

**Wolfeboro Board of Selectmen
Meeting Minutes
Unapproved
November 7, 2012**

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

Members absent: None.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Parks & Recreation Director Ethan Hipple, Director of Public Works, David Ford, Conservation Chairman Dan Coons and Recording Secretary Terry Tavares.

Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A: 3II

Mr. Owen stated a non-public session is needed to discuss Litigation, Real Estate and Collective Bargaining.

Consideration of Minutes

➤ **10/11/12 – Budget Hearing Meeting**

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of October 11, 2012 as written. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

➤ **10/15/12 – Budget Hearing Meeting**

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of October 15, 2012 as written. David Bowers seconded. Members voted and being none opposed, the motion passed.

➤ **10/17/12 – Regular Meeting**

Linda Murray – page 3- Monthly Budget Expenditures and Revenue Report change month from August to September.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of October 17, 2012 as amended. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

➤ **10/18/12 – Budget Hearing Meeting**

Linda Murray – Page 1- Administration-add to line 3, Chairman Murray noted the CIP did not have anything listed for Dockside Parking lot. Last year it was scheduled for 2012 and should have been included in the 2013-2022 CIP.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of October 18, 2012 as amended. David Bowers seconded. Members voted and being none opposed, the motion passed.

➤ **10/23/12 – Budget Hearing Meeting**

Linda Murray – Page 2- Fire Rescue – 7th line- add increase hydrant fee, and remove and sewer funds.
Page 3- 10th line from the bottom add software after Asset Management Plan.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of October 23, 2012 as amended. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

➤ **10/25/12 – Budget Hearing Meeting**

Sarah Silk – Page 5 – Insert (Community Center Building) instead of just Building.

Linda Murray – Page 1- Patriotic Purposes add comma after Jim Collins name.

Page 7 – Change from Mr. Owen to Mr. Hipple

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the minutes of October 25, 2012 as amended. David Bowers seconded. Members voted and being none opposed, the motion passed.

Public Input

None

Public Hearings

Temporary Event Application

- A. Wolfeboro Area Chamber of Commerce and Governor Wentworth Arts Council to hold First Night Wolfeboro on December 31, 2012 from 2:00 PM – Midnight at various locations throughout Town with a parade and 2 fireworks displays.**

Chairman Murray opened the public hearing.

Mary DeVries said the event is planned to run as they have in past years with entertainment at various locations, a parade and fireworks at 7pm and at 12pm.

Sarah Silk asked that an updated insurance certificate be given to the Town prior to the event.

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

Member Chuck Storm to approve the issuance of a Temporary Event Permit to the Wolfeboro Area Chamber of Commerce and Governor Wentworth Arts Council to hold First Night Wolfeboro on December 31, 2012 from 2:00 PM – Midnight at various locations throughout Town with a parade and 2 fireworks displays David Bowers seconded. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated October 26, 2012
2. Manifest dated November 2, 2012
3. Manifest dated November 9, 2012

B. Property Tax Credits/Exemptions

- i. 170 Waumbeck Road Tax Map 143, Lot 10
- ii. 383 Brown's Ridge Road Tax Map 27, Lot 2

C. Timber Tax Levy -- \$964.30

D. Certifications of Yield Taxes Assessed

- i. \$118.27
- ii. \$846.03

E. Accept Grant of \$2,500 from New Hampshire Charitable Foundation for Library Building Fund

Linda Murray pointed out that we are accepting a \$2500 grant from the New Hampshire Charitable Foundation for the Library building fund.

It was moved by Chuck Storm for the Wolfeboro Board of Selectmen to accept the Bulk Vote items A through E as submitted. Sarah Silk seconded. Being none opposed, the motion passed.

New Business

A. Grant Agreement with NH Division of Historical Resources

Mr. Owen stated we have been awarded a Moose Grant in the amount of \$10,000 for the restoration and repair of Brewster Memorial Hall Clocks. The total cost of the project is estimated to be around \$34,000. The balance for the restoration and repairs will come from the Friends of Town Hall. The Board needs to approve the grant agreement. After we have an executed grant agreement there will need to be a public hearing to accept the grant.

Linda Murray asked how long it will take to get it back from the State.

Mr. Owen said at least two weeks.

Linda Murray said that we need a sign put up to inform the public of the grant.

Mr. Owen said we will do that.

Sarah Silk read the Motion:

That this municipality shall enter into a contract with the State of New Hampshire, acting by and through the Department the Department of Cultural Resources providing for the performance by this Municipality of certain services as documented within the foregoing grant application, and that the official listed, Town Manager David W. Owen, on behalf of this Municipality, is authorized and directed to enter into the said grant agreement with the State of New Hampshire, and that he is to take any all such actions that may be deemed necessary, desirable or appropriate in order to execute, seal, acknowledge and deliver any and all documents, agreements and other instruments on behalf of this Municipality in order to accomplish the same—AND

That the signature of the above authorized party or parties of the Municipality, when affixed to any instrument of document described in, or contemplated by, these resolutions, shall be conclusive evidence of the authority of said parties to bind this Municipality, thereby:

The foregoing resolutions have not been revoked, annulled, or amended in any manner what so ever, and remain in full force and effect as of date hereof:

The following person or persons have been duly elected to, and now occupy, the Office or Offices indicated:

Municipality Manager, David W. Owen

Municipality Clerk, Patricia M. Waterman

Municipality Treasurer, John C. Burt

As of November 7, 2012

It was moved by Sarah Silk for the Wolfeboro Board of Selectmen to approve the Grant Agreement with NH Division of Historical Resources. David Bowers seconded. Being none opposed, the motion passed.

