

**Wolfeboro Board of Selectmen  
Meeting Minutes-Unapproved  
December 2, 2015**

**Members present:** Chairman Dave Senecal, Brad Harriman, Linda Murray, Dave Bowers and Luke Freudenberg.

**Staff present:** Town Manager David W. Owen, Public Works Director Dave Ford, Parks and Recreation Director Ethan Hipple, Police Chief Stu Chase and Recording Secretary Amelia Capone-Muccio.

Chairman Senecal opened the meeting at 6:30 PM.

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

Mr. Owen stated a non-public session is not needed.

**Consideration of Minutes**

➤ ***October 28, 2015***

Mrs. Murray amended the motion on page 5, first one from the bottom as follows: It was moved by Linda Murray and seconded by Luke Freudenberg that the BOS approve a pilot snowmobile path in Downtown as per the proposed Snowmobile Route presented tonight from January for 70 days and that information be gathered throughout the pilot program as to the number of Town staff hours to handle the snowmobile path and issues, impact to the Town's infrastructure such as roads, reaction of citizens to the snowmobile path, parking and walking issue around the post office and any safety issues and particular attention to safety issues that occur at crossings, such as at the South Main Street crossing. Further, to move the ADA parking space to the other side of Central Avenue for the time that the snowmobile path is open. This approval is contingent upon the Snowmobile club receiving a State Road permit to cross South Main Street from NHDOT. She amended page 6, correcting Kathy Barnard to Kathy Eaton. She amended page nine, the fourth paragraph from the bottom omitting the reference to the sewer department, it should reference only the water department.

**It was moved by Linda Murray and seconded by Brad Harriman to accept the minutes of the October 28<sup>th</sup>, 2015 with amendments. Members voted and being none opposed, the motion passed.**

**Public Input**

Josephine Amatucci addressed the Board and stated she is here tonight to get an update on the investigation of Rob Houseman. I would like an up to date...what is going on?

Chairman Senecal replied that the Town sent her a letter on November 30<sup>th</sup> from the Town Manager who outlined those concerns.

Ms. Amatucci stated the Town Manager is in no position to investigate Rob Houseman because he is implicated...you make me finish...the Town is implicated to investigate the actions of Rob Houseman especially when you put a no trespass order on me due to the actions of Rob Houseman so you cannot do an unbiased investigation, none of you, none of you. So I want you under due process and so I have equal protection under the law, I want an unbiased outside investigator to do an investigation on Rob Houseman. You are not capable of any investigations.

Chairman Senecal stated that the letter states that...

Ms. Amatucci shouted forget the letter, his investigation (pointing to Dave Owen) which he admits was not really an investigation because he has nothing in writing. A real investigation has a written, umm, result of the investigation, but according to him he went over to Rob Houseman and said "are you guilty and Rob Houseman said no" and that's his investigation. Look you listen to me, I was unlawfully arrested. I was incarcerated and prosecuted because of Rob Houseman, it all started him. Now you better get an outside investigator to investigate and I will give you five days because according to the procedure you have to start this within five days. And first thing you do is you contact Rob Houseman and let him write down his version of events. Let him write it down this all has to be documented and then I will write down my version of events and you will get an outside investigator and he will determine truth, he will determine the truth. No words from you, no words from you. You got nothing say. You do what I said, you have nothing to say. You know what when I went to the Police Commissioners and told them about what James O'Brien did and I'm right because he took off nobody knows where he is finally and that is what I intend to do with all the people that did offenses against me. They are going to run for the hills eventually and I am glad he's running for the hills (pointing to Dave Owen) because he's one of them. Now, when I went to the Police Commissioners and told them about James O'Brien and said I was going back, the next time I went to the meeting you know who was at the door waiting for me, James O'Brien with his hand near his gun and you're doing the same. Your making that man (pointing to Chief Chase) who the court said is guilty, you making him intimidate me, that Police Chief by being here. You're doing the same thing. Thank you for your respect for the people of this Town.

Chairman Senecal stated he would like to read for the record a paragraph from the letter to Ms. Amatucci from the Town Manager dated November 30<sup>th</sup> as follows; relative to your inquires on the investigation of Rob Houseman and the procedure of the termination of Chief Chase and Captain Rondeau, please be informed again the Town is not pursuing either of those requests and in the case of the latter the Board of Selectmen has no authority to terminate the Police Chief or Police Captain in any case and because we are a Town Manager form of government and the only one who can hire and fire employees (other than the Police Department) is the Town Manager.

Ms. Amatucci continued to yell during Chairman Senecal's turn for discussion.

Mr. Bowers stated the Board of Selectmen does not restrict anyone from a meeting, including the Police Chief as long as they conduct themselves properly.

Jerome Holden questioned a procedural question on the agenda regarding his item.

Chairman Senecal clarified those who wish to speak relative to his item can speak then.

## Public Hearings

### A. Proposed Revisions to Town Code Chapter 5: Alcoholic Beverages

Chairman Senecal opened the public hearing.

Mrs. Murray noted that the Board made some revisions to the Town Code Chapter 5 adding a new section 11 which states A non-profit or governmental organization may also apply for a permit to allow persons to attend and event sponsored by them to bring their own beer or wine to the event. Such permits may be issued for use in the Town Hall Great Room, Abenaki Lodge, and the Libby Museum. In order to obtain a permit for such events, the applicant must also provide proof of liability insurance that included alcoholic beverages coverage which names the Town as an additional insured. As with a permit to offer beer and wine for sale at such events, the Board of Selectmen may impose reasonable conditions upon the event.

Gene Denu, Director & Treasurer of the Wolfeboro Historical Society, addressed the Board to not that the Clark Museum Complex should be added to this revision which would also enhance special events held at this location including the Farmer's Market.

Mrs. Murray noted that the Farmer's Market alcoholic beverage taste tastings would require a State permit. She noted they would have to re-notice the public hearing to add the Clark House Complex.

Mr. Owen suggested approving the proposed amendment and holding a subsequent public hearing to add the Clark House Complex.

Kathy Barnard addressed the Board to state that she supports this revision as such revision makes the use of the Great Hall easier for functions for the non-profits.

A member of the public agreed this is a positive change for the Great Hall.

Being no others to speak for or against the project, Chairman Senecal closed the public hearing.

**It was moved by Dave Bowers and seconded by Luke Freudenberg to approve the revised Town Code Chapter 5: Alcoholic Beverages as advertised and posted. Members voted and being none opposed, the motion passed.**

### B. Liquor Permit-Town Employees' Holiday Party at Great Hall

Chairman Senecal opened the public hearing.

Mr. Owen stated this is the first permit for alcoholic beverages at the Great Hall.

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

It was moved by Dave Senecal and seconded by Dave Bowers to approve and sign the Application for a Permit to Serve and Offer for Sale Beer and Wine for Consumption in the Great Hall in conjunction with the Town Employees Holiday Party on December 11, 2015. Members voted and being none opposed, the motion passed.

### Bulk Vote

- A. Weekly Manifests
  - November 25, 2015
  - December 4, 2015
- B. Property Tax Credits/ Exemptions
  - Approval
    - i. 25 Upper Trask Mountain Road Tax Map 74, Lots 3 & 4
- C. Notices of Intent to Cut Wood or Timber
  - i. Trask Mountain Road Tax Map 45, Lot 1
  - ii. Haines Hill Road Tax Map 35, Lot 2
  - Tax Map 16, Lot 2
  - Tax Map 25, Lot 3, and
  - Tax Map 26, Lot 1
  - Tax Map 52, Lot 3
  - iii. North Line Road
- D. Property Tax Warrant \$14,075,726.50

It was moved by Linda Murray and seconded by Brad Harriman to approve the Bulk Vote items A-F as listed above. Members voted and being none opposed, the motion passed.

### New Business

#### A. Proposed Revision to Discretionary Preservation Easement Deed

Mr. Marchese addressed the Board to explain that since that last time he came before the Board he was not clear on what was needed to be done and did all of the improvements required in year 1 & 2. He is requesting that since he has made all of the improvements required he is requesting a reduced property assessment to apply to the current tax year instead of next tax year.

Mrs. Murray stated that she was looking for consistency and it looks like he has done that and agreed to allow the reduced property assessment for a barn preservation easement for the current tax year (2015).

It was moved by Linda Murray and seconded by Brad Harriman to amend the previously approved Discretionary Preservation Easement Deed for the barn structure located on Allen Road (Tax Map 148, Lot 1) by changing the date under Assessment of the Property on page 3 of the agreement from April 1, 2016 to April 1, 2015. Members voted and being none opposed, the motion passed.

#### B. Jerome Holden RE: Business Directional Signs

Jerome Holden, 17 Grove St. addressed the Board to discuss his concern with some sign permits for signs that were approved. He stated that Audrey Cline approved signs, but some of those permits were not signed by Dave Ford. He feels Mr. Ford is misinterpreting the code and should be approving the post location, not the sign. He stated the signs should be approved as many of them have been there for 20 years. He stated he wants the signs in front of Town Hall put back up and has even obtained permission from Sal's Advanced Auto across the street to move the location of the signs to that side of the road. He also proposed a solution to the sign in the area of Black's Gift Shop by relocating to the area where the Town Christmas Tree is now. He stated by not having these signs it makes Wolfeboro appear to be unfriendly.

Edra Toth addressed the Board and stated her business is located at 26 Glendon Street and has a concern that her sign out on the corner of South Main Street and Glendon Street may not be valid. She stated that having this sign in that location has increased her business.

Dave Ford addressed the Board to explain that he feels a lot of this issue is due to a misunderstanding of the ordinance. He stated in 2009 the ordinance was revised relative to the sandwich board signs. He explained the intent of the directional signs is geared to pedestrian traffic and not for drivers. The intent is not advertisement. He explained that with regards to the permits, for example, the Pain Care clinic applied for a business sign, not a directional sign and same with the Hair Salon on that same street, noting neither permit was approved by him. He explained directional signs would need an approval by him.

Luke Freudenberg stated he believes there are two issues here and that he feels both the Pain Care Clinic and Tangles Salon have a permit for their signs.

Mr. Ford disagreed; the permits were issued by Audrey Cline and not signed by him, which is not in accordance with zoning for the directional signs.

Mrs. Murray stated that the sign issue was forwarded to the Planning Board for discussion and reviewed in 2013 as they are the Board that sets the regulations. She feels that the Board should notify the Planning Board of this issue and request they put this topic to the top of their agenda.

Mr. Freudenberg agreed with that suggestion and feels that the sign should not be put back up in front of Town Hall, but feels that something should be done since there was a sign for those businesses there and removing it is not fair. He feels they should do something in the interim until the Planning Board comes up with a plan.

Chairman Senecal agreed with Mrs. Murray's suggestion. He stated they should follow ordinance.

Mr. Holden stated that there are 20 signs around that are like that.

Chairman Senecal replied then he should report those to the code office.

Mr. Holden stated all they need is 3" signs to advertise their business. The Planning Board sub-committee is focusing on kiosks vs. directional signage.



Mrs. Murray replied that is why they are suggesting that the Planning Board be notified that this is a priority.

Mr. Holden questioned if he should seek approval by the Zoning Board for a sign at Sal's.

Mr. Senecal clarified it is a Planning Board process.

Mrs. Murray suggested that the Board send a formal letter to the Planning Board.

Mr. Bowers noted it's not that they are unfriendly to business, but that is the process to deal with the matter.

### **C. Preliminary Warrant Article Review**

Mr. Owen stated the Board has been provided with a list of potential warrant articles for the 2016 Town Warrant and the warrant articles were sent out to Town Counsel for review and have been updated with his suggestions.

The Board reviewed the following list of potential Warrant Articles:

- Election of Town Offices
- Whitten Neck Road Water Line Upgrade \$550,000
- Acquisition of Wolfeboro Oil Freight House \$125,000
- Operating Budget TBA
- Town Road Upgrades \$675,000
- Solid Wastes Building Expansion \$150,000
- Mast Landing Parking Lot Upgrades \$ 40,000
- Pleasant Valley Road Bridge Design \$115,000
- Sewall Road Voltage Conversion project \$450,000
- Establish Dockside Parking Lot Capital Reserve Account \$200,000
- Fire Truck and Apparatus Replacement Capital Reserve Account \$186,000
- Public Works Vehicle and Equipment Capital Reserve Account \$170,000
- Abenaki Ski Area Capital Reserve Account \$15,250
- Wastewater Treatment Plant Capital Reserve Account \$125,000
- Establish Heritage Commission
- Appointments to the Heritage Commission

Mrs. Murray suggested revising the Solid Waste Building expansion article to just the engineering this year as the construction is not scheduled until 2017.

Mr. Harriman agreed he was going to suggest doing half of it this year and the other half next year when the construction cost is confirmed.

Chairman Senecal questioned the amount on the Mast Landing Upgrades as one sheet says \$40,000 and the other is \$50,000.

Mr. Ford replied that it should be \$40,000 and he will have more concrete numbers soon, as this was an estimate for CIP review purposes.

Ethan Hipple addressed the Board to review his one Warrant Article which is a Capital Reserve Fund for the Foss Field replacement building project.

Mrs. Murray noted a correction to the Abenaki Ski Area Equipment Capital Reserve Fund article and it should be \$16,750.

Mr. Owen noted the Board has been provided with some options for Pleasant Valley Road design bridge.

Mr. Ford stated that he has provided some options for the Pleasant Valley Road bridge design explaining that this project will be funded by the Municipally Managed State Bridge Aid program and in order to stay on the list for this project the engineering needs to be done. He stated that the municipal fees will be \$10,000 for permitting, right of ways and soil testing, which will affect the cost. He reviewed the three options provided. (See attachment)

Mrs. Murray stated she feels a project with a 20% contingency is a hard sell and is leaning more toward option 3 at \$140,000 which allows for a solid construction estimate.

Mr. Ford noted that temporary repairs will need to be made until the project is done.

The Board discussed the agreements and agreed option 3 is the way they prefer to go.

Mr. Ford stated with regards to the Dockside Parking lot upgrades the discussion is not to have added amenities and the focus should be on parking so with that determination the \$200,000 would be enough funding.

Mrs. Murray stated that last year the Town spent \$1,787, 386.00 (cash \$1,637,385.00) and this year the total is \$1,977,750.00. She noted the Town tax rate increased and she has thought of some suggestions to decrease that impact. She suggested not doing the Solid Waste building this year and to do the design only and to reduce the amount to the Dockside parking lot upgrades and by doing so they would be close to what was spent last year.

Chairman Senecal noted that it is never a good year and feels Dockside parking lot upgrades is an important project.

Mr. Bowers stated that post-poning only costs more in the future, even with a tax increase; Wolfeboro is still one of the lowest in the State.

### **Old Business**

Mrs. Murray stated they should discuss the MRI contract to hire a Town Manager at the next Board meeting.

### **Any Other Business**

Mrs. Murray noted that the Great Hall will need cleaning services until the end of the year.

It was moved by Linda Murray and seconded by Brad Harriman to approve an expenditure of up to \$1,000 for cleaning services of the Great Hall until December 31, 2015. Members voted and being none opposed, the motion passed.

### **Town Manager's Report**

Mr. Owen stated the following:

- One bid was received for the Annual Town Report printing from the service that provided it last year, Country Press, in the amount of \$2,710.
- The Electric Department has hired two apprentice lineman and has offers out to a couple first class linemen.
- The Fire Department filled a vacancy with a call firefighter, Tom O'Keefe.
- The new County Administrator and Commissioners will be visiting the Board at their meeting on December 16<sup>th</sup>.
- The Town has received the new tax rate of \$13.95 which is a significant increase from last year.
- He announced the Fire Chief's retirement party is scheduled for December 18<sup>th</sup> from 3-5 PM and is open to the public.
- He provided an update on the Town Hall renovation project noting there still have a balance of \$9,046.58. The canopy for the ramp at the rear of the building is scheduled to be installed soon.
- He noted he would be out of the office Friday, December 4, 2015 and Monday, December 7, 2015. Rob Houseman will be acting Town Manger.

### **Committee Reports**

Mr. Harriman stated he attended a Planning Board meeting.

Mrs. Murray stated she attended the Christmas Parade and provided an example of the Fisherville Sweatshirts for sale at businesses downtown.

Mr. Freudenberg stated he has been attending Budget Committee meetings and a Police Commission meeting.

### **Questions from the Press**

None.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to adjourn at 8:09 PM. Member Brad Harriman seconded. Being none opposed, the motion passed.

Respectfully submitted,  
**Amelia Capone-Muccio**  
Recording Secretary