

**Wolfeboro Board of Selectmen  
Meeting minutes  
Approved  
April 20, 2011**

**Members present:** Chairman Linda Murray, Vice-Chairman Sarah Silk, Dave Senecal, Chuck Storm, and Q. David Bowers.

**Members absent:** None.

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Public Works Director Dave Ford, Director of Planning and Development Rob Houseman, Police Lieutenant Dean Rondeau, Parks and Recreation Director Ethan Hipple and Recording Secretary Amelia Capone-Muccio

Chairman Silk called the meeting to order at 6:30 PM.

**Non-Public Session RSA 91-A: 3II**

Mr. Owen stated a non-public session is needed to discuss litigation.

**Consideration of Minutes**

➤ **April 6, 2011**

Mrs. Murray amended page eight to add the following to the second to the last paragraph from the bottom; the Board agreed to accept his re-appointment. She added the same to page nine, the second paragraph.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the minutes of April 6, 2011 as amended. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

**Public Input**

Buzz White from Point Breeze stated she does not feel the Assessing Department treated them fairly and if others in Wolfeboro were treated the same she suspects they wouldn't be happy. She stated that Pleasant Valley Road is in severe disrepair and she does not feel the \$200,000 allotted to make repairs will be enough to repair it correctly and suggested when they do repair this road they do it correctly with a good base.

**Drug Collection Program Wolfeboro Police Department in collaboration with the DEA**

Lieutenant Dean Rondeau of the Wolfeboro Police Department stated they will be holding a drug turn in program on April 30, 2011 at the Wolfeboro Public Safety Building. He explained this program is to provide an outlet to turn in unwanted or unused prescription medications, no questions asked, to help keep these off the streets. He explained that prescription medication is highly addictive and it is important to keep these medicines from ending up on the streets or in the water supply. He noted that they will hold another collection in the fall and the Lakes Region Household Product Facility also provides three similar collections in June (Wolfeboro), August (Wolfeboro), and September (Alton) in conjunction with the Hazardous Waste Collections. He stated that the Wolfeboro Police Department will accept unwanted medication at anytime.

Chairman Silk pointed out that these programs are important in keeping this medicine off the streets as the statistics state 1 in 5 teens has or is experimented with prescription medication.

### Public Hearings-Temporary Event Permits

- A. North Medford Club to hold the 23<sup>rd</sup> Annual Lake Winnepesaukee Relay Race on September 10, 2011 from 9:00 AM to 3:00 PM starting at the Alton Town Line on Route 28 to the Tuftonboro Town Line on Route 109A.**

Chairman Silk opened the public hearing.

Darlene Hoover joined the Board for discussion and stated this would be their twenty-third annual event and she explained this event starts and ends at Fun Spot. She stated they will be using the Kingswood Regional High School Arts Center parking lot and Pop Whalen parking lot and both locations will have Police detail.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

Mrs. Murray noted the comments on permit request form from the Department Heads not to block access to roads or buildings.

Ms. Hoover stated that the NH DOT permit needs a signature from the Town.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the North Medford Club to hold the 23<sup>rd</sup> Annual Lake Winnepesaukee Relay Race on September 10, 2011 from 9:00 AM to 3:00 PM starting at the Alton Town Line on Route 28 to the Tuftonboro Town Line on Route 109A and to authorize the Town Manager to sign the NH DOT permit. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

- B. Wolfeboro Parks & Recreation Department to hold the National Bike & Walk to work and school event on May 13, 2011 from 6:00 to 10:00 AM at Cate Park and Huggins Hospital parking lot.**

Chairman Silk opened the public hearing.

Ethan Hipple, Director of Parks and Recreation, joined the Board for discussion and stated this annual event is a community effort to compete to get the most people to bike or walk to school or work.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

Mrs. Murray questioned if the event has a rain date.

Mr. Hipple replied this is a rain or shine event.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Parks & Recreation Department to hold the National Bike & Walk to work and school event on May 13, 2011 from 6:00 to 10:00 AM at Cate Park and Huggins Hospital parking lot. Linda Murray seconded. Members voted and being none opposed the motion passed.**

***C. Wolfeboro Parks & Recreation Department to hold Movies in the Park on June 17, July 1, July 15, July 29, August 12, and August 26, 2011 from dusk to 11:00 PM on the Foss Field Soccer Field.***

Chairman Silk opened the public hearing.

Ethan Hipple joined the Board for discussion and they started this event last year and plan to expand the movie dates this year.

Chairman Silk questioned if they have rain dates scheduled.

Mr. Hipple replied the rain date is scheduled for the following Saturday of each date.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Parks & Recreation Department to hold Movies in the Park on June 17, July 1, July 15, July 29, August 12, and August 26, 2011 from dusk to 11:00 PM on the Foss Field Soccer Field. Linda Murray seconded. Members voted and being none opposed the motion passed.**

***D. Wolfeboro Parks & Recreation Department to hold the 4<sup>th</sup> of July Fireworks Show on July 4, 2011 from 6:00 to 10:00 PM at Brewster Academy Athletic Fields.***

Chairman Silk opened the public hearing.

Ethan Hipple joined the Board for discussion and stated that this is the town's annual tradition.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the. Wolfeboro Parks & Recreation Department to hold the 4<sup>th</sup> of July Fireworks Show on July 4, 2011 from 6:00 to 10:00 PM at Brewster Academy Athletic Fields with a rain date of July 5, 2011. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

***E. Wolfeboro Parks & Recreation Department to hold the 20<sup>th</sup> Annual Granite Kid Triathlon on July 16, 2011 from 8:00 AM to 12:00 PM at Brewster Beach.***

Chairman Silk opened the public hearing.

Ethan Hipple joined the Board and explained this is the 20<sup>th</sup> annual event.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Parks & Recreation Department to hold the 20<sup>th</sup> Annual Granite Kid Triathlon on July 16, 2011 from 8:00 AM to 12:00 PM at Brewster Beach. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

***F. Wolfeboro Parks & Recreation Department to hold the 20<sup>th</sup> Annual Turkey Trot Race on November 19, 2011 from 8:00 AM to 1:00 PM beginning and ending at the Railroad Station.***

Chairman Silk opened the public hearing.

Ethan Hipple joined the Board for discussion and stated this is a well attended annual 5K race.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

Mrs. Murray noted that this is a collaborative event with Wolfeboro Oil and the Lions Club.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Parks & Recreation Department to hold the 20<sup>th</sup> Annual Turkey Trot Race on November 19, 2011 from 8:00 AM to 1:00 PM beginning and ending at the Railroad Station. Linda Murray seconded. Members voted and being none opposed the motion passed.**

***G. Wolfeboro Parks & Recreation Department to hold the 30<sup>th</sup> Annual Granite Man Triathlon on August 20, 2011 from 9:00 AM to 1:00 PM beginning and ending at Carry Beach.***

Chairman Silk opened the public hearing.

Ethan Hipple joined the Board for discussion and explained this is the 30<sup>th</sup> annual event with no changes.

Being no others to speak for or against the request, Chairman Silk closed the public hearing. She noted the comments from the Department Heads on the permit request form.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Wolfeboro Parks & Recreation Department to hold the 30<sup>th</sup> Annual Granite Man Triathlon on August 20, 2011 from 9:00 AM to 1:00 PM beginning and ending at Carry Beach. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

***H. Abenaki Water Ski Club to hold Water Ski Tournament on June 25, July 23, August 6, and September 10, 2011 from 8:00 AM to sunset at Back Bay Town Park, adjacent to Back Bay and along Bridge Falls Path.***

Chairman Silk opened the public hearing.

Bill Swaffield joined the Board for discussion and this is an annual event with no changes and rain dates are the following day.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the temporary event permit for the Abenaki Water Ski Club to hold Water Ski Tournament on June 25, July 23, August 6, and September 10, 2011 from 8:00 AM to sunset at Back Bay Town Park, adjacent to Back Bay and along Bridge Falls Path. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

## Bulk Vote

### A. Property Tax Refunds/ Abatements

#### Approvals

- i. Abatement/refund #88 Tax Map 226, Lot 5
- ii. Abatement/refund #89 Tax Map 240, Lots 13
- iii. Abatement/refund # 90 Tax Map 228, Lot 41
- iv. Abatement/refund # 92 Tax Map 205, Lots 21
- v. Abatement/refund # 101 Tax Map 228, Lot 49
- vi. Abatement/refund # 132 Tax Map 259, Lot 35

#### Denials

- vii. Abatement/refund # 91 Tax Map 171, Lot 5
- viii. Abatement/refund #103 Tax Map 219, Lot 15
- ix. Abatement/refund #129 Tax Map 236, Lot 2-41
- x. Abatement/refund #130 Tax Map 236, Lot 2-43

### B. Property Tax Credit/Exemptions

#### Approvals

- i. 17 Clow Road Tax Map 217, Lot 167
- ii. 7 Cumberland Road Tax Map 177, Lot 10-37
- iii. 1 Campfire Lane Tax Map 214, Lot 15

#### Denials

- iv. 46 Albee Beach Road Tax Map 164, Lot 36
- v. 9 Anangance Lane Tax Map 244, Lot 41

### C. Notice of Intent to cut wood or timber

- i. Beach Pond Road Tax Map 98, Lot 33
- ii. Trotting Track Road Tax Map 146, Lot 8+15
- iii. Route 109 Tax Map 142, Lot 33

### D. Timber Tax Levies

- i. \$ 1,558.73
- ii. \$ 2,290.07

### E. Notice of Intent to Excavate

- i. So. Main St. & McManus Road Tax Map 244, Lot 64

## **F. Raffle Permit Carpenter & Crescent Lake Schools Annual Spring raffle**

Mrs. Murray stated she would like to remove Property Tax Refund/ Abatements # 129 & 130 and vote on them separately because she disagrees with the Assessing Department's decision. She noted that Property Tax Credit/Exemption 46 Albee Beach Road needs to be corrected to reflect the request.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to remove Property Tax Refund/ Abatement # 129 & 130 from the Bulk Vote items. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the Bulk Vote items in A-F above (excluding Property tax refund/abatement #129 & 130, which were removed). Chuck Storm seconded. Members voted and being none opposed the motion passed.**

**Member Dave Bowers moved the Wolfeboro Board of Selectmen to send Property Tax Refund/Abatement #129 & 130 back to the Assessor to be re-reviewed. Linda Murray seconded. Members voted and being none opposed the motion passed.**

## **Appointments**

### **A. Health Officer**

Schelley Rondeau joined the Board for discussion.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Schelley Rondeau as Health Officer for a three-year term. Dave Senecal seconded. Members voted being none opposed the motion passed.**

### **B. Health Inspector**

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to re-appoint Dave Senecal as the Health Inspector for a three-year term. Dave Bowers seconded. Members voted, Dave Senecal-abstained and being none opposed the motion passed.**

### **C. Carroll County Transportation Advisory Committee**

Shirley Bentley requested re-appointment and although she was not in attendance the Board agreed to consider her re-appointment.

Mr. Senecal stated that she has been a part of this committee since its formation and he would like to see her continue her service.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to re-appoint Shirley Bentley to the Carroll County Transportation Advisory Committee for a three-year term. Linda Murray seconded. Members voted and being none opposed the motion passed.**

### **D. Economic Development Committee**

Charles Wibel joined the Board for discussion and stated as a new permanent resident to Wolfeboro he would like to get involved and share his ideas.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to appoint Charles Wibel to the Economic Development Committee for a three-year term. Linda Murray seconded. Members voted and being none opposed the motion passed.**

## **New Business**

### ***A. Pleasant Valley Road repairs/status.***

Stacie Pope of Brackett Road joined the Board to discuss the concerns of the residents on Pleasant Valley Road and their concerns regarding the repairs, maintenance, and long term plan for the road. She stated that many of the residents have concerns about vehicle safety, the maintenance to their vehicles and emergency vehicle access. She even pointed out that the road condition has also been a deal breaker for home sales. She provided the Board with photos of the condition of the road and summarized the statistics of past town votes regarding road maintenance and the continued support of the voters. She stated the residents of the road have expressed some concern that just doing a shim overlay over the road is not a long-term plan for the road and would like to see the road repaired correctly even if it means doing it in smaller sections. She questioned if the project was phased, would it be guaranteed the phasing would be completed and she questioned if they have solid estimates for the repairs or would they be getting new estimates. She also provided a letter from Bobbi & Jackson Boudman that she highlighted (see attached letter) and a petition from the residents supporting the maintenance of the road (see attached).

Barbara Stave, Orchard Drive and Secretary of the Orchard Drive Association, joined the Board for discussion and stated that the Orchards has 2.5 miles of road that is in good condition because the road was built correctly and they expend funds to keep up the maintenance on the road. She stated Pleasant Valley Road is deteriorating and they have a concern for the traveling of emergency vehicles on the road as well as the safe travel of the residents on the road. She stated the importance of having a safe traveling road for the residents.

Robert Stave, Orchard Drive and President of the Orchard Drive Association, joined the Board for discussion and explained that their Association spent the money to have their road built correctly and spend funds to keep it in excellent condition. He stated that Pleasant Valley Road needs to be rebuilt properly and questioned how serious Mr. Ford is in making repairs to the road.

Wendy McHugh, Member of Orchard Drive Association, joined the Board and stated that they have appreciated the work that has been done on the road and suggested Mr. Ford meet with Mr. Stave to discuss ensuring the road will have a proper base.

Susan Levesque joined the Board and thanked Mr. Ford for all the work he has done to improve the road and understands he does the best he can with what he has.

Mrs. Murray stated she lives at the very end of the road and agrees with the condition of the road. She stated they make a repair and then a new spot pops up and agrees that the road needs to have major repairs and have them done correctly.

Mr. Senecal stated his wife is a school bus driver and he hears from her about the condition of this road and how the children can barely stay in their seats.

Dave Ford, Public Works Director, joined the Board for discussion and stated understands the concerns of the residents. He explained they have been working to increase the road maintenance budgets to address the conditions of many of the roads in town. He explained they did make a repair to a section of the road last year as a "band aid" to immediately address a severe section of the road, but coming forward he proposes a phased project to repair this road properly. He explained they will reclaim and repave the road with a 2" base with drainage from New Garden Road to the area of the Morgan property and the section from DeVlyder's Farm to Bracket Road will need to be ground and repaved with a 2" base and an overlay in the following year. He explained that they would have to wait until the road dries out before they do any work and pave in the fall, so he asks the residents to be patient.

Gary Baker questioned where he proposes the first phase.

Mr. Ford replied it would be New Garden Road to the area of the Morgan's property.

Mr. Baker questioned how entire project will take.

Mr. Ford replied that it would be year to year and he estimates it would take five years.

Mr. Baker asked members of the audience in support of making such repairs to stand up and most of the audience stood.

***B. Request to use Community Bandstand for a wedding.***

Wayne Seavey and Cheryl Gagne joined the Board for discussion.

Mr. Seavey stated he and his fiancé are requesting to use the Community Bandstand for a wedding on June 24, 2011 at 6:00 PM for their wedding ceremony with approximately 30 guests.

Mr. Owen stated he that this request does not conflict with any other events on that date.

Mrs. Murray pointed out that the downtown businesses will be participating in Moonlight Madness that evening so their may be a lack of parking.

Chairman Silk reminded them to clean up the area after their event.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the request of Wayne Seavey and Cheryl Gagne to use the Community Bandstand for purposes of their wedding on June 24, 2011 at 6:00 PM. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

***C. Arbor Day Proclamation.***

Ethan Hipple joined the Board for discussion and stated that on May 2, 2011 they plan to celebrate Arbor Day and plant six donated trees in the area of Foss Field near the Bridge Falls path along with 600 bulbs at 10:00 AM, with the help of the fifth grade class from Carpenter School.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to approve and sign the 2011 Arbor Day Proclamation. Chuck Storm seconded. Members voted and being none opposed the motion passed.**



#### ***D. Monthly Budget Expenditures and Revenue report***

Pete Chamberlin, Finance Director, joined the Board for discussion and stated the roof repair on Brewster Memorial Hall is complete, the Welfare budget is tracking well, and the Director of Operations of the Municipal Electric Department is closely monitoring the purchase power budget. He stated the Public Works Director will address the concerns for the fuel and diesel budget. He stated the Auditors are in this week and all is going well.

#### ***E. Possible Acquisition of Pine Hill Cemetery***

Mr. Owen stated he has been approached by Mr. Magee, trustee of the Pine Hill Cemetery Association, exploring their options for the future of the cemetery including the possibility of transferring it to the town. He explained that the Attorney General's office had contacted the Association in regards to coming into compliance with a non-profit status and one of their options is to transfer the cemetery and its assets to the town. He stated the town currently maintains 40 cemeteries and the perpetual care funds for these cemeteries are managed by the Trustees of Trust Funds.

John Magee joined the Board and provided a history and background of the Association and that there was a ten year span where not much was done as far as record keeping and then they were recently contacted by the Attorney General's office regarding updating their compliance as a non-profit organization. He explained that in meeting with them they were given an option to transfer the cemetery and its assets, which is about \$50,000, to the town. He explained they prefer this option as it seems a more accurate way to keep track of the cemetery. He did question if the current company maintaining the cemetery could keep that contract through this season and the town can do as it wished for the future.

Mr. Owen replied he will discuss that further with the Parks & Recreation Department.

Mr. Senecal questioned the number of lots left in the cemetery.

Mr. Magee replied he is not sure.

Mr. Senecal questioned if they have a list of those pre-paid.

Mr. Magee replied he has a map that he would provide.

Mrs. Murray stated they should have a title search of the property done.

Mr. Owen agreed, which is the process the town has used in past acquisitions and this will require two public hearings.

Ms. Silk noted that number three in the Attorney General's letter outlines some parameters and timetables and suggested they review the details with the Town Attorney and get the process moving. The Board agreed to start the process of acquiring the cemetery.

#### ***F. DPW snow budget and fuel cost overrun***

Dave Ford joined the Board for discussion and referred to his memo dated April 15, 2011 outlining the breakdown of snow budget and fuels expense. He explained that the downtown snow pick up has increased the overtime

budget and based on the projected budget overruns he proposed four alternative approaches to make up these shortfalls as follows:

1. Cut specific projects that are important and in the 2011 approved budget, such as, crack sealing (\$10,000), guardrail upgrades (\$11,250), reduce road maintenance supplies (\$22,000) and drainage pipe & structures (\$8,000), this totals \$51,250. Many other cuts would be necessary if deficit is closer to scenario two.
2. Use Warrant Article funding for Road Upgrades (\$750,000) to pay for specific road upgrade projects that are listed in the O & M budget and noted above for cutting under alternative one. Based on discussions with paving contractors, unit cost may come under budget so that we could have enough budget to cover all proposed road upgrades as well as most of the projects listed in the O & M budget.
3. Use the DPW Vehicle Equipment Capital Reserve fund to pay for two approved Capital Outlay Projects (Highway  $\frac{3}{4}$  ton pickup, \$34,000; Boom Flail Mower, \$16,445). Currently there is over \$350,000 in that account. John Burt often reminds him this Capital Reserve Account was set up for both vehicles and equipment, and the Warrant Article in 1999 did state the Board of Selectmen as agents to expend.
4. Cut other Capital Outlay Projects like the Way Finding Signage (\$20,000).

Chairman Silk questioned whose truck is being replaced.

Mr. Ford replied this was a truck to be purchased as a working truck, rather than using a larger truck for smaller jobs.

Chairman Silk questioned if they would be delaying any projects for the Capital Reserve Fund in a future year.

Mr. Ford replied it would dip into the large vehicle purchases for future years. He noted he would prefer to do option two and three.

Chairman Silk noted they should also look into ways to save on fuel.

Mr. Ford replied that is something they are doing at a staff level.

Mrs. Murray stated she would support stretching the \$750,000 even though she doesn't want to, but they need to make up the difference somewhere.

Mr. Owen stated if the Board agrees to option three, it would require the Board to sign a voucher to transfer funds from the Capital Reserve.

Mr. Bowers stated this was very well presented.

**Member Dave Bowers moved the Wolfeboro Board of Selectmen to implement options two and three listed above recommended by the Public Works Director totaling \$ 82,445 in an effort to off set the snow budget and fuels expense overruns. Linda Murray seconded. Members voted and being none opposed the motion passed.**

### ***G. 2011 Road Paving Plan***

Mr. Ford reviewed the summer paving schedule as listed on the Proposed 2011 Road Improvement Budget Estimate as of 4/14/11, which includes the following roads; Bay Street to Pine Road, Forest Road, School/Glendon and Lehner Streets, Waumbec Road, Cotton Valley Road and Pleasant Valley Road.

#### ***H. Forest Road proposed gift of a bike path***

Mr. Ford stated he had been previously approached by the Pathways Committee regarding an idea to create a soft shoulder on Forest Road to Carry Beach for a bike/walking path. He stated that this Committee has people who want to raise money for such project.

Mr. Bowers questioned the need for two lanes; he lives on Forest Road and sees more pedestrian traffic than biking traffic.

Chairman Silk agreed, saying Moultonborough Neck Road has a one lane path.

Mr. Ford replied one lane paths, including the one in Moultonborough, creates, problems for bikers as they should be riding with the traffic.

Mr. Ford stated since he was approached with such idea he has researched the impacts with the Planning and Development Director and they have discussed the pros and cons of this idea. He noted they have determined such project will impact that road by making it an increased asset, increased pervious area, increase maintenance, increase the right-of-way, and pedestrian impact. He proposes keeping the existing paved road and adding a "sharrow" which is a biking area painted on the road to be shared by bicyclists and have the area of gravel on the road for the pedestrians. He explained that the town could purchase the stencils to paint the "sharrows" on the road, and it is a way to come to an immediate resolution to allow more discussions to take place for the future of the road.

Mrs. Murray questioned if the Pathways Committee is agreeable to the "sharrows" and building up the shoulders.

Mr. Ford replied he would need to discuss such with them.

The Board agreed to the idea of suggesting "sharrows" to the Pathways Committee.

#### ***I. Asset Management Plan***

Mr. Ford stated in order for the town to have good long-term planning they need an Asset Management Plan and he recommends the Board to get a Committee of staff members and other Board members to get an understanding of the town's assets in order to help the town develop a long-term funding plan.

Chairman Silk stated they have taken some of the steps already and they need to keep moving forward.

Mrs. Murray agreed they should create a Committee and put an ad in the paper for members of the public to help as well. She feels there are some community members with experience in this who could offer their help.

Mr. Ford stated they need a commitment from all the Department Heads and have staff involved.

Chairman Silk questioned if the Local Government Center has anything to help with this and suggested revisiting this item at the meeting on May 18, 2011 to create a committee.

Mr. Owen replied that he has seen software for such and would look into it.

#### **J. Use of Capital Reserve Funds**

##### **➤ Public Safety Building Parking Lot**

Mr. Ford stated this parking lot has gone from bad to worse and the areas they repaired last year have held up well, but they need to address the lot as a whole. He explained there is funding in the Capital Reserve Account that could be used to make the much needed repairs and now is a good time to do it since they need to put in a free standing communication tower and such project could be done in conjunction with that.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to authorize the Public Works Director to expend the funds from the 1999 Public Safety Building Parking Lot Capital Reserve fund with a firm figure to be provided upon receiving an estimate. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

##### **➤ Public Safety Building**

Mr. Ford stated due to the issue last year with this building they need to look at some cost effective ways to reinforce this building and recommended doing such with fund from the Capital Reserve Account for the Public Safety Building and in conjunction with a project for the parking lot and tower structure.

Mr. Senecal stated he assumes they will be presented with the review of the building and cost to repair.

Mr. Storm stated that building is not up to standards and needs a structural review noting it may require being completely rebuilt.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to authorize the Public Works Director to expend the funds from the 2011 Public Safety Building Capital Reserve fund to get a building structure repair estimate. Chuck Storm seconded. Members voted and being none opposed the motion passed.**

##### **➤ Public Works Facility**

Mr. Ford stated that changes in the management of Wolfeboro Oil and their project to relocate the facility being put on hold has prompted him to address the situation with town's unleaded and diesel fuel services.

Mrs. Murray suggested discussing the option of using the schools service located at the SAU office on Pine Hill Road.

Mr. Ford replied he would look into that and come to the Board.

#### **K. Route 28 Corridor study status report**

Mr. Ford explained they will hold two meetings to address the alternatives on May 10, 2011 at 6:30 PM and May 24, 2011 at 6:30 PM at Crescent Lake School.

Mrs. Murray questioned the ability to add road plans and sewer to the GIS system.

Rob Houseman replied it has the capacity, but they need to add the data.

**L. Lakes Region Planning Commission meeting on Transportation Funding options**

Mr. Ford stated that although the plan for Route 28 corridor improvements still remains the first to get back on the ten-year plan, with the reduction in funding on the state level, it is likely it will not get back on. He stated Lakes Region Planning will be hosting their Commission meeting on Monday, April 25, 2011 at 6:00 PM at the Library.

**M. Amendments to the Personnel Policy**

Mr. Owen provided the amendments to the Personnel Policy to reflect the recent changes to the Union Contracts.

Chairman Silk questioned page five, number two, and the definition of a permanent part-time employee and if such would include a Secretary that would work for several different Departments totaling 1,000 hours per year.

Mr. Owen replied it does.

Mrs. Murray stated that the personnel policy needs an index of employees definitions which should include fulltime, permanent part-time, part-time seasonal, temporary and full and part-time.

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to approve the proposed amendments to Section 5-Benefits, A. Leave Time, subsections 3 and 7, and Appendix C-Length of Service Stipend to the Town Personnel Policy. Linda Murray seconded. Members voted and being none opposed the motion passed.**

Mrs. Murray asked if the Board agreed to add the index.

Mr. Owen replied he would.

**Old Business**

Mr. Senecal stated that he received an e-mail regarding a resident potentially running for President and questioned if they should start addressing the impact of such to the town including with the Police Department.

Mr. Storm replied he would bring such to the Wolfeboro Police Commission at their next meeting tomorrow.

**Any Other Business**

Mr. Owen stated he was contacted by the Nursery School to begin lease negotiations and questioned which Board member would like to be included in such.

Mrs. Murray agreed to help with that.

Mr. Owen questioned how the Board would like to handle the presentation of the Boston Post Cane, such as providing the resident with a replica cane which cost \$130 per cane.

Mr. Bowers noted they have always been passed on from resident to resident and they had a man and a women's cane he suggested continuing with such practice.

**Member Dave Bowers moved the Wolfeboro Board of Selectmen to authorize the Town Manager to purchase two replica Boston Post Canes, one for a man and one for a woman, and to expend the funds for such from the Board of Selectmen's Miscellaneous fund. Dave Senecal seconded. Members voted and being none opposed the motion passed.**

Mr. Owen stated that Mr. Zimmerman has contacted the Board to inquire about getting reimbursed \$3,000 for funds he expended for a project that he was not approved for.

Mr. Bowers suggested meeting with Mr. Zimmerman to discuss this issue and refunding his money as he is an important person to the town.

Mr. Storm disagreed and noted he tends to things first and asks questions later.

Rob Houseman stated that the Planning Board recently met to discuss the issue and explained that the decision made by the Planning Board was based on information provided by the applicant that was inaccurate, explaining they were making a decision off an incorrectly provided plan.

Chairman Silk stated the town provides flow charts that clearly outline the process.

Mr. Houseman stated the applicant provided the information in a timely manner and the application was considered complete, but the information provided by the applicant was inaccurate, noting the boundary line was incorrect and a corrected plan was received at a later date.

Mr. Bowers questioned how they can resolve the issue to make Mr. Zimmerman happy.

Chairman Silk replied it is clear that he did not follow the guidelines and the money is not owed to him.

Mr. Houseman stated that this is a Planning Board issue.

Mrs. Murray agreed with Mr. Houseman it is a Planning Board matter and not in the jurisdiction of the Board of Selectmen.

Mr. Senecal agreed with Mrs. Murray and Mr. Houseman.

Mr. Owen will provide a response to Mr. Zimmerman.

Mrs. Murray pointed out that the geese are coming back and suggested getting a flyer out to the residents in the Electric Bills.

Chairman Murray questioned if they could put something out on the website regarding Lyme disease.

### **Town Manager' Report**

Mr. Owen stated the following:

- The Auditors are in and all indications are the process is going well.
- Work has been completed on the Brewster Memorial Hall roof including new down spouts.
- Kathy Rankin's 25<sup>th</sup> Anniversary luncheon has been post-poned to May 3rd.
- The deadline for "Extend and blend" Electric Department proposals was yesterday and he expects an analysis soon.
- Construction for the Libby Museum septic replacement is underway and the sidewalk will be repaired and they will be removing some trees as well.
- The tennis court reconstruction bid has been awarded and they expect work to be done by mid-June.

### **Committee Reports**

Mr. Storm stated the Planning Board is still working on the Zoning for the Route 28 area.

Mr. Bowers stated that Chamber discussed the local economy at their last meeting and how it has reflected the membership and business's ability to participate in activities.

Mrs. Murray stated the following:

- The current Town & City magazine addressed a lawsuit regarding trees that are municipally owned and the right to remove such trees.
- The Milfoil Committee announced they will conduct suction harvesting during the week of June 6 and June 13, 2011.
- The Milfoil Joint Board met and she provided a photo of the new suction harvesting boats.
- The EDC met and the new co-chairs are Denise Roy-Palmer and Paul O'Brien.

Mr. Senecal stated the Emergency Management Committee is scheduled to start meeting again.

Ms. Silk stated the following:

- The Libby Museum is moving forward with their anniversary plans.
- She provided a brochure discussing the proper disposal of Sharps and she will be providing the same at the Household Hazardous Waste meeting tomorrow.

### **Chamber of Commerce**

None.

### **Questions from the Public**

None.

### **Questions from the Press**

Tom Beeler of the Granite State News stated the Encampment Committee is looking to host another re-enactment on Brewster Field this July co-hosted by the Wolfeboro Parks & Recreation and the Historical Society. He explained they are looking to make this an annual event to bring more people to Wolfeboro. He stated they are looking for volunteers for the event and the Farmers Market will be participating in the event.

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

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to enter non-public session at 9:59 PM to discuss litigation. Dave Senecal seconded. Roll call vote: Sarah Silk-yes, Chuck Storm-yes, Dave Senecal – yes, Dave Bowers-yes and Linda Murray-yes, the motion passed.**

The Board re-entered public session at 10:30 PM.

Chairman Silk announced that the Board sealed the minutes of the April 20, 2011 non-public session with a 2/3<sup>rd</sup> vote as required by law.

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

**Member Linda Murray moved the Wolfeboro Board of Selectmen to adjourn at 10:31 PM. Member Dave Senecal seconded. Being none opposed, the motion passed.**

Respectfully submitted,

**Amelia Capone-Muccio**

Recording Secretary