarified they have eliminated the funds for a Director but have retained the cook.

o. Caregivers of Southern Carroll County & Vicinity, Inc.

Phil Wasmuth addressed the Board and stated they are requesting level funding of \$ 4,000 to cover mileage reimbursements.

Ms. Silk questioned the funding amounts for Alton, Ossipee and Tuftonboro.

Mr. Wasmuth replied Alton contributes \$2,000, Tuftonboro \$1,000 and Ossipee \$2,500.

p. Dinner Bell

Donna Young, Administrative Assistant for All Saint's Church, addressed the Board and stated they are requesting level funding of \$6,000. She stated they have seen an increase in attendance. She noted some changes to the program with volunteers and a paid cook to provide consistency and safe food preparation.

Chairman Murray agreed a paid cook is a good idea.

q. CASA

Judy Ouellette addressed the Board to request \$500 on behalf of CASA, an organization that appoints volunteer advocates for children in the State. She stated she thanks Wolfeboro for their past support.

Mr. Bowers stated he would like to see an increase in funding to this program.

D. Signage on Pleasant Valley Road

Mr. Ford addressed the Board with regards to a request on an issue with speed on Pleasant Valley Road from the residents. He explained the two mile road only has one sign noting the speed of 30 mph and he would like to add some additional signage including a cautionary corner sign for 20 mph. He also proposes to add some sharrows in the spring.

Ms. Silk questioned the cost of the signs.

Mr. Ford replied that he can purchase these signs within the budget.

Chairman Murray agrees this is an issue on this road and suggested some education about the safety of pedestrians on the road practically with the school children walking the road. She noted that the Board of Selectmen miscellaneous fund could be used to purchase signs as well.

E. DES Update

Mr. Ford stated that the Town met with Paul Hertzler of NH DES with regards to the Town's plan to address the violation of State and Federal laws at the RIB site and to develop a schedule to address this violation. He stated the Town is exploring all ideas including extending a pipeline from Wolfeboro to Gilford and a more cost effective solution of a slow drip system on the current spray site. He stated that there is new technology and the town will explore these ideas in pilot programs before deciding on the solution.

Chairman Murray noted NH DES was very supportive of their ideas as they are still in the process of finalizing the settlement.

F. Letter of Authorization for Transportation Alternatives Program Grant Application

Mr. Houseman explained a grant for two projects in Wolfeboro, one for downtown and another for an underpass in the area of the Nick, has been submitted and he is seeking authorization from the Board of Selectmen. He noted that the matching funding for the Nick project will come from private funds but the Town must seek the grant.

Chairman Murray thanked the staff for seeking out this funding.

It was moved by Sarah Silk and seconded by Dave Bowers to approve authorizing the submittal of grant proposals to the Transportation Alternatives Program for the improvements described in the attached materials, and to authorize the Board's Chairman to sign the letter of authorization on behalf of the Board. Members voted, all in favor, the motion passed.

Old Business

Ms. Silk stated the Town Attorney has confirmed both Victor Drouin/ Green Mountain Realty and Mr. Whalen both who requested Boundary Line Adjustments on Lehner Street, and that their request to make donations to Abenaki Ski Area are allowed and arrangements for that can be made.

Town Manager's Report

Mr. Houseman provided an update on the Town Hall renovation project and that masonry work has begun. The pricing set have been received is out to bid and we should receive a guaranteed not to exceed price within 2 weeks. He stated that they are currently working on the grout shading choice for the exterior of the building.

Committee Reports

Mr. Harriman attended the Friends of the Libby annual meeting. He also attended a work session of the Planning Board.

Mr. Bowers stated he attended the Library Board of Trustees meeting where the Library expansion was discussed. He also thanked the employees who coordinated the Employee Appreciation Day on a job well done.

Chairman Murray stated the chemical treatment for Milfoil was done in Back Bay the week of September 9th. She attended two CIP meetings for Parks and Recreation and Public Works. She attended the Town Hall construction meeting, the Chamber Board meeting and the EDC meeting.

Ms. Silk stated she attended the ceremony promoting Lt. Dean Rondeau to Captain of the Wolfeboro Police Department and the Friends of Abenaki meeting. She stated that September 20th is the next Household Hazardous Waste collection in Wolfeboro (no medications will be accepted).

Public Comment

None.

Questions from the Press

Tom Beeler of the Granite State News questioned if he could get copies of the photos of the masonry cleaning going on at the Town Hall.

Mr. Houseman replied he would forward some to him.

Being no further business before the Board, Chairman Murray entertained a motion to enter non-public session.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to enter non-public session at 7:55 PM to discuss litigation and personnel. Brad Harriman seconded. Roll call vote: Sarah Silk-yes, Dave Senecal-yes, Dave Bowers-yes, Brad Harriman-yes, and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:45 PM.

Chairman Murray stated the non-public session minutes of September 17th, 2014 were sealed by a 2/3rds vote as required by law.

Being no further business before the Board, Chairman Murray entertained a motion to adjourn.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 8:45 PM.
Member Dave Bowers seconded. Being none opposed, the motion passed.**

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary