

**Wolfeboro Board of Selectmen
Meeting Minutes – Unapproved
February 17, 2016**

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

Staff present: Director of Planning and Development Rob Houseman, Police Captain Dean Rondeau, Finance Director Peter Chamberlin and Recording Secretary Michele Chamberlain.

Chairman Senecal opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A3

Mr. Houseman stated a non-public session is needed to discuss a personnel matter and the minutes of non-public meetings to review in non-public session.

Consideration of Minutes

Chairman Senecal asked for approval from the Board of the February 3, 2016 minutes.

It was moved by Dave Senecal and seconded by Linda Murray to accept the minutes of February 3, 2016 with an amendment to page 8. Brad Harriman abstained. Members voted and being none opposed, the motion passed.

Public Input

Limited to 3 Minutes per resident, not to exceed 15 minutes in total

Sarah Silk addressed the Board. She would like to discuss with the Board an email that was sent to the Town Manager in November 2015 and to the Board in January. The email stated she was offering her services of being appointed to a board of citizens when hiring a new Town Manager. She stated that she has thirteen years' experience being a member of the Board of Selectmen and was involved in the hiring of the last two Town Managers.

Dave Senecal stated the panels for hiring a new Town Manager have not been set up yet.

Public Hearings

A. Temporary Outdoor Event Permits

- i. **First Congregational Church-Wolfeboro-UCC to hold Easter Sunrise Service on March 27, 2016 from 5:00 AM — 6:30 AM at Albee Beach.**

Chairman Senecal opened the public hearing.

Mike Turn addressed the Board. He stated it is an event we have had for a number of years although last year we did have to move it to Mast Landing because of snow. We would appreciate it if the Board would allow us to have an Easter Service at Albee Beach.

Chairman Senecal closed the public hearing.

It was moved by Dave Senecal and seconded by Dave Bowers to approve the issuance of a Temporary Outdoor Event Permit to the First Congregational Church-Wolfeboro-UCC to hold Easter Sunrise Service on March 27, 2016 from 5:00 AM – 6:30 AM at Albee Beach. Members voted and none being opposed, the motion passed.

- ii. **First Congregational Church-Wolfeboro-UCC to hold Morning Worship Services from June 1, 2016—September 30, 2016 (Sundays only) from 7:30 AM—8:15 AM at Cate Park.**

Chairman Senecal opened the public hearing.

Mike Turn addressed the Board. He stated it is a service that we open to the public. They have approximately 50 to 70 people that attend. It is an event that visitors of the docks and vacationers attend.

Chairman Senecal closed the public hearing.

It was moved by Linda Murray and seconded by Brad Harriman to approve the issuance of a Temporary Outdoor Event Permit to the First Congregational Church-Wolfeboro-UCC to hold Morning Worship Services from June 1 – September 30, 2016 (Sundays only) from 7:30 – 8:15 AM at Cate Park. Members voted and none being opposed, the motion passed.

- iii. **NH Boat Museum to hold the Regional Championship Soling Regatta on June 18 & 19, 2016 from 8:00 AM—5:00 PM at 95 Glendon Street**

Chairman Senecal opened the public hearing.

Mark Whitehead addressed the Board. He stated that this event has happened for the last eight years and they usually have approximately thirty people that attend. He asked the Board if it would be permissible to allow the gift shop to set up a table.

Chairman Senecal stated he believed that was ok but he would have to look that up.

Linda Murray stated she believed it was fine since we let other people sell items.

Linda Murray reminded Mark Whitehead that the NH Boat Museum needed to have their insurance documents up to date.

Chairman Senecal closed the public hearing.

It was moved by Luke Freudenberg and seconded by Dave Bowers to approve the issuance of a Temporary Outdoor Event Permit to the New Hampshire Boat Museum to hold the Regional Championship Soling Regatta on June 18 & 19, 2016 from 8:00 AM – 5:00 PM at 95 Glendon Street. Members voted and none being opposed, the motion passed.

- iv. **NH Boat Museum to hold a Footy Model Yacht Regatta on August 20, 2016 from 8:00 AM—5:00 PM at 95 Glendon Street.**

Chairman Senecal opened the public hearing.

Chairman Senecal asked that Mark Whitehead tell the public what a footy is.

Mark Whitehead addressed the Board. He stated that a footy is a little twelve inch radio control sailboat. This is a very small group that participates in this event although we did have a lot of spectators last year.

Linda Murray questioned whether the concession stand would be at this event.

Mark Whitehead replied it would not.

Chairman Senecal closed the public hearing.

It was moved by Dave Senecal and seconded by Linda Murray to approve the issuance of a Temporary Outdoor Event Permit to the New Hampshire Boat Museum to hold a Footy Model Yacht Regatta on August 20, 2016 from 8:00 AM – 5:00 PM at 95 Glendon Street with the contingent that all insurance documents be provided. Members voted and none being opposed, the motion passed.

- v. **NH Boat Museum to hold a Model Yacht Regatta on April 7--November 10, 2016 (Thursdays only) from 12:00 Noon to 5:00 PM at 95 Glendon Street.**

Chairman Senecal opened the public hearing.

Mark Whitehead addressed the Board. He stated these are US 12 radio sailboats which are 46 inches long. It is a very small group of 6 – 12 people and it is very quiet with no noise.

Linda Murray stated she has been to this event on Tuesdays and it is very interesting to watch these men. It is a wonderful event.

Chairman Senecal closed the public hearing.

It was moved by Linda Murray and seconded by Dave Senecal to approve the issuance of a Temporary Outdoor Event Permit to the New Hampshire Boat Museum to hold Model Yacht Regattas on April 7 – November 10, 2015 (Thursdays only) from 12:00 Noon to 5:00 PM at 95 Glendon Street contingent upon the Town receiving their insurance certificate. Members voted and none being opposed, the motion passed.

- vi. **NH Boat Museum to hold Model Yachting Regattas on April 5—November 15, 2016 (Tuesdays only) from 12:00 Noon—5:00 PM at 95 Glendon Street.**

Chairman Senecal opened the public hearing.

Mark Whitehead addressed the Board. He stated these models are one meter radio control sailboats and it is our biggest program with about 20 people attending. He stated there is usually 20 -30 skippers. He stated it is a nice community event with people stopping by to take pictures.

Mark Whitehead questioned whether he should combine these last two events together.

Chairman Senecal stated the Board likes them divided as they are now.

Chairman Senecal closed the public hearing.

It was moved by Luke Freudenberg and seconded by Brad Harriman to approve the issuance of a Temporary Outdoor Event Permit to the New Hampshire Boat Museum to hold Model Yachting Regattas on April 5 – November 15, 2016 (Tuesdays only) from 12:00 Noon – 5:00 PM at Glendon Street pending that they have an updated insurance certificate. Members voted and none being opposed, the motion passed.

- vii. **Fisherville Committee to hold a Fisherville Brew & Chew event on March 4-6, 2016 from 12:00 Noon-12:00 Midnight at Dockside Parking Lot.**

Chairman Senecal opened the public hearing.

Lucy VanCleve addressed the Board. The Committee is asking to close the Dockside Parking Lot so the ice houses can be shown for their First annual Fisherville Brew & Chew.

Chairman Senecal questioned how many ice houses will there be.

Lucy VanCleve stated 8 or 9 ice houses.

There was a question of time when this event will start and end.

Chairman Senecal stated the event will take place (March 4 – 6, 2016) from Friday 12:00 Noon to 12:00 Noon on Sunday.

Linda Murray stated that the parking lot will be shut down but emergency vehicles will be able to get in and out.

Chairman Senecal closed the public hearing.

It was moved by Linda Murray and seconded by Luke Freudenberg to approve the issuance of a Temporary Outdoor Event Permit to the Fisherville Committee to hold a Fisherville Brew & Chew event on March 4 – March 6, 2016 from 12:00 Noon on March 4 – 12:00 Noon on March 6 at Dockside Parking Lot. Members voted and none being opposed, the motion passed.

- viii. Hospital & Community Aid Association, Inc. to hold the Street Fair on August 5-6, 2016 from 10:00 AM—10:00 PM (setup July 29th, cleanup completed August 8th) at Monument Field.**

Chairman Senecal opened the public hearing.

Sarah Silk addressed the Board. She stated it will be the 79th Annual Hospital Street Fair Sale. The hospital will sell items that people no longer want to people who are dying to have them. The proceeds will go to the hospital to purchase new equipment and help other non-profits within the Town. Ms. Silk stated the insurance certificate will be provided.

Chairman Senecal closed the public hearing.

It was moved by Dave Senecal and seconded by Linda Murray to approve the issuance of a Temporary Outdoor Event Permit to the Hospital & Community Aid Association, Inc. to hold a Street Fair on August 5-6, 2016 from 10:00 AM – 10:00 PM (setup July 29th, cleanup completed August 8th) at Monument Field subject to receiving the new insurance rider. Members voted and none being opposed, the motion passed.

- ix. Brewster Academy to hold On the Green 1 Arts and Crafts Festival on July 8-10, 2016 from 10:00 AM-5:00 PM on July 8 & 9 and 10:00AM-4:00 PM on July 10 at Monument Field.**

Chairman Senecal opened the public hearing.

Christine Brown from Brewster Academy addressed the Board. This festival will consist of individual arts and crafts exhibitors and some snack foods. Some of the proceeds will be used for day scholarships.

Linday Murray asked to clarify what the proceeds would be used for.

Christine Brown stated the proceeds will be used to support our local students for financial aid.

Linda Murray stated the proceeds will really come back into the Town since it will be scholarships for our residents.

Christine Brown stated that was correct.

Chairman Senecal closed the public hearing.

It was moved by Brad Harriman and seconded by Dave Bowers to approve the issuance of a Temporary Outdoor Event Permit to Brewster Academy to hold On the Green I Arts and Crafts Festival on July 8 – 10, 2016 from 10:00 AM – 5:00 PM on July 8 & 9 and 10:00 AM – 4:00 PM on July 10 at Monument Field. Members voted and none being opposed, the motion passed.

- x. **Brewster Academy to hold On the Green 2 Arts and Crafts Festival on August 12-14, 2016 from 10:00 AM-5:00 PM on August 12 & 13 and from 10:00 AM-4:00 PM on August 14 at Monument Field.**

Chairman Senecal opened the public hearing.

Christine Brown addressed the Board. It really is the same event but in August .

Linda Murray stated the funds will also be used for scholarships.

Chairman Senecal closed the public hearing.

It was moved by Brad Harriman and seconded by Dave Bowers to approve the issuance of a Temporary Outdoor Event Permit to Brewster Academy to hold On the Green 2 Arts and Crafts Festival on August 12 – 14, 2016 from 10:00 AM – 5:00 PM on August 12 & 13 and 10:00 AM – 4:00 PM on August 14 at Monument Field. Members voted and none being opposed, the motion passed.

B. Permit for Beer and Wine Use on Town Property

i. Application of Fisherville Committee for a permit to serve and offer for sale beer and wines for consumption at Dockside during Brew and Chew event.

Chairman Senecal opened the public hearing.

Lucy VanCleve, member of Fishersville Committee, addressed the Board. The Committee is seeking permission to have a beer tasting event on the Dockside Parking Lot in a roped off area by Cate Park, but in the parking lot.

Lucy VanCleve stated she needed a signature from the Health Inspector (Chairman Senecal) to provide to the State of New Hampshire.

Linda Murray stated Nolan's Restaurant will be providing the beer and liquor license for this event.

Chairman Senecal closed the public hearing.

It was moved by Linda Murray and seconded by Dave Bowers to approve a permit for a one day Beer Festival on Town property on March 5, 2016. Members voted and none being opposed, the motion passed.

Bulk Vote

A. Weekly Manifests

February 12, 2016

February 19, 2016

B. Property Tax Refunds/Abatements Approvals:

Approvals:

- | | | |
|-------|-----------------------------|---------------------|
| i. | Abatement/Refund #5 (2015) | Tax Map 217, Lot 51 |
| ii. | Abatement/Refund #16 (2015) | Tax Map 268, Lot 43 |
| iii. | Abatement/Refund #20 (2015) | Tax Map 151, Lot 36 |
| iv. | Abatement/Refund #28 (2015) | Tax Map 190, Lot 14 |
| v. | Abatement/Refund #45 (2015) | Tax Map 167, Lot 28 |
| vi. | Abatement/Refund #53 (2014) | Tax Map 222, Lot 8 |
| vii. | Abatement/Refund #54 (2014) | Tax Map 222, Lot 10 |
| viii. | Abatement/Refund #58 (2014) | Tax Map 217, Lot 74 |

C. Property Tax Credits/Exemptions

Approvals:

- i. 24 Allen Road Tax Map 143, Lot 3
- ii. 616 South Main Street Tax Map 260, Lot 63

D. Notice of Intent to Cut Wood or Timber

- i. Gov. Wentworth Hwy Tax Map 167, Lot 28
- ii. Bryant Road Tax Map 152, Lot 3

E. Raffle Permits

- i. Friends of Abenaki 50/50 Raffle
- ii. Hospital & Community Aid Association, Inc.

F. Accept Grants Under \$10,000

- i. Grant of \$500 from NH Charitable Foundation to Wolfeboro Public Library

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

Appointments

A. Trustees of Trust Funds Alternate Member

Barbara Lobdell addressed the Board requesting Dennis J. O'Hern be appointed as an alternate member. He will be replacing Roger Hardy, who passed away recently.

It was moved by Dave Senecal and seconded by Linda Murray to appoint Dennis J. O'Hern as an alternate member of the Trustees of Trust Funds for a term to expire April 30, 2019.

New Business

A. Monthly Budget Expenditures and Revenues Report

Finance Director, Peter Chamberlin addressed the Board. He stated when we hire a new Town Manager we may have to do a small review to the budget.

Linda Murray asked about the highways and streets report on page 23. She stated there has been no expenditure of gas, oil, and diesel fuel. She questioned whether the report was done monthly.

Peter Chamberlin stated the report is done monthly but the Town has had some illnesses and they are a little behind but there are expenses for gas, oil and diesel fuel.

B. Transfer of the Balance of the Gary P. Parker Trust to the Trustees of Trust Funds

Robert Stewart, Treasurer of Trustees of Trust Funds, addressed the Board. Barbara White called him asking if the Trustees could accept the balance transfer of approximately \$16,000 of the funds from the Gary P. Parker Trust. The funds were mostly raised through a golf tournament which they have not done for a few years. The intent of the Trust was to raise funds and to provide a scholarship each year to a Kingwood student planning to pursue a career in public service or teaching. The Articles of Agreement of the organization and its registration with the State of NH were revoked effective January 1, 2016. The registration fees were not continued by the organization. The Attorney General's Office has advised us on the guidance of how the funds will be transferred. The Kingswood High School Guidance office will work with the Trustees to select students for scholarships in accordance with the wishes of Barbara White.

It was moved by Linda Murray and seconded by Dave Senecal that the Board pursuant to RSA 31:19 vote to accept the funds in the Gary P. Parker Trust, said funds of approximately \$16,000 to be administered by and under the custody of the Trustees of Trust Funds. Members voted and none being opposed, the motion passed.

C. Grant Agreement with NHDES for Milfoil Harvesting

Kathy Barnard, Chairman of the Milfoil Control Committee, addressed the Board. This is an annual grant for the amount of \$5,288 for 2016 from New Hampshire Department of Environmental Services used to treat the milfoil in Back Bay. The grant will be used for hand-pulling of milfoil for 8 – 10 days (although the state approved 16 days) in the 2016 season since the Committee decided not to do chemical treatment of Back Bay this year.

It was moved by Dave Senecal and seconded by Brad Harriman to accept DES funds up to \$5,288 and to enter into a contract with the Department of Environmental Services, and further to authorize the Town Manager to execute any documents which may be necessary for this contract with the State. Members voted and none being opposed, the motion passed.

D. Sawmill Marina Boundary Line Adjustment Proposal

Linda Murray stepped down because she had a conflict of interest.

Roger Murray, Attorney for Sawmill Marina Boating Club addressed the Board.

Charles Schwager, President of the Sawmill Marina, was present with Roger Murray.

Roger Murray addressed the Board reading a letter he had written to the Board. The letter stated, "I request that the Board initiate the process under RSA 41:14-a to allow Sawmill Marina to acquire an approximately 16 square foot portion of Wood Avenue with 8 feet of frontage on Back Bay. The Sawmill Marina docks are 30 years old and need to be rebuilt. Boats are now wider than they were when the Sawmill Marina docks were constructed and there is no longer adequate distance between the finger docks from 18 to 20 feet. In order to avoid the extending the southwesterly dock further into Back Bay, Sawmill Marina wishes to remove the last finger dock and the 4 slips it accommodates and relocate the dock and those slips to the shorter, northeasterly dock. Sawmill Marina wishes to acquire the small, triangular portion of Wood Avenue in order to meet the setback of the northeasterly dock from the projection of the common boundary between the Marina and Wood Avenue. The triangular parcel would become a part of Sawmill Marina's existing property and would not constitute a separate lot of record."

Chairman Senecal stated the Planning Board and the Conservation Commission would need to be informed and that two public hearings would need to be set up.

Brad Harriman questioned the width of the right of way.

Roger Murray stated it is a 40 foot right of way.

It was moved by Dave Senecal and seconded by Luke Freudenberg to notify the Planning Board and the Conservation Commission about this proposed transaction and to request their comments and recommendations. Members voted and none being opposed, the motion passed.

Linda Murray returned.

E. 2016 Voters Guide

Linda Murray asked that boxes be put in the Voters Guide to make it easier for people to read.

It was moved by Dave Senecal and seconded by Dave Bowers to approve the 2016 Voters Guide. Members voted and none being opposed, the motion passed.

F. Town Manager Recruitment Process

Dave Senecal stated MRI has received resumes from 44 candidates. The resumes were received from candidates in 14 states, including 16 from New Hampshire, 7 from Maine and 5 from

Massachusetts. There were also 3 candidates from Vermont and Virginia, 2 from Texas, and 1 each from Florida, Rhode Island, Alaska, North Carolina, Iowa, Georgia, Connecticut and Maryland. The candidates seem like they are well qualified.

Linda Murray stated that the Board is accepting letters for 2 staff members and 5 community members to be on the panel for hiring the new Town Manager. Those interviews will be on April 7th 2016. Linda Murray stated Sarah Silk had already shown her interest but any others from the community were welcome to send in their letters for selection.

Brad Harriman stated MRI has a website .The email address is wolfeboro@mrigov.com.

Rob Houseman stated it was also on the Town website as well.

Old Business

Linda Murray asked for the Board's opinion on the set up of table and chairs for Dave Owen's retirement party on March 29, 2016 from 4 PM – 6:30 PM.

It was decided to have the center of the room open for people to talk and mingle with chairs being on the perimeter.

Rob Houseman stated to have some table and chairs set up for people to eat at.

Linda Murray stated she will have two tables with chairs for people to eat at.

Any Other Business

None

Town Manager's Report

Rob Houseman stated the following:

He wanted to remind people of the program Solarize Wolfeboro that will take place on February 28 & 29, 2016 at the Great Hall.

He stated the Hawkers and Peddlers licenses have been awarded.

Committee Reports

Linda Murray stated she attended the Chamber of Commerce Executive Board Meeting and the Chamber Social.

Dave Senecal will be attending an AG Meeting next week.

Luke Freudenberg had nothing to report at this time.

Dave Bowers stated he went to the Library Committee Meeting and everything is going well for the library. He stated the EDC has cancelled their last meeting so he had nothing to report at this time.

Brad Harriman stated he attended the Planning Board Meeting last night. It was the first meeting they had that took place at the Great Hall. It was a work session with no public hearings taking place.

Questions from the Press

Tom Beeler stated he would have a write up about the community members needed to serve on the panel for hiring a new Town Manager.

Dave Senecal asked that the Voters Guide be sent to Dave Owen or Rob Houseman to double check before it went to print.

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

Chairman Dave Senecal moved the Wolfeboro Board of Selectmen to enter non-public session at 7:19 PM to discuss a personnel matter and the minutes of non-public meetings to review in non-public session. Linda Murray seconded. Members voted and being none opposed, the motion passed.

The Board re-entered public session at 7:48 PM.

It was moved by Dave Senecal and seconded by Luke Freudenberg to seal the non-public minutes of February 17, 2016 non-public meeting which was approved by roll call vote, with Dave Senecal voting yes, Linda Murray voting yes, Dave Bowers voting yes, Luke Freudenberg voting yes, and Brad Harriman voting yes.

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

Chairman Senecal moved the Wolfeboro Board of Selectmen to adjourn at 7:50 PM.
Member Brad Harriman seconded. Being none opposed, the motion passed.

Respectfully submitted,
Michele Chamberlain,
Recording Secretary