B. Schedule Public Hearing RE: Acceptance of Road (Beck Drive), Water Line and Fire Hydrants, and Sewer System in Pine Hill Road R.O.W. for Harriman Hill Housing

David Owen stated the Eastern Lake Region Housing Coalition (ELRHC) is asking the Town to accept the Road, water lines, fire hydrants and portion of the sewer line. There is a process under the statute to this. Town Counsel has advised that the Board provide at least 14 days' notice for the required Public Hearing. Since the next BOS meeting is only 12 days away you will need to schedule the Public Hearing for the December 5 meeting. I have prepared a public hearing notice for the Board's approval we will need to advertise it.

Sarah Silk asked if we have all the permission needed from State District 3 which owns the R.O.W. on Route 109A.

Kathy Barnard stated that we do have all the required easements and paperwork in place.

Linda Murray asked about the snow removal and if we are accepting the cul-du-sac.

Kathy Barnard stated they do have a place for the snow and that the Town is not accepting the cul-du-sac.

David Bowers asked where the name Beck Drive came from.

Kathy Barnard said it was the name of the wife of the land donor.

Sarah Silk asked if the construction of the water and sewer was completed up to town standards. She also asked if we accept the road will the Police department be able to enforce the speed limits on the road.

It was moved by Sarah Silk to post and advertise a Public Hearing for the purposes of considering the acceptance of Beck Drive, the water line and fire hydrants within its R.O.W., and a portion of the newer line within the State R.O.W. for Pine Hill Road at the Board's Meeting December 5, 2012 at 6:45 pm. Dave Bowers seconded. Being none opposed, the motion passed.

C. Authorization of Bonds and Approval of Loan Agreement with New Hampshire Municipal Bond Bank

Peter Chamberlain, Finance Director stated this is the last piece of paperwork needed to be signed by the Chairman for the upcoming bond sale.

Sarah Silk read the resolution:

RESOLVED: That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, Chapter 35-A, N.H.R.S.A., as amended, and other laws in addition thereto, and to vote the Issuer duly adopted on March 13, 2007 under Article 7 and on March 13, 2012 under Articles 11,12, 13, 14 and 15 of the Warrants for the annual meetings of Issuer there be and hereby is authorized the issuance of a \$1,764,089 Bon of the Issuer (the "Bond") which is being issued by the Issuer for the purposes of (a) current refunding the Issuer's \$440,000 bond anticipation notes dated June 8, 2012 which were issued for the purposes of financing (i) the acquisition of property for the general governmental use (\$160,000); (ii) the construction of improvements to the wastewater treatment facility and effluent spray system (\$180,000) and; (ii) drainage, road and sidewalk improvements (\$100,000); and (b) financing the following new money projects: (i) Wastewater effluent disposal system improvements (\$261,197); (ii) structural repairs to the public safety building garage (\$132,892); (iii) drainage, road and sidewalk improvements (\$650,000); and (iv) municipal parking lot construction and improvements (\$280,000).

RESOLVED: The Bond shall be dated as of its date of issuance, shall be in such numbers and denominations as the purchaser shall request, shall mature in accordance with the schedule set forth in Exhibit A to a certain Loan Agreement hereinafter described (the "Loan Agreement"), shall bear a net interest cost rate (as defined in the Loan Agreement) of four and one quarter percent (4.25%) per annum or such lesser amount as may be determined by a majority of the Board. The Bond shall be substantially in the form set forth as Exhibit B to the Loan Agreement and otherwise shall be issued in such a manner and form as the signatories shall approve by their execution thereof.

RESOLVED: That the Bond shall be sold to the Bond Bank at the par value thereof plus any applicable premium.

RESOLVED: That in order to evidence the sale of the Bond, the Treasurer of Issuer and a member of the Board are authorized and directed to execute, attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in substantially the form submitted to this meeting, which is hereby approved, with such changes therein not inconsistent with this vote and approved by the officers executing the same on behalf of the Issuer. The approval of such changes by said officers shall be conclusively evidenced by the execution of the Loan Agreement by such officers.

RESOLVED: That all things heretofore done and all action heretofore taken by the Issuer and its officers and agents in its authorization of the project to be financed by the Bond are hereby ratified, approved and confirmed.

RESOLVED: That the Clerk and the signers of the Bond are each hereby authorized to take any and all action necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor.

RESOLVED: That the useful life of the project being financed is in excess of twenty five (25) years.

Member Sarah Silk moved to Approve Authorization of Bonds and Approval of Loan Agreement with New Hampshire Municipal Bond Bank Chuck Storm seconded. Members voted and being all in favor, the motion passed.

D. Sargent's Pond Road Maintenance

Chairman Linda Murray stepped down from this item.

Sarah Silk was acting Chairman.

Dan Coons, Chairman of Conservation of the Conservation, stated the owners of Sargent's Pond Road have approached him to have to Town takeover yearly maintenance of the road in exchange for access to the Conservation area at the end of the road. The Town also owns 3 other lots on the road.

Mr. Owen stated that this matter has been under discussion for some time. He has visited the area to get an idea of what was requested. And he feels it is a reasonable request. They are not asking for total up-keep, just yearly maintenance.

David Ford, Director of Public Works, stated this is a half mile gravel road that is not in too bad of shape but there are some areas of concern. The road has not been maintained as the town maintains its roads, and there are some questions with culverts. This road is relatively flat and might have a lot of puddling after rain. He questions if they are going to rake the road a couple times a year he has no problem. If we are going to treat it as we do our roads our Assistant Public Works Director Scott Pike recommends that we grade it, bring in the shoulders that have been flattened out and put down 6 inches of gravel. This could create problems with the ditch line and water running off the road. There are also questions about culverts and trees. The question is what are the homeowners are looking for.

David Senecal asked if there is an association.

David Bowers suggested that if the Homeowners brought the road up to speed he would vote to take care of it.

Ray Gagne, property owner on Sargent's Pond Road for over 15 years, said this is a unique situation that didn't exist before the Bill Rae Conservation area; in the property owners opinion the Town has an obligation to be part of maintenance to the road for the access to this area. Because of the increase of traffic it could be grading or putting down gravel.

Another property owner stated that they have found paraphernalia, burn marks on the picnic tables as well as bob houses and fishermen using the area.

Sarah Silk asked who is in charge of or who arranges for the road repairs.

The property owner stated there are two meetings per year, a spring and fall meeting, at that time they discuss what needs to be done. Then one of the members contacts the company to bring in gravel to be spread at least two times a year, in late spring and early fall.

Sarah Silk asked how this is financed.

The property owner stated that all the property owners have to pitch in to pay for this. They also pitch in to pay for snow plowing.

David Ford stated that he would have no problem doing the grading on the road but he does feel that it will need a load of gravel at the estimated cost of \$12,000. This would make the road in better shape and easier to maintain. The problem he sees is that the drainage patterns will change. This is a very flat area and there is no place for the water to go. If we are going to do some work on the road we would not want to do winter maintenance or plowing as it would add another half mile of road which is a significant amount of plowing. He would be agreeable to a one-time addition of gravel to the road and to grade it two times a year but with no winter maintenance or plowing.

Lisa Moody feels that if the Town is not going to participate with the snow removal that the road should be closed for the winter to cut down on the increased traffic and speeds. They have asked for increased Police presence.

Sarah Silk asked if the Town has a Right of Way over the road.

David Owen stated he is not sure.

Dan Coons said there are two different accesses to the Bill Rae Conservation area, one over Sargent's Pond Road and the other from North Line Road. North Line Road access would require some significant improvement to the road and building a parking lot, which would cost more than the maintenance to the Sargent's Pond Rd.

Sarah Silk would like to know what the town's portion of the maintenance would be. When she attends the Police Commission meeting she will bring up your concerns to the commission. We need more information before the BOS can make a decision on this matter. She asked Mr. Ford to explain the \$12,000 estimate he gave for the road and what it includes.

David Ford said it would be for 6 inches of gravel over the road and as long as this didn't cause any puddles on property. If this does cause puddles, it could be considerably more. That budget would not include any drainage pipes.

David Senecal asked how many housing units are on the road.

Sis Gagne said there are 17 lots and 12 homes with the Town owning 3 lots.

Sarah Silk asked if they have had their fall meeting.

David Owen asked the status of the group; is it organized?

Sis Gagne said they are not a registered organization just an informal group of homeowners. At one time there was an association.

David Owen said that the Town might develop an agreement as to what the Town role would be but to do this there needs to be an association.

David Senecal said he is not ready to make a decision; he would like to see more information.

David Ford suggested that maybe the Town should pay its fair share and let the homeowners keep taking care of the road. We could put it in the budget.

Sarah Silk would like Mr. Owen to explore the possibility of an agreement with the Town Attorney, or if they form some sort of association. We have two options where we could do our part toward the 3 lots for what they are doing now and to check and see if we are able to enter into an agreement with a non-formal association. And my concern would be what the liability is if we rectify the road and what kind of liability we would have if there was run off to the lots. If it would be possible to make an agreement that the town would not be liable for that. The homeowners also need to work on whether they can set up an association or if they would prefer the Town to pay our share for the 3 lots.

Lisa Moody said the Town can it just pay share for the 3 lots. You are not homeowners and there is more traffic than for the 3 lots, so you would have to contribute for more than just 3 lots.

Sarah Silk asked Mr. Owen to work with Dave Ford and Dan Coons to get the needed information to make a decision.

Linda Murray rejoined the Board.

E. Abenaki Ski Areas Proposals

i. Opening Date

Ethan Hipple, Parks & Recreation Director stated the opening date for the Abenaki Ski area is set for December 26, 2012 if weather conditions allow. Due to the warm weather last year we overspent the budget for electric to make snow. To open the ski area as planned we would over spend our budget by \$5,500. He had discussed this with the Town Manager and he wanted to inform the Board so it would not be a surprise. There is a surplus in the Parks & Recreation budget that will cover the overage.

Ethan Hipple said that he is under budget in Parks & Recreation.

Sarah Silk asked if the overages he has in his budget is because of the life guards leaving early to return to college.

Ethan Hipple said yes, it is from people leaving early.

Ethan Hipple stated annually we have been under budget.

Sarah Silk asked if in his 2013 budget he is adjusting the electric budget for the snow making.

Ethan Hipple stated yes.

Linda Murray asked if all the maintenance on the equipment has been done for startup.

Ethan Hipple said all the known maintenance has been done, but things can happen. We are hoping for natural snow so we won't have to make too much snow.

ii. Partnership with Waterville Valley Resort

Ethan Hipple said that he attended the annual Ski New Hampshire meeting and spoke with the CEO of Waterville Valley Resort as to how we could work together to promote Abenaki and Waterville Valley Resort. They have proposed a deal where visitors at Abenaki who buy a day pass at the standard rate of \$10 would be able to take that day pass to the Waterville Valley Resort and buy a day pass for the same price that they paid for the Abenaki pass.

Sarah Silk asked the usual price for the Waterville pass.

Ethan Hipple said the cost is \$60 to \$70.

Linda Murray asked will there be a promotion on the Waterville Valley web site that links to the Abenaki Web Site.

Ethan Hipple said yes. He feels that will help the bottom line for Abenaki in revenue.

Linda Murray asked the Board if anyone had anymore comments. The Board agreed it is a great idea.

F. 2013 Town Operating Budget

i. Revisit Items

David Owen said that there is a revised revisit list that adds back in \$1,500 to the Library budget.

Peter Chamberlain, Finance Director said that will change the totals.

Sarah Silk asked what the \$1,500 was for.

Linda Murray said it was for training and building maintenance. If you look at the list your will see a 2.54% increase in the Town's operating budget. She asked Mr. Owen to explain it.

David Owen said we are asking the Board to approve the operating budget. We are waiting for the new health insurance rates from School Care, the towns new health insurance provider. Once we have that we will be able to adjust the insurance rates downward. We do have some amounts that are dependent on getting grant approvals for the Milfoil Grant, Asset Management with DES.

Linda Murray started on the revisit list:

Police - overtime – Drop this as Mr. Romney did not win the election

Conservation Commission – Looking for backup for Secretarial Salary.

Sarah Silk asked for the backup on this item. She has received nothing new. She's asking for 5 year history of the salary.

David Owen said that he had communicated with the Conservation Chairmen about the overage.

Linda Murray asked if they should let this go forward and have the Budget Committee go over this Item. They will let go forward.

Fire/Rescue- Overtime- Drop this as Mr. Romney did not win the election

Electric Consultant- Bids were opened- No information at this time.

David Owen had not received anything for the consultant and that Barry had put out a RFP.

Linda Murray said that he was to have the information to the Board since it was due November 1.

David Owen will check with Barry and get back to the board.

Linda Murray said this will go to the budget committee without that information.

Beaches – DES permitting to add sand \$3,421 needs to be added to that line.4-45203-431

Capital Outlay – Mower

Linda Murray would like the trade in value for the mower of \$5,100. And that needs to be added to the line. 01-49611-760.

Libby Museum – Backup information on refinishing floors

David Owen gave the Board the price quote from three different companies.

Sarah Silk said there is no other information other than the price.

Linda Murray said she thought there was \$6,000 in the budget and asked if there was any more information provided.

David Owen said they are trying to get a commitment from the family and they have been emailing but has not gotten a written commitment.

Linda Murray asked if we are Ok leaving the \$6,000 in the budget without a commitment.

Sarah Silk said if we don't get a commitment then they don't go forward.

Linda Murray asked Mr. Owen to oversee this.

Sarah Silk asked if they had made plan for the storage and or cleaning of the animal displays during the refinishing of the floors.

Linda Murray asked Mr. Owen to oversee this to ensure it is done right.

Sarah Silk feels that we should have all the information before we go forward. She doesn't feel this has been thought through.

David Bowers asked that we ask Lauren about this.

Dave Senecal said that if they don't get a commitment from the family then the \$6,000 will go back into the general fund.

Linda Murray said if they get the commitment from the family Mr. Owen will make sure that Lauren has a plan for the displays.

Mr. Owen stated that the full estimates he was given were pages long.

Linda Murray asked that copies of the full estimates be given to the Board for review. And we will leave the \$6,000 in and send it to the Budget Committee.

ii. Total Operating Budget Approval

David Owen said the Board needs to vote a number to send to the Budget Committee of \$26,339,198, with the knowledge that health insurance, Milfoil Grant and Asset Management Grant will change that bottom line.

Member Sarah Silk moved the motion to send to the Budget Committee the operating budget of \$26,339,198, which needs to be changed in the areas of Health Insurance, Milfoil Grant and Asset Management Grant. Chuck Storm seconded. Members voted and being all in favor, the motion passed.

G. Placement of Stop Signs at Lehner and Glendon Street Intersection

David Ford, Director of Public Works, said in 2007 when we did the downtown streets study we never approved the stop sign on the corner of Glendon & Lehner Streets. This is something the Board of Selectmen needs to approve.

Member Chuck Storm moved to approve the placement of a stop sign on Glendon Street coming from School Street at its intersection with Lehner Street. David Bowers seconded. Members voted and being all in favor, the motion passed.

H. Snow and Ice Removal Policy

David Ford, Director of Public Works, stated we have had this policy since 1999 and it needs to be reviewed on a regular basis. We did have a law suit and we have some suggestions from the Town Attorney for some changes.

Sarah Silk asked if they will come back to the board if there are any changes.

David Owen said they can review the policy internally without coming back to the board.

Linda Murray asked if it will be posted on the web site.

Mr. Ford said it was a good idea and he will have it put on.

Member Sarah Silk moved to approve and sign the proposed revised Snow Removal and Ice Control Policy. Chuck Storm seconded. Members voted and being all in favor, the motion passed.

I. Capital Projects Update Report

David Ford, Director of Public Works went on the projects in list order (See List Attached)

WWTP - There is money left over and we still have issues. We are using this sparingly.

Sewer I & I – We have completed the last construction project. The encumbrances are for work being prepared now for bid.

Center Street Drainage – There are 4 projects that include the downtown street project. We are going through the final punch list.

Water Line Upgrades – completed

Rt. 28 Study – On Hold – Will need to get this back on line.

Linda Murray said the Lake Region Planning Commission is having a meeting on November 19. It would be good if the Board could attend to show support for our project.

David Owen said the BOS has meeting that day.

David Senecal said it would be good for the Board to attend this meeting.

Linda Murray would like to change the date of their meeting to November 26 so the Board can attend this meeting.

The meeting date for the next BOS will be November 26 at 6:30 pm with the location to be determined.

Upgrade Parking lots to ADA Standards –They will finish the parking lot at the library next week.

Municipal Buildings Maintenance Upgrade – They are completed. The Libby Museum entrance and the electric at Dockside

Upgrade Town Roads – Pleasant Valley road completed

Sidewalk Upgrades – Downtown Core – completed

Design of Pine Street/Crescent Lake Ave – Has been surveyed – need stake holder meeting.

Public Safety Building parking Lot – will be done next week.

Structural Repairs at Public Safety Building – finishing the trench drain.

Wastewater Facility Upgrades – completed the wastewater upgrades. We still have more work.

Downtown Streets Upgrade- Phase 3 – The Bids came in higher than expected. We have changed the project. When complete it will have balance.

Construction Glendon Street Parking Lot – Completed

Water Meter Upgrades – The project in design and will be sent out to bid in December- We have grant money for this project

Upgrade Town Road – Completed Pleasant Valley, Cotton Mtn. Rd have \$80,000 balance. We still have more work on Cross Road.

Drinking Water Treatment Facility Chemical Feed – It is almost done, we should be done in the end of November.

Drinking Water Treatment Plant Energy Efficiency Upgrades – Has been sent out to bid. There is a meeting scheduled for next month. Roof Project has also been sent out for rebid.

J. Warrant Article Review for 2013 Town Meeting

Linda Murray stated the CIP Committee has made changes to its spread sheet for the \$250,000 for Dockside project, and it has been included.

A. Acquisition of 74 & 80 Lehner Street - \$180,000

Linda Murray said a survey map of the properties was sent to you. Dave Senecal and Dave Bowers viewed the property; Sarah, Linda & Dave Owen and Rob Houseman also walked around the property to look at the wetland area. We found that some of our path is not on our property, it is on one of these lots. It didn't look like major wetlands, but minor wetlands, so a picnic table could be placed there.

David Bowers noted that these are false wetlands, as this area was filled in back in the 20's. He asked about the status of the appraisal.

Mr. Owen said he will have the appraisal for the next meeting on November 26th.

Sarah Silk would not have a problem putting it forward.

Linda Murray asked do we want to bond it or pay it out of cash. She would like it to be bonded as with past purchases. The impact will be .01 to .01 ½.

David Senecal would like to move it forward but we should wait for the appraisal. We also need to add the cost for demolition of the buildings.

David Bowers stated that our town crew did a good job removing Bun McBride's house. And they could these also.

David Owen stated he did include \$15,000 for each buildings demolition. But we are still waiting for the appraisal.

Linda Murray we will not vote it forward. Is the Board ready to Bond?

Dave Senecal and **Dave Bowers** would like to wait for the appraisal.

Sarah Silk and **Chuck Storm** would be ok to bond.

B. Center Street Upgrades - \$2,100,000

Linda Murray said the Warrant article will be for \$2,100,000 but the impact to the tax payers will be only \$700,000. This is a 2/3 - 1/3 project and it will address the intersection at Lehner St. and Center St. This will be a bonded article.

The Board will move forward with the bonding of this project.

C. Sewer System Upgrades I/I - \$400,000

Linda Murray said this was left off when we did the presentation. Mr. Ford has spoken about this a few times. It will reduce rain water and ground water that is entering the sewer system. It will correct it so we are not processing this water.

Sarah Silk said we need to do this so we are not treating water that doesn't need to be treated. And we will save money in the long run.

Linda Murray said this will be a bonded article.

The Board will move forward with the bonding of this project.

D. Public Works Garage Upgrade - \$340,000

Linda Murray said this article is to replace the fuel depot, hydraulic lift and salt shed. Dave Ford provided it to the CIP as a three phased process. The CIP committee felt that it should be two phases and leave the heating system until next year which is \$160,000.

Mr. Owen said it would be only to bond the balances that are not paid out of the capital reserve article, \$239,400. We have the wording in the warrant article.

The Board will move forward with the bonding of this project.

E. Maintenance Building - \$200,000

Linda Murray said she would like to skip over it as we have no design. It came to the CIP Committee as a proposal. And she would like to table this until the November 26 meeting when they should have more information for our review.

F. Road Upgrades -\$600,000

Linda Murray said this originally came in at \$750,000. Last year we had a proposal from Dave Ford for the same amount. The BOS lowered it \$550,000. He put it back up to \$750,000. The CIP had it in their long range program at \$600,000. So we as the board need to decide if we are going to hold it at \$600,000 or back to the original amount of \$750,000.

David Senecal, Chuck Storm, Sarah Silk and Linda Murray decided to leave it at \$600,000. David Bowers abstained. This will not be bonded.

G. Middleton Road- \$150,000

Linda Murray said the warrant article will need to be written for \$150,000. The CIP Committee changed it in the planning feasibility because it is usually 10% and it wasn't enough so they upped it \$150,000 which means only \$50,000 will impact to the tax rate. This is 2/3 1/3 municipally managed project. After the project is done the Town would own the road and would be responsible for repairs in the future.

David Senecal said there are 120 homes on the road and the State still takes care of the maintenance on the road. The State would need to pay 80% and the Town 20% after the engineering is done. Then the Town would accept the road.

The Board agreed to move forward with no bonding.

H. ADA upgrades to Town hall Parking Lot - \$100,000

David Owen said this is the last outstanding item from the 2006 Dept. of Justice report to take care of.

Linda Murray asked if this is necessary or urgent.

Sarah Silk stated as long as we continue to move forward on the list of items we would be OK.

David Owen said it is both.

The Board will move it forward with no bonding.

I. Electric Dept. Auto Meter reading -\$720,000 for Automatic Meter Readers

Linda Murray said this will be \$720,000 warrant article and it will be a cash deal. The Electric Dept. has it in the rates and it will be paid in cash over 5 years.

David Owen said we need to put the non-lapsing language in the warrant Article. So it is compliant.

Chuck Storm asked if this was from the Enterprise Fund.

The Board will move this forward.

J. Replace Engine 1- Fire Department- \$425,000

Linda Murray said the CIP Committee has moved it forward and there is more in the capital reserve fund.

David Owen said this does not require a warrant article. It will be an expenditure from the capital reserve.

Linda Murray said we will not put this on the warrant. It will be removed from the list.

K. Upgrade and replace HD-6 -\$200,000

David Owen said this item does not require a warrant article.

Linda Murray said it will be removed from the list.

L. ME-3 Electric Department- \$225,000

Linda Murray said this is also an item out of the enterprise fund and will have no impact on the tax rate.

M. Cap reserve HWY, Water & Sewer- \$160,000

Linda Murray said this is a yearly capital reserve deposit.

N. Cap Res Fire Department- \$176,000

Linda Murray said this is a yearly capital reserve deposit.

O. Cap Res Town Office-\$100,000

David Owen said since we are not going forward with the major improvements for the Town Hall next year, need to put some money aside. The money would then be there if we needed to do some emergency repairs that need to be addressed during the year.

David Senecal said it would depend on how the article was written.

David Owen said the wording is in the existing capital reserve account's authorizations.

Sarah Silk said she thought this capital reserve was so we would have the money to get the large things done.

David Owen if we could go back to the original language from the 2001 Warrant Article that tells you what you can do with the money.

Tom Beeler asked if this was the same Capital Reserve that was discovered to do repairs.

David Owen said yes, and that it had been drawn down. And we are seeking the replenish it.

Proposed Item:

Establish Abenaki Ski Snowmaking equipment and groomer Capital Reserve:

Linda Murray would like to propose an item for the Abenaki Ski Area to start a capital reserve fund. We have many pieces of equipment that will need to be replaced. This would be a way when equipment needs to be purchased we would have the money to do this.

Chuck Storm suggested \$20,000 per year.

David Senecal said it is not a bad idea but we need to check on the amount. We could always adjust it. Mr. Owen could ask Ethan to do a spread sheet on the equipment and the cost of replacement.

P. Operating Budget

Linda Murray would not like to go over the wording for the warrant articles tonight and would like Mr. Owen to have them ready for our next meeting for review.

Mr. Owen said he has sent the wording to Town Counsel for review and his input.

Linda Murray asked that the new Abenaki Ski Snowmaking Warrant article be sent also.

Q. AFSCME Contract Agreement

R. Police Union Contract

K. Set Date and Time of 2013 Deliberative Session

Linda Murray said we are looking for the date to be Tuesday, February 5, 2012 at 7 pm at the Arts Center, Kingswood High School with a snow date of February 7th.

Member Chuck Storm moved to Set Date and Time of 2013 Deliberative Session for Tuesday February 5, 2012 at 7 pm at the Arts Center , Kingswood High School with a snow date of February 7th . Sarah Silk seconded. Members voted and being all in favor, the motion passed

L. Set Date and Time of 2013 Town Elections

The Town Clerk has requested we set the date & time for the 2013 Town Elections for Tuesday March 12 from 8:00 am to 7:00 pm at the undercroft of All Saints Episcopal Church.

Member Chuck Storm moved to approve setting the 2013 Annual Town Election on Tuesday, March 12, 2013 from 8:00 AM – 7:00 PM in the undercroft of All Saints Episcopal Church. David Bowers seconded. Members voted and being all in favor, the motion passed.

Old Business

None.

Any Other Business

None.

Town Manager's Report

Mr. Owen stated the following:

- He would like to remind everyone that the Town offices will be closed on Monday, November 12 in observance of Veterans Day.
- I have received two resignations, David Booth from the ZBA and Robin Kingston, Administrative Assistant from Park & Recreation. We will be posting this position.
- The Town Hall improvements are moving forward. We have awarded the bid for the window replacement to Pella Windows. We are waiting for the contracts before we proceed.
- The refurbished Town Hall sign has been reinstalled on the front of the building.

- The carpet has been completed in all but the Town Manager's office, the back area of the annex and the assessing office.
- The modification to the assessing office and the bath room has been started.
- Fire Fighter Tom Trask has returned to full duty. He was the Fire Fighter that was injured at the house fire last week. He suffered some smoke inhalation.
- Friends of Town Hall are planning a Future Uses Forum for Tuesday, November 13 at 5:00 pm at the Town Hall. For input from possible donors for uses for Town Hall auditorium.
- The draft tax rate for 2012 has been received from the DRA with Town's portion of the tax rate to go up \$.25 from 4.46 to 4.71 that is an increase of 5.6%. They are reviewing it. It has not been signed off as of yet.

Sarah Silk asked if we had received the date for the generator for the radio system. Also who would be taking the DRA equalization training?

DISCUSSION:

Committee Reports

Chuck Storm said there was no meeting because of the election.

Mr. Bower reported the Library is doing well. They will be having some computer work done.

Chairman Murray stated that she attended the following:

- The Master Plan Implementation Committee meeting. We are working and expanding the matrix. To update and expand what has been done. A lot has been done and there is more to be done.

Ms. Silk said she attended the following:

- She attended a meeting with Linda Murray, Mr. Owen, Mia from the Police department and Peter about radio antennas last week.
- She attended a LRHH meeting is next week.

She noted that more stanchions are needed for voting. We need to check to see if the Town Clerk has money in her budget to get more.

The amount of people who voted were 4,341 or 89% of the registered voters voted, with 364 new voter registrations. We also need to remind people that we vote from 8:00 am to 7:00pm. Many people arrive looking to vote at 6 or 7 am.

Chamber of Commerce

None

Public Comment

None

Questions from the Press

Tom Beeler asked if there are evening meetings at the Town Hall if people will be able to use the bathroom.

David Owen said after the modifications are done they will be able to use it.

Being no further business before the Board, Chairman Murray entertained a motion to enter non-public session at 9:12 pm

Member Chuck Storm moved the Wolfeboro Board of Selectmen to enter non-public session at 9:12 PM to discuss litigation, collective bargaining and Real Estate Dave Bowers seconded. Roll call vote: Dave Bowers-yes, Dave Senecal-yes, Chuck Storm-yes, Sarah Silk-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 10:15 PM.

Chairman Murray stated the non-public session minutes of November 7, 2012 were sealed by a 2/3rd's 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 10:17 PM. Member Chuck Storm seconded. Being none opposed, the motion passed.

Respectfully submitted,

Terry Tavares

Recording Secretary

Capital Projects Update Report

11-1-12

2012 Authorized Projects						
Art #	Project	Budget	Spent	Encumbered	Balance	Comments
11	Structural Repairs at the Public Safety Building	\$ 350,000	\$ 249,774	\$ 88,855	\$ 11,371	CCI has completed painting and is completing interior trench drain reconstruction, should be complete by 11-15-12. Project will come in significantly under budget
1-57760-100						
13	Wastewater Facility Upgrades	\$ 180,000	\$ 70,000	\$ 20,000	\$ 90,000	W & C has substantially completed spray system upgrades and system has been working great, spraying about 1,000,000 gallons a week with no runoff. HVAC upgrades bid out and contract awarded, will begin work this month
4-57760-100						
14	Downtown Streets Upgrade - Phase 3	\$ 750,000	\$ 429,125	\$ 202,404	\$ 118,471	The reduced scope project is Substantially complete. Balance of funds to be used for Engineering and drainage upgrades at Lehnert/Center St and drainage swale behind Foss Field
1-57760-115						
15	Construct Glendon Street Parking Lot	\$ 280,000	\$ 280,000	\$ -	\$ -	Project is complete.
1-57760-120						
16	Water Meter Upgrades	\$ 500,000	\$ 18,000	\$ 12,000	\$ 470,000	NHDES approved Grant. Underwood Engineers working on Bid Documents
2-57760-100						Schedule bidding 4th quarter this year, construction next year.
21	Upgrade Town Roads	\$ 550,000	\$ 177,740	\$ 293,058	\$ 79,202	Overlays to Pleasant/Lucas done, added Oak Street and Lower Lehnert done, drainage and gravel work on Lang Pond Road done.
1-57760-135						Pleasant Valley Road and Colton Mountain Road Complete
						Balance for Cross Road, wetland permitting and Drain Improvements
24	Drinking Water Treatment Facility Chemical Feed	\$ 120,000	\$ 12,164	\$ 59,340	\$ 48,496	Building Upgrades substantially Complete
2-57760-110						Soda Ash Dry Feeder, delivered last week. In process of installation, will complete electrical and plumbing by end of November
25	Drinking Water Treatment Plant Energy Efficiency Upgrades	\$ 150,000	\$ 8,700	\$ 17,000	\$ 124,300	Project went out to bid, negotiating final terms with low bidder on HVAC. Roof and Insulation work to be re-bid
2-57760-115						AEC is engineer for project

Capital Projects Update Report

November 1, 2012

YR	Art #	Project	Budget	Spent	Encumbered	Balance	Comments
2007	7	WWTP - RIB/Clean up/Facility plan #57400-100	\$ 6,365,000	\$ 6,312,981		\$ 52,019	RIBs have been running on average about 280,000 gpd, still experiencing concerns with "Unexpected Issues". NHDES has issued a GW Permit for 340,000, however, Town Staff has been discharging less than allowed because of concerns
		Phase 1 Treatment Plant Upgrade					
		RIBs 4 & 5					
2008	10	Sewer Inflow /Infiltration Rehabilitation #4-57500-100	\$ 820,000	\$ 785,385	\$ 20,700	\$ 13,915	Lynan has completed sewer work on Downtown street project Underwood Engineers has been contracted to design next Phase of I/I removal
		2010 Authorized Projects					
2010	11	Center Street Drainage #01-57700-115	\$ 600,000.00	\$ 558,600	\$ 41,380	\$ 20	Project is Substantially complete, working on Punch List
2010	12	Water Line Upgrades #06-57700-100	\$ 600,000.00	\$ 598,000	\$ -	\$ 2,000	Project is Substantially complete, working on Punch List
2010	24	Rt 28 Study #01-57700-150	\$ 99,000.00	\$ 81,037	\$ 14,239	\$ 3,724	Steering Committee, screened segment 5 alternatives, BOS approved recommendation, Stantec working on eng report, Need to Set up field trip to view Round-a-Bouts, then steering committee will screen alternatives for segment 4.
		2011 Authorized Projects					
2011	17	Upgrade Parking lots to ADA standards #01-57750-100	\$ 150,000.00	\$ 114,953	\$ 24,426	\$ 10,620.73	Construction has been completed on Depot Square/Central Ave/Railroad Ave Project to alleviate ADA parking and accessibility issues. Balance of funds to be used for Library ADA parking and accessibility issues
2011	18	Municipal Buildings Maintenance Upgrade #01-57750-120	\$ 150,000.00	\$ 148,480		\$ 1,520.08	Libby Entrance completed and Electrical issues at Dockside completed
2011	20	Upgrade Town Roads #01-57750-140	\$ 750,000.00	\$ 750,000	\$ -	\$ -	Pleasant Valley Road has been completed
2011	22	Sidewalk Upgrades - Downtown Core #01-57700-150	\$ 100,000.00	\$ 98,236	\$ -	\$ 1,764.90	Stone wall completed, project done
2011	24	Design of Pine Street/Crescent Lake Ave #01-57750-170	\$ 95,000.00	\$ 9,697	\$ 20,574	\$ 64,729.00	Stantec Consultant - Topo and Boundary survey completed, preliminary engineering completed, waiting for town review.
2011		Public Safety Building Parking Lot (Capital Reserve)	\$ 183,823.00	\$ 145,701	\$ 15,000	\$ 23,121.72	Need to schedule a neighborhood meeting. Complete paving overlay 11-8-12