

**Wolfeboro Board of Selectmen
Meeting Minutes
Unapproved
January 8, 2014**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Municipal Electric Department Director of Operations Barry Muccio, Public Works Director Dave Ford and Recording Secretary Amelia Capone-Muccio.

Chairman Silk opened the meeting at 6:30 PM.

Non-Public Session

Mr. Owen stated a non-public session is needed to discuss non-public minutes, litigation and personnel.

Consideration of Minutes

➤ **12/18/13**

Chairman Silk amended page five, the fifth paragraph from the bottom, to change the last sentence to read as follows: She stated they have discussed the idea of phased construction and although some of it can be done piecemeal (such as electrical and plumbing) and some phased construction has already taken place, there is a cost savings to doing the project all at once and they are at the point where they need to move forward with this project.

Mrs. Murray amended page five, the fifth paragraph to add "town residents" and strike "they are" in the second to last line.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to approve the minutes of December 18, 2013 as amended. Dave Senecal seconded. Members voted, and being all in favor, the motion passed.

Public Input

None.

Public Hearing

➤ ***Temporary Event Permits***

A. Cystic Fibrosis Foundation to hold an Awareness Walk on May 17, 2014 from 8:00 AM to 2:00 PM at Foss Field.

Chairman Silk opened the public hearing.

Sarah Foyne addressed the Board and stated she is a volunteer for the Cystic Fibrosis Foundation as her daughter suffers from this disease and this is the third year of this event to help raise funds to find a cure. They plan to run the event the same as the past three years.

Mrs. Murray noted it is the same day as the Great Smith River Canoe Race.

Mrs. Foyne replied the walk starts at 10 AM and they will be done by 1 PM and take all their trash with them.

Being no others to speak for or against the event, Chairman Silk closed the hearing. She noted the notes on the permit.

Mrs. Murray noted that they have not received the insurance certificate.

It was moved by Linda Murray and seconded by Dave Senecal to approve the temporary event permit for the Cystic Fibrosis Foundation to hold an Awareness Walk on May 17, 2014 from 8:00 AM to 2:00 PM at Foss Field contingent upon receiving the insurance certificate prior to the event. Members voted and being all in favor the motion passed unanimously.

B. Wolfeboro Parks & Recreation Department and Cate Park Band to hold Band Concerts on June 25, July 2, 4, 9, 16, 23, 30 and August 6, 13, 20, 27, 2014 from 6:30 PM-9:30 PM at the Wolfeboro Community Bandstand.

Chairman Silk opened the public hearing.

Doug Cady addressed the Board and stated they plan to run the popular event the same as the past thirty years.

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

It was moved by Linda Murray and seconded by Brad Harriman to approve the temporary event permit for the Wolfeboro Parks & Recreation Department and Cate Park Band to hold Band Concerts on June 25, July 2, 4, 9, 16, 23, 30 and August 6, 13, 20, 27, 2014 from 6:30 PM-9:30 PM at the Wolfeboro Community Bandstand. Members voted and being all in favor the motion passed.

C. Friends of the Wolfeboro Community Bandstand, Inc. to hold Concerts on July 5, 12, 19, 26 and August 2, 9, 16, 23, 30, 2014 from 5:00 PM-10:00 PM at the Wolfeboro Community Bandstand.

Chairman Silk opened the public hearing.

Doug Cady addressed the Board and stated this will be the 20th season of this event and it has been a very rewarding experience. He noted they plan to put down a new floor and railings before the season starts.

Chairman Silk noted that should be noted on the calendar at the town office.

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

It was moved by Dave Senecal and seconded by Brad Harriman to approve the temporary event permit for the Friends of the Wolfeboro Community Bandstand, Inc. to hold Concerts on July 5, 12, 19, 26 and August 2, 9, 16, 23, 30, 2014 from 5:00 PM-10:00 PM at the Wolfeboro Community Bandstand. Members voted and being all in favor the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated December 27, 2013
2. Manifest dated January 3, 2014
3. Manifest dated January 10, 2014

B. Tax Abatements/ Refunds

- i. 838 Center Street Tax Map 102, Lot 8-S14
- ii. 168 Forest Road (2012) Tax Map 215, Lot 46
- iii. 168 Forest Road (2013) Tax Map 215, Lot 46
- iv. 170 Forest Road (2012) Tax Map 215, Lot 52
- v. 170 Forest Road (2013) Tax Map 215, Lot 52
- vi. Forest Road (2012) Tax Map 215, Lot 53
- vii. Forest Road (2013) Tax Map 215, Lot 53
- viii. 61 Haines Hill Road #21 Tax Map 86, Lot 1-21
- ix. 61 Haines Hill Road #36 Tax Map 86, Lot 1-36
- x. 61 Haines Hill Road #16 Tax Map 86, Lot 1-16
- xi. 139 Gov. Wentworth Hwy #E6 Tax Map 133, Lot 20-E6
- xii. 36 Endicott Street #6 Tax Map 217, Lot 118-6
- xiii. Grand View Commons (2010) Tax Map 199, Lot 15-14
- xiv. Grand View Commons (2011) Tax Map 199, Lot 15-14
- xv. Grand View Commons (2012) Tax Map 199, Lot 15-14
- xvi. Grand View Commons (2013) Tax Map 199, Lot 15-14
- xvii. Grand View Commons (2010) Tax Map 199, Lot 15-16
- xviii. Grand View Commons (2011) Tax Map 199, Lot 15-16
- xix. Grand View Commons (2012) Tax Map 199, Lot 15-16
- xx. Grand View Commons (2013) Tax Map 199, Lot 15-16
- xxi. Grand View Commons (2010) Tax Map 199, Lot 15-17
- xxii. Grand View Commons (2011) Tax Map 199, Lot 15-17
- xxiii. Grand View Commons (2012) Tax Map 199, Lot 15-17
- xxiv. Grand View Commons (2013) Tax Map 199, Lot 15-17
- xxv. Grand View Commons (2010) Tax Map 199, Lot 15-18
- xxvi. Grand View Commons (2011) Tax Map 199, Lot 15-18
- xxvii. Grand View Commons (2012) Tax Map 199, Lot 15-18
- xxviii. Grand View Commons (2013) Tax Map 199, Lot 15-18
- xxix. Grand View Commons (2010) Tax Map 199, Lot 15-20
- xxx. Grand View Commons (2011) Tax Map 199, Lot 15-20

- xxxi. Grand View Commons (2012) Tax Map 199, Lot 15-20
- xxxii. Grand View Commons (2013) Tax Map 199, Lot 15-20
- xxxiii. Grand View Commons (2010) Tax Map 199, Lot 15-22
- xxxiv. Grand View Commons (2011) Tax Map 199, Lot 15-22
- xxxv. Grand View Commons (2012) Tax Map 199, Lot 15-22
- xxxvi. Grand View Commons (2013) Tax Map 199, Lot 15-22
- xxxvii. Grand View Commons (2010) Tax Map 213, Lot 26-24
- xxxviii. Grand View Commons (2011) Tax Map 213, Lot 26-24
- xxxix. Grand View Commons (2012) Tax Map 213, Lot 26-24
- xl. Grand View Commons (2013) Tax Map 213, Lot 26-24
- xli. Grand View Commons (2010) Tax Map 213, Lot 26-26
- xl. Grand View Commons (2011) Tax Map 213, Lot 26-26
- xl. Grand View Commons (2012) Tax Map 213, Lot 26-26
- xl. Grand View Commons (2013) Tax Map 213, Lot 26-26
- xl. Grand View Commons (2010) Tax Map 213, Lot 26-28
- xl. Grand View Commons (2011) Tax Map 213, Lot 26-28
- xl. Grand View Commons (2012) Tax Map 213, Lot 26-28
- xl. Grand View Commons (2013) Tax Map 213, Lot 26-28
- xl. Grand View Commons (2010) Tax Map 214, Lot 1-32
- l. Grand View Commons (2011) Tax Map 214, Lot 1-32
- li. Grand View Commons (2012) Tax Map 214, Lot 1-32
- lii. Grand View Commons (2013) Tax Map 214, Lot 1-32
- liii. Grand View Commons (2010) Tax Map 214, Lot 1-34
- liv. Grand View Commons (2011) Tax Map 214, Lot 1-34
- lv. Grand View Commons (2012) Tax Map 214, Lot 1-34
- lvi. Grand View Commons (2013) Tax Map 214, Lot 1-34
- lvii. Grand View Commons (2010) Tax Map 214, Lot 1-35
- lviii. Grand View Commons (2011) Tax Map 214, Lot 1-35
- lix. Grand View Commons (2012) Tax Map 214, Lot 1-35
- lx. Grand View Commons (2013) Tax Map 214, Lot 1-35
- lxi. Grand View Commons (2010) Tax Map 214, Lot 1-36
- lxii. Grand View Commons (2011) Tax Map 214, Lot 1-36
- lxiii. Grand View Commons (2012) Tax Map 214, Lot 1-36
- lxiv. Grand View Commons (2013) Tax Map 214, Lot 1-36
- lxv. Grand View Commons (2010) Tax Map 214, Lot 1-37
- lxvi. Grand View Commons (2011) Tax Map 214, Lot 1-37
- lxvii. Grand View Commons (2012) Tax Map 214, Lot 1-37
- lxviii. Grand View Commons (2013) Tax Map 214, Lot 1-37

C. Property Tax Credits/ Exemptions

Approvals

- i. 330 Beach Pond Road Tax Map 98, Lot 32
- ii. 14 Kenyann Drive Tax Map 177, Lot 10-71

D. Notices of Intent to Cut Wood or Timber

- i. New Garden Road Tax Map 269, Lot 7 and Tax Map 255, Lot 4

- ii. Beach Pond Road Tax Map 41, Lots 1 & 1.1
- iii. Beach Pond Road Tax Map 52, Lot 1

Mrs. Murray noted she noticed a lot of errors in the amounts vs. what was issued by the court and she contacted the Contract Assessor and he explained that the software will not allow them to change the amount as provided by the court but he is looking to getting such corrected. She stated they are signing the amounts based on what the court agreed on.

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to approve the Bulk Vote as listed. Dave Bowers seconded. Members voted, all in favor, the motion passed.

New Business

A. 2014 Budget Revenues.

Pete Chamberlin, Finance Director, addressed the Board with regards to the revenues he plans to discuss at the Budget Committee meeting tomorrow. He provided the Board with an update version noting he had to make a correction to Garwood's and the Brookfield and Tuftonboro Parks and Recreation revenues.

Mrs. Murray questioned if they will come in on the bottom line as this is dated 11/30th.

Mr. Chamberlin replied he has not done the final year report yet, but expects to receive more revenue.

Mrs. Murray questioned the \$200,000 special revenue fund transfer.

Mr. Chamberlin replied that is the funds for the Electric Department digger/derrick truck.

Mrs. Murray questioned the \$1 million for the Center Street project.

Mr. Chamberlin replied that is the State's portion for Center Street.

It was moved by Linda Murray and seconded by Dave Senecal to approve the 2014 Budgeted Revenues as presented. Members voted and being none opposed, the motion passed.

B. Revise Mileage and Expense Reimbursement policy.

Mr. Owen stated that the IRS rate has been revised its Standard Mileage Rates for 2014 down to 56 cents/mile. This is a slightly lower rate from last year.

It was moved by Brad Harriman and seconded by Dave Senecal for the Wolfeboro Board of Selectmen to approve revising the Town's Mileage and Expense Reimbursement Policy, as follows:

Mileage & Expense Reimbursement Policy
Town of Wolfeboro

I. PURPOSE

The purpose of this policy is to fairly compensate town employees for the cost of business and professional development expenses, as well as the use of their private vehicles on approved town business.

II. REIMBURSEMENT

- a. Mileage expenses will be reimbursed at the rate of 56 cents per mile effective January 1, 2014. This rate may be revised by the Board during the year as may be necessary.
- b. Other approved expenses will be reimbursed upon submission of valid receipts showing the actual payment by the individual.
- c. Said requests for mileage and other expenses shall be submitted upon forms provided by the Finance Office and must be approved by the Department Head and/or the Town Manager.

III. INSURANCE

In order for a town employee to qualify for mileage reimbursement for the use of his/her private vehicle for Town related business under this policy, the employee shall provide the Town with a copy of the declaration section of a valid personal or business auto policy with himself or herself indicated as the named insured for the vehicle in use, to show limits of liability with a minimum of \$100,000 per person and \$300,000 per accident for bodily injury to others, \$100,000 property damage to others. \$100,000/ \$300,000 uninsured motorists bodily injury, and \$5,000 medical insurance payments coverage; or the policy shall show a minimum of \$300,000 Combined Single Limits for liability protection.

Members voted and being none opposed, the motion passed.

C. Pole Licensing for Cowper Road

Barry Muccio addressed the Board and explained that he was solicited by Cory Eastman to provide a 1,700 foot line extension to provide power to the Eastman's property on Cowper Road. He noted that because Cowper Road is a Scenic Byway he needed to seek Planning Board approval and the Planning Board approved the request for the line extension at their last meeting.

Mr. Harriman stated he is the Board's representative to the Planning Board and he attended the meeting where Mr. Muccio presented the request and that the Planning Board felt Barry Muccio did an excellent job providing a line extension on the scenic road with the least impact to the beautiful trees that line that road.

Chairman Silk stated she was curious to the zig/zag pattern of the line.

Mr. Muccio replied it was a way he could provide this line and have the least amount of cutting as there are some nice old oak trees on that road.

It was moved by Linda Murray and seconded by Dave Senecal for the Wolfeboro Board of Selectmen to approve and authorize the Board's Chairperson to sign the Pole Location Plan for the line extension from the intersection of Cowper and Stoddard Roads to a new house at 74 Cowper Road.

DISCUSSION:

Chairman Silk questioned when this would be done.

Mr. Muccio replied within the month if the weather cooperates.

Members voted and being none opposed, the motion passed.

➤ ***Update on Electric Rate***

Mr. Owen stated he thought this may be a good time while Mr. Muccio was at the meeting to provide an updated analysis on the Municipal Electric rate compared to surrounding providers and alternative providers.

Mr. Muccio provided an analysis comparing MED to the surrounding Electric providers as well as the alternative power companies that were soliciting the residents last summer. He reviewed this comparison showing that Wolfeboro's rate is still lower than these other companies including the alternative providers. (See attached)

Mrs. Murray noted she recently read an article that the alternative power companies were having trouble providing a competitive rate.

Mr. Owen clarified there was an article in the Union Leader addressing such and that they did receive numerous complaints last summer from residents who wanted the option to get the alternative power rate which the town does not participate in and noted that those residents will be thankful to know that a lot of the customers who did buy into the alternative power companies are now paying as much as 3 times the rate.

Mrs. Murray stated she plans to share this information with the Chamber of Commerce tomorrow.

D. Josiah W. Brown Scholarship Awards

Mr. Owen stated the Town has received 6 applications for the Josiah W. Brown Scholarship and five of those are previous recipients to the scholarship. He stated they all meet the guidelines and he recommends awarding each recipient \$1,000.

It was moved by Sarah Silk and seconded by Dave Senecal to approve and award scholarship grants from the Josiah W. Brown Scholarship Fund in the amount of \$1,000 each to the following individuals: Sarah P. Nichols; Nicholas V. Krainchich; Milan E. Krainchich; Courtney A. Bickford; Mikayla B. Jacobs; and Megan Ziegler. Members voted and being none opposed, the motion passed.

Mrs. Murray noted they will need a payment in order to have funds for the next round of scholarships.

Mr. Owen replied he has sent an e-mail to the Trustees of the Josiah W. Brown Trust notifying them that this award of scholarships will deplete the funds and they will need a payment of funds to give out the next awards in the summer.

E. Town Report Dedications

Chairman Silk stated she would like to table this discussion to the next meeting as she had a question for the Town Clerk.

Mr. Owen suggested the review on at their special meeting next Wednesday in order to have time to get the information to the printer.

F. Review of Power Point presentation for the Video Taping session

Chairman Silk provided the copy of the presentation for the Board to review and reminded them they will be doing the taping on January 15, 2014 at 1:00 PM at Kingswood High School. She reviewed the list of articles and the Board agreed the Board members would address the articles as follows for the taping:

- Middleton Rd Article B- Dave S & Brad
- Town Hall Article C- Sarah & Linda
- DPW Article E-Dave S & Brad
- Operating Budget Article F- Dave Owen
- Roads Article G- Brad & Dave B
- Sidewalks Article H-Sarah & Dave B
- Temp office space Article I- Sarah & Linda
- Library Article J-Dave B & Library Trustees
- MED Article K- Dave B & Brad
- Capital Reserve Article L- Linda
- Fire Article M-Dave S & Linda
- PW Vehicles Article N-Dave B & Dave S
- Abenaki Article O- Dave S

Chairman Silk noted any changes should be submitted back to the Town office by Friday morning to allow time for those changes to be made.

Mrs. Murray stated she has couple pictures of the clock tower that could be put on the town report.

Mr. Owen replied the Board already had a photo for the front cover photo at a previous meeting but agreed the pictures she suggested could be used for the front and back covers.

Any Other Business

➤ *Special Election Coverage*

The Board agreed that Sarah Silk, Linda Murray and Brad Harriman would be in attendance for the special election on January 21, 2014. The Public Works staff will set up the booths on Monday and because it is a holiday and would have to be paid accordingly.

Chairman Silk noted an article she read recently regarding funding problems and environmental problems with road and bridge construction over the next few years.

Town Manager's Report

Mr. Owen reported the following:

- He stated they have received notification from the US Department of Justice that the terms of the Settlement Agreement have been completed. He noted this issue started back in 2006, with the Settlement Agreement starting in 2010.
- The Municipal Manager's Association is going to be meeting with the Transportation Commissioner. He anticipates there will be discussion the state of the NH Highways and the need for funding.

Committee Reports

Mr. Harriman attended the Planning Board meeting last night where they discussed a few boundary line adjustments and the subdivision of Trites Auto for Bartlett Tree Company.

Mr. Bowers reported the Library is looking for some alternates for the Library Board of Trustees. The Library reports ongoing issues with the heating system.

Mrs. Murray stated did not have any meetings but she did volunteer for First Night for the Chamber of Commerce which was a wonderful event.

Chamber of Commerce

None.

Public Comment

None.

Questions from the Press

Elissa Paquette of the Granite State News questioned if there is a limited number of scholarships for the Josiah W. Brown and how much they are.

Chairman Silk replied that it is based on the amount of funds they have, they had \$6,000 and six recipients. It all depends on the money they receive for the account.

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

Member Linda Murray moved the Wolfeboro Board of Selectmen to enter non-public session at 7:30 PM to discuss personnel. Dave Senecal seconded. Roll call vote: Dave Senecal-yes, Brad Harriman-yes, Sarah Silk-yes, Dave Bowers-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 9:01 PM.

Chairman Silk stated the non-public session minutes of January 8, 2014 were sealed by a 2/3rds 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 9:02 PM. Member Sarah Silk seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary