

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
June 4, 2014**

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

Members excused: None.

Staff present: Acting Town Manager Rob Houseman, Finance Director Pete Chamberlin, Parks & Recreation Director Ethan Hipple and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session

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

Consideration of Minutes

➤ 5/21/14

Member Sarah Silk moved the Wolfeboro Board of Selectmen approve the minutes of May 21, 2014 as submitted. Dave Bowers seconded. Members voted and being all others in favor, the motion passed.

Public Input

None.

Public Hearings

Temporary Event Permit Applications

- i. Wolfeboro Area Recreation Association to hold a Duathlon on July 26, 2014 from 8:00 AM to 11:00 AM at Albee Beach.**

Chairman Murray opened the public hearing.

Holly Williams addressed the Board and stated this would be the fourth annual Chunky Dunk and the 2nd annual Paddle Board race.

Being no others to speak for or against the permit, Chairman Murray closed the public hearing.

Ms. Silk questioned a rain date.

Ms. Williams replied the event is rain or shine.

It was moved by Dave Bowers and seconded by Sarah Silk to approve the issuance of a temporary event permit to the Wolfeboro Area Recreation Association to hold a Duathlon on July 26, 2014 from 8:00 AM to 11:00 AM at Albee Beach. Members voted and being none opposed, the motion passed.

- ii. **Wolfeboro Area Recreation to hold a Family Event on July 19, 2014 from 10:00 AM to 3:00 PM at Brewster Field.**

Chairman Murray opened the public hearing.

Ms. Williams addressed the Board and stated this is the 8th annual Nick Fest, but the second year they will hold it at Brewster Field. She stated they have extended the length of the event to seek more participation for the fundraiser. She noted the rain date would be Sunday.

Being no others to speak for or against the permit, Chairman Murray closed the public hearing.

Ms. Silk questioned the inflatables.

Ms. Williams replied the rental company has strict rules for wind.

It was moved by Dave Bowers and seconded by Sarah Silk to approve the issuance of a temporary event permit to the Wolfeboro Area Recreation to hold a Family Event on July 19, 2014 from 10:00 AM to 3:00 PM at Brewster Field (rain date July 20th). Members voted and being none opposed, the motion passed.

- iii. **American Cancer Society to hold Relay for Life on June 21-June 22, 2014 from 12:00 PM-8:00 AM at the Nick.**

Chairman Murray opened the public hearing.

Karen Anthony addressed the Board to state they will hold this event the same as in years past.

Being no others to speak for or against the permit, Chairman Murray closed the public hearing.

It was moved by Sarah Silk and seconded by Brad Harriman to approve the issuance of a temporary event permit to the American Cancer Society to hold Relay for Life on June 21-June 22, 2014 from 12:00 PM-8:00 AM at the Nick. Members voted and being none opposed, the motion passed.

- iv. **Wolfeboro Historical Society, Clark House Museum to hold a Civil War Encampment on June 28, 2014 from 10:00 AM to- 7:30 PM and June 29, 2014 from 10:00 AM-2:00 PM at 233 South Main Street.**

Chairman Murray opened the public hearing.

Sheryl Ross addressed the Board to explain this is a new event and has already spoken to the Fire Department and Police Department.

Being no others to speak for or against the permit, Chairman Murray closed the public hearing.

Ms. Silk noted a new certificate of insurance is needed naming the town.

It was moved by Dave Senecal and seconded by Sarah Silk to approve the issuance of a temporary event permit to the Wolfeboro Historical Society, Clark House Museum to hold a Civil War Encampment on June 28, 2014 from 10:00 AM to- 7:30 PM and June 29, 2014 from 10:00 AM-2:00 PM at 233 South Main Street contingent upon a new certificate of insurance. Members voted and being none opposed, the motion passed.

- v. **Wolfeboro Historical Society, Clark House Museum to hold Downtown Walking Tours on July 5, 2014 from 2:00 PM -3:00 PM, July 26, 2014 from 11:00 AM-12:00 PM, August 1, 2014 from 2:00 PM- 3:00 PM and August 29, 2014 from 2:00 PM-3:00 PM from Pickering Corner to Wolfeboro Inn.**

Chairman Murray opened the public hearing.

Sheryl Ross addressed the Board to explain she plans to hold the event the same as last year.

Being no others to speak for or against the permit, Chairman Murray closed the public hearing.

It was moved by Dave Senecal and seconded by Sarah Silk to approve the issuance of a temporary event permit to the Wolfeboro Historical Society, Clark House Museum to hold Downtown Walking Tours on July 5, 2014 from 2:00 PM -3:00 PM, July 26, 2014 from 11:00 AM-12:00 PM, August 1, 2014 from 2:00 PM- 3:00 PM and August 29, 2014 from 2:00 PM-3:00 PM from Pickering Corner to Wolfeboro Inn. Members voted and being none opposed, the motion passed.

- vi. **Wolfeboro Public Library Board of Trustees and Friends of Wolfeboro Public Library to hold an Ice Cream Social on July 12, 2014 from 12:00 Noon -2:00 PM at the Wolfeboro Public Library.**

Chairman Murray opened the public hearing.

Pru Fitts, Library Board Trustee, addressed the Board to discuss the annual Ice Cream Social that is free and open to the public for thanking them their support of the Wolfeboro Public Library.

Being no others to speak for or against the permit, Chairman Murray closed the public hearing.

It was moved by Sarah Silk and seconded by Dave Senecal to approve the issuance of a temporary event permit to the Wolfeboro Public Library Board of Trustees and Friends of Wolfeboro Public Library to hold an Ice Cream Social on July 12, 2014 from 12:00 Noon -2:00 PM at the Wolfeboro Public Library. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated May 30, 2014
2. Manifest dated June 6, 2014

B. Property Tax Abatements/Refunds

Approvals

- | | |
|----------------------------|-----------------------|
| i. 103 Holden Shore Rd | Tax Map 266 Lot 3 |
| ii. 361 Lake Shore Terrace | Tax Map 177, Lot 34 |
| iii. 365 & 367 Center St | Tax Map 177, Lot 35 |
| iv. 46 Albee Beach Rd | Tax Map 164, Lot 36 |
| v. 2 Bay Berry Lane | Tax Map 177, Lot 10-6 |

C. Notice of Intent to Cut Wood or Timber

- | | |
|--------------------|-------------------|
| i. North Line Road | Tax Map 67, Lot 4 |
| ii. Tibbetts Road | Tax Map 85, Lot 4 |

D. Tax Warrant

E. Raffle Permit-Ladies of the Lake Quilters Guild

Ms. Silk requested to vote on E separately due to a conflict.

It was moved by Sarah Silk and seconded by Dave Senecal to remove item E from the Bulk Vote to vote on separately. Members voted a being none opposed, the motion passed.

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

It was moved by Dave Senecal and seconded by Brad Harriman to accept Bulk Vote item E. Members voted, Sarah Silk abstained and all others in favor, the motion passed.

Appointments

➤ *Health Officer and Health Inspector*

It was moved by Brad Harriman and seconded by Dave Bowers to approve and sign the appointments of Schelly Rondeau as Health Officer and David Senecal as Health Inspector for terms of 3 years. Members voted and being none opposed, the motion passed.

New Business

A. Parking restrictions at Bailey's Bubble

Chairman Murray suggested they table this item as she needs some further information for the discussion such as how often the spaces are not used because people are standing there etc.

It was moved by Sarah Silk and seconded by Dave Bowers to table the discussion on the parking at Bailey's Bubble to the next meeting. Members voted, being all in favor, the motion passed.

B. Monthly Budget Expenditures and Revenues Report

Pete Chamberlin referred to his reporting as of 5/29/14 and noted the overall budget is expended at 38.488%. He noted he plans to have the draft audit to the Board soon with a tentative scheduled meeting with the auditors in July.

Chairman Murray questioned the water and sewer at the Clark House.

Mr. Chamberlin replied that he believes it was due to a leak.

Chairman Murray questioned why she got two electric bills a week a part with the same amount.

Mr. Chamberlin replied it was due to a computer error in the billing.

C. Tax Anticipation Note

Mr. Chamberlin stated this is for a short term tax anticipation note to borrow funds cover expenditures until the tax payments come in.

It was moved by Brad Harriman and seconded by Dave Senecal to approve and sign the Tax Anticipation Note as recommended by the Finance Director. Members voted and being none opposed, the motion passed.

Mr. Chamberlin noted the bond sale is scheduled for June 11th and questioned if he could provide a draft document for the Board to review next week to finalize at the Board's next meeting since he will be away. The Board agreed.

D. Capital Projects Update

Pete Chamberlin provided a brief update of the supplemental Capital Projects summary (see attached) and noted that there is about \$ 11,573 expended towards the Town Hall project so far.

Chairman Murray questioned if the left over funds from last year would be put towards the windows.

Mr. Houseman replied yes, the Town encumbered those funds for repairs to the windows, but such would not be done right away as that project will be incorporated with the construction project.

Chairman Murray questioned the design for the Abenaki Lodge.

Mr. Hipple addressed the Board and replied that it is at the conceptual stage preparing for RFP.

Mr. Bowers mentioned noting the Abenaki area as a Wildlife preservation area.

Mr. Ford reviewed his Capital Projects Report dated May 30, 2014. (See attached) He noted that some things unfortunately have been on hold due to the time put in on the lawsuit.

E. Annual Septage Agreement-Plymouth Village Water & Sewer District

Dave Ford addressed the Board and stated the agreement with Plymouth Village Water & Sewer District is expiring and up for renewal. He explained this agreement provides a reduced rate to accept septage beyond what can be taken at the town site. He is recommending the town renew the agreement for another 5 years.

Ms. Silk noted this is a common problem in most towns and there is a need to accommodate the larger waste haulers.

Mr. Harriman questioned if it would be cost effective to haul it closer.

Chairman Murray replied that the problem is closer facilities have restricted days or amounts.

It was moved by Sarah Silk and seconded by Dave Bowers to approve and sign the Septage Agreement with a Five Year Term with Plymouth Village Water and Sewer District (5-year agreement at \$100/year). Members voted and being none opposed, the motion passed.

F. Veterans Transitional Housing Project

Robert Pierpont, retired military Chief Petty Officer of 21 years, addressed the Board to discuss a proposed transitional housing project for veterans at the site of the old nursing home in Ossipee, NH. He reviewed a slide show of proposed plan to renovate a portion of the facility to serve as a place for veterans to transition back into society. He explained at this time the facility will house single men only (decision of the County Commissioner's) and provide housing and training. He stated that this point they are visiting the surrounding communities as they need to raise some funds to get this project off the ground.

Ms. Silk noted it seems like a shame to tear down portions of the building when they could be used.

Tom Beeler of the Granite State News replied he believes that decision was made due to the condition and extensive renovations that would need to be done.

Ms. Silk questioned if there is a date they need to raise the funds by.

Mr. Peirpont replied they have 10 months to raise some funds and they anticipate the renovation to cost about \$1 million to \$1.6 million.

G. CIP Guidelines for 2015-2024

Chairman Murray referred to the memo dated 5/30/2014 from Rob Houseman that referred to the April 17, 2013 adoption by the Board of Selectmen and questioned if the Board would like to make any changes to those bullets.

The Board reviewed and discussed the bullets made amendments removing number one in reference to Town Hall, amending number two to change Parks & Recreation to "all" departments, amending number five to remove what was in parentheses, change the year to 2015 in number six, change "plan" to "consider" in number seven and to add a bullet referencing Abenaki Ski Lodge plans.

Ms. Silk stated that in the past it has been brought up to look at the use of the buildings in the Foss Field area, but she feels the Bean building downtown seems to be more of a priority and they should look at the advantages or disadvantages of that building.

Mr. Harriman noted they should look into the soil contamination of that area as well.

F. Milfoil Harvesting Video

Chairman Murray stated that Wolfeboro Community TV and the Moultonborough Milfoil Committee put together a video on harvesting Milfoil and she would like to share that video for the Board and public information. She noted that the Milfoil Committee has been harvesting Milfoil in Wolfeboro and Back Bay and will return in August and then a chemical treatment will be done in September.

The Board watched the video.

G. Board of Selectmen's Goals for 2014-2015-Final Review

Chairman Murray noted the Board reviewed and made changes at their last meeting and if there are no further changes they can be approved.

It was moved by Dave Senecal and seconded by Sarah Silk to approve the Board of Selectmen's revised Goals for 2014-2015. Members voted and being none opposed, the motion passed.

Old Business

Ms. Silk questioned the storage at the old power plant and if they plan to cover the floor.

Mr. Houseman replied he reviewed the space with the Director of the Electric Department and determined the storage would be on the main level where there is less contamination and a tarp would be put down and the items would be covered. Part of the reason they would like to

use this space is it will allow staff to access items when needed because there is room to move around and electricity. Mostly files and furniture will be stored at this location.

Ms. Silk questioned if there would be access to the photo copier at the Town Hall when it is located at Huggins.

Mr. Houseman replied he is still working out those details with the Hospital and there will be a drop box on the property as well.

Town Manager's Report

Mr. Houseman provided an update on the Town Hall project with the move scheduled for July 14th and noted that Town business would be closed during the week of the move to allow staff two days to pack and move, one day off to be out of the mover's way and then return to unpack and set up.

Ms. Silk questioned why the delay.

Chairman Murray replied as she understands the contractor and architect need to plan enough work to mobilize.

Mr. Houseman agreed and that it is cheaper to mobilize the project once. He noted the Clerk of the Works has been hired and they are working on incentives for the project completion and the insurance issues with the contractor have been resolved. He stated requests have been made that the clock stay operable during construction and he is making arrangements for that.

Committee Reports

Mr. Harriman attended the Planning Board meeting who heard an application for a new church in the old Hampshire Pewter building.

Chairman Murray stated she attended the Milfoil meeting and attended the meeting with NCA Architects today.

Ms. Silk attended the Friends of Abenaki meeting who is working on fundraising and the next HHW collection is Saturday, June 21st in which they will be collecting unwanted medicines.

Mr. Senecal reported he attended the ZBA rehearing on the request for an Alzheimer's facility. He also attended a Carroll County of Coalition of Pubic Health meeting who has a new Director Paul Whelan.

Public Comment

None.

Questions from the Press

Tom Beeler of the Granite State News questioned the deadlines of the lawsuit of 5/20 and 5/30.

Chairman Murray replied on 5/20 they filed for trouble damages and on 5/30 they filed for attorneys and can get him the exact figures.

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

Member Dave Bowers moved the Wolfeboro Board of Selectmen to enter non-public session at 8:35 PM to discuss litigation and personnel. Sarah Silk seconded. Roll call vote: Sarah Silk-yes, Dave Senecal-yes, Dave Bowers-yes, Brad Harriman-yes, and Linda Murray-yes, the motion passed.

The Board re-entered public session at 9:15 PM.

Chairman Murray stated the non-public session minutes of June 4, 2014 were sealed by a 2/3rds vote as required by law.

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

Member Sarah Silk moved the Wolfeboro Board of Selectmen to adjourn at 9:16 PM. Member Dave Senecal seconded. Being none opposed, the motion passed.

Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary