

# **Wolfeboro Board of Selectmen**

## **Meeting Minutes**

### **November 18, 2009**

**Members present:** Chairman Dave Senecal, Vice-Chairman Kristi Ginter, Linda Murray, Sarah Silk, and Marge Webster

**Staff Present:** Town Manager David Owen, Finance Director Pete Chamberlain, Robert Houseman Director of Planning & Development, Director of Parks & Recreation Ethan Hipple, Public Works Director David Ford, Recording Secretary Terry Tavares

Chairman Senecal called the meeting to order at 6:30 PM at the Wolfeboro Public Library.

#### **Non - Public session RSA 91-A: 3II**

Mr. Owen stated a Non-Public session will be needed for collective bargaining.

#### **➤ Approval of Minutes**

##### **October 26, 2009 –Budget Hearings**

Page 2 – 5<sup>th</sup> paragraph – Change to *Mrs. Murray suggested reallocating \$50,000 by increasing line 4-43263.311 consultant by \$20,000 and decreasing line 4-43263.392 by \$20,000.*

Page 5- add line – **Requests** – *Mr. Owen also stated the Town used part of the unrestricted fund balance in the amount of \$1,307, 319 to offset the Tax Rate. This leaves \$718,752 in the unreserved fund balance.*

Page 4- 1<sup>st</sup> line – add – *and when it was established and should the formula be revisited.*

**Marge Webster made the motion to accept the minutes of October 26, 2009 as amended, seconded by Sarah Silk. Members voted and none being opposed the motion passed.**

##### **October 27, 2009 –Budget Hearings**

**Marge Webster made the motion to accept the minutes of October 27, 2009, seconded by Linda Murray. Members Marge Webster, Dave Senecal & Linda Murray voted to approve, Kristi Ginter and Sarah Silk abstained, the motion passed.**

##### **October 28, 2009 –Budget Hearings**

**Sarah Silk made the motion to accept the minutes of October 28, 2009, seconded by Marge Webster. Members Marge Webster, Dave Senecal & Sarah Silk voted to approve, Kristi Ginter and Linda Murray abstained, the motion passed.**

**October 29, 2009 – Budget Hearings**

Page 4- 4<sup>th</sup> line from bottom – Mrs. Murray stated that ***she had*** reviewed the recent meeting of 10/22/2009.

**Sarah Silk made the motion to accept the minutes of October 29, 2009 as amended, seconded by Linda Murray. Members Marge Webster, Dave Senecal, Sarah Silk & Linda Murray voted to approve, Kristi Ginter abstained, the motion passed.**

**November 4, 2009 – Regular Meeting**

Page 4 – the Motion – Sarah Silk made the motion to deny Paul Zimmerman's request for the return of 249.48 for his ZBA application administrative fees, seconded by Linda Murray. **Members Kristi Ginter, Sarah Silk & Linda Murray voted in favor and Marge Webster & Dave Senecal voted against,** the motion passed.

Page 6- Add – ***Dave Senecal stated the Non-Public minutes were sealed by a 2/3 vote as required by law.***

Page 5 – Add above the motion for bond – ***Ms. Silk stated the bonding in the past for 20 years has been the recommended option as with the RIB project.***

**Marge Webster made the motion to accept the minutes of November 4, 2009 as ammended, seconded by Sarah Silk. Members voted and none being opposed the motion passed.**

➤ **Bulk Vote**

**A. Property Tax Refunds/Abatements**

**Approvals**

- |     |                        |              |        |
|-----|------------------------|--------------|--------|
| i.  | Refund/Abatement No. 5 | Tax Map 228, | Lot 51 |
| ii. | Refund/Abatement No. 6 | Tax Map 250, | Lot 4  |

**B. Property Tax Credits/Exemptions**

**Approvals**

- |      |                        |              |        |
|------|------------------------|--------------|--------|
| i.   | 325 Sewall Road        | Tax Map 241, | Lot 65 |
| ii.  | 3 Diamond Cove Way     | Tax Map 228, | Lot 6  |
| iii. | 9 Jennifer Circle      | Tax Map 188, | Lot 26 |
| iv.  | 309 Cotton Valley Road | Tax Map 154, | Lot 13 |
| v.   | 9 Lehner Street        | Tax Map 217, | Lot 65 |
| vi.  | 633 South Main Street  | Tax Map 260, | Lot 52 |
| vii. | 9 Cricket Hill Road    | Tax Map 202, | Lot 99 |

viii.	12 Allen Road	Tax Map 148,	Lot 5
ix.	2 Finch Street	Tax Map 126,	Lot 51
x.	11 Trask Mountain Road	Tax Map 35,	Lot 7
xi.	20 Sleepy Hollow Road	Tax Map 267,	Lot 33
xii.	67 Varney Road	Tax Map 203,	Lot 5

Mrs. Murray would like to note a change on the form for xi. 20 Sleepy Hollow Road is not applying for an Elderly Exemption.

**C. Intent to Cut Wood or Timber**

i.	Waumbeck Road	Tax Map 159,	Lot 22
ii.	Pleasant Valley Road	Tax Map 249,	Lot 1

**D. Department of Revenue Administration 2009 Parcel Count**

**Kristi Ginter made the motion to accept the Bulk Vote, seconded by Marge Webster. Members voted and none being opposed the motion passed.**

➤ **Presentation on New Town Hall of Wolfeboro Web Site**

Mr. Owen introduced Bill Letsky of Virtual Town Hall to make a presentation on the Town's new web site.

Mr. Letsky stated the new web site will have more content and be friendlier for the user. The home page will have rotating pictures of the Town. It will be organized by departments and by the boards and commissions. Each will have a page where you can go to find out information, get applications or contact info for the department or boards. There will also be a search box for those who are not sure where the information they are looking for is located. There will be a resident button for quick access by the public as well as a business button for the items a business may need. The new site is still 3 weeks away from the launch.

Jane Thurston asked who will maintain the web site.

Mr. Letsky stated Virtual Town Hall will build the web site and then train some employees to maintain the site and we will provide support.

Mr. Owen stated each department will be responsible for maintaining and updating their own information.

Jane Thurston asked if she would be able to register her dog, register her car and get her dump sticker on line.

Mr. Letsky stated this is an evolving process and these are all things that could possibly be done.

Judy Breuninger asked how much does this cost and who is paying for it.

Mr. Owen stated that the initial start up cost of \$5000 was in the budget. There are also licensing fees for a cost of \$2400 per year.

➤ **Access to Parks & Recreation Department Programs for Brookfield Residents**

Ethan Hipple, Director of Parks and Recreation, stated residents of Brookfield have asked why they could not pay the “resident rate” for the Wolfeboro Parks and Rec. programs and season passes at Abenaki Ski Area and Pop Whalen Arena. We have proposed to have the Town of Brookfield pay a grant of \$4216 on a yearly basis. This will entitle the residents of Brookfield to use the programs from the Wolfeboro Parks and Recreation at the resident rate.

Mrs. Murray stated that the residents of Brookfield are paying about \$2000 now and that this will be a gain in revenue than if they were to pay a set amount.

Mr. Hipple stated that Brookfield has 607 residents and 71 took part in our programs for total revenue of \$2000. We have had many residents of Brookfield express that if they could pay resident rates they would enroll more of their children in the programs.

Ms. Webster stated she supports this and would like to make sure that the \$4216 was based on accurate proration that was the same used for Tuftonboro who pays \$15,000 per year.

Mr. Hipple stated it was.

Ms. Silk stated she believed that the \$15,000 was arrived on in 1990. She believes this is a great incentive for the town in working together.

Mr. Owen stated he did advise the Town of Brookfield that this item would be on the agenda if they would like to have someone represent the town.

Clifton Camp, Chairmen of the Brookfield Board of Selectmen said that this has been a concern for our residents and that it will be welcomed greatly by the residents. In order for our children to have more things to do and it will be something that our families can afford to do.

**Marge Webster made the motion to approve providing access to Wolfeboro Parks and Recreation Department programs to Brookfield residents on the same basis as Wolfeboro and Tuftonboro residents, subject to receiving an annual grant amount of no less than \$4,216 from the Town of Brookfield, seconded by Linda Murray. Members voted and none being opposed the motion passed.**

➤ **Amend Mileage & Expense Reimbursement Policy**

Mr. Owen stated that he has revised the policy and it now parallels what Carroll County has in effect. Though Carroll County does not have a written policy, but it does have recommendations that employees maintain insurance on their vehicles that they use for Town Business. I showed this to the department heads and there were some concerns, but after some checking this was abated.

Ms. Silk asked if this is intended to cover employees that use their cars all the time or was this intended to cover mileage reimbursement for people who are members of Boards and Commissions who use their cars to go to meetings and ask for mileage reimbursement.

Mr. Owen stated this will apply to all Town employees.

Ms. Silk asked who are considered a Town employee.

Mrs. Murray stated that anyone wanting reimbursement should have the required insurance.

Mr. Owen stated that the Selectmen would qualify as employees.

Ms. Webster stated that no Selectmen have turned in any mileage reimbursement request for this year.

**Marge Webster made the motion to adopt the proposed draft Mileage & Expense reimbursement Policy for the Town of Wolfeboro, seconded by Sarah Silk.**

Ms. Silk asked about the possibility of people changing their insurance and who will check on this.

Mr. Owen said that this be updated 2 times a year. It will need to be implemented in our administrative policy.

**Members voted and none being opposed the motion passed.**

➤ **Winter Employee Appreciation Afternoon**

Mr. Owen stated at the Boards request he had asked for more information on the proposed Winter Employee Appreciation day. The sample agenda included Skiing, Ice Skating, Chili Cook Off Contest and games.

Ms. Ginter said she can see the point of the day but she can also see this snowballing into more and more events. This is not the message we want to convey.

Mrs. Murray would like to say she would support a Christmas party.

**Linda Murray would like to make the motion to table the Winter Employee Appreciation Afternoon, seconded by Marge Webster. Members voted all in favor the motion passed.**

➤ **Draft Changes to Hawkers and Peddlers Ordinance**

Mr. Owen stated the changes have been made to the Hawkers and Peddlers Ordinance.

Mrs. Murray asked about how we would do the lottery. Also there were issues with the Railroad Ave space. There was not enough room for the cart and they ended up on the sidewalk. We need to take a look at these spaces to make sure they have enough space.

Ms. Ginter also asked about the lottery.

Mr. Senecal suggested that we should add that the lottery would be a draw from a hat.

**Sarah Silk made the motion to approve the Hawkers and Peddlers Ordinance as amended, seconded by Marge Webster.**

Mrs. Murray stated with the condition that we will go out and check the sizes of the spaces to make sure that they can accommodate the carts.

**Members voted all in favor, the motion passed.**

➤ **Mailing to Residents by Agricultural Commission**

Sarah Silk stated she was asked to present this tonight. One of the charges of the Agricultural Commission though the State RSA's is that they need to do a inventory of the agricultural activities going on in the Town. They are trying to find out what type of agricultural activities people are doing on their properties. (See attached sheet). This will be included in the electric bill.

Mr. Senecal asked Mr. Houseman we have an ordinance of one acre per beast. I have chickens do I need one acre per chicken.

Mr. Houseman stated that there is a formula to determine how many chickens equal a beast.

**Linda Murray made the motion to allow the Agricultural Commission to put their survey in the Electric bill, seconded by Kristi Ginter. The members voted all in favor and the motion passed.**

➤ **Loan Agreement with NH Municipal Bond Bank**

Mr. Owen stated we do not need to read this into the minutes we can move it as written for the Bond Agreement for the RIB Project for \$872,636 bond with a 10 year term. It is ready for the Boards approval and signing.

Mrs. Murray stated that the paperwork states that the interest rate is 4.25% and that is correct, but there is a .75% which we pay in administration charges and fees, so the net is 5%.

**RESOVLED: 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 votes of the Issuer duly adopted on March 13, 2007 under Article 7 of the Warrant for the Annual meeting of Issuer there be and hereby is authorized the issuance of a \$872,636 Bond of the Issuer (the "Bond") which is being issued by the Issuer for the following purpose: to finance the following wastewater projects: (i) to design and to construct improvements for the new effluent disposal system; (ii) to clean and stabilize the closed compost area; (iii) preparation of long term facilities plans; and (iv) engineering and other required facility upgrades.

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"), shall bear a net interest cost rate (as defined in the Loan Agreement), of four and twenty five hundredths 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 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 Loan against payment therefore.

**RESOLVED:** That the useful life of the project being financed is in excess of fifteen (15) years. I further certify that said meeting was open to the public; the aforesaid vote was not taken by secret ballot nor in executive session; that notice of the time and place of said meeting was posted in at least two (2) appropriate public places within the territorial limits of the Issuer, or published in a newspaper of general circulation in said area, at least twenty-four (24) hours, excluding Sundays and legal holidays, before said meeting; that no deliberations or actions with respect to the vote were taken in executive session; and that the minutes of said meeting have been promptly recorded and have been or will be made to inspection within one hundred forty-four (144) hours of said meeting, all in accordance with Chapter 91-A, N.H.R.S.A., as amended.

I further certify that the above vote has not been amended or rescinded and remains in full force and effect as of this date.

**Marge Webster made the motion to approved the Loan Agreement with NH Municipal Bond Bank as written, seconded by Sarah Silk. The Members voted and none being opposed the motion passed.**

➤ **October 2009 Expenses and Revenue Report**

Finance Director, Pete Chamberlain reported that the Expenses and Revenue are on track for the year. The average at the end of October amount expended should be approximately 83.00%. The summary indicates the following percentage expended to date as follows: General Fund 80.475%, Water Fund 82.483%, Electric Fund 77.786%, Sewer Fund 75.372% and the Pop Whalen Fund 70.242% with overall expended to date 78.98%. We have issues a budget advisory to be careful with spending to all departments.

Mrs. Murray said that the Electric Administrative Budget was 89.504% when I removed the allocation of administrative expenses for the month on November & December I was please to find that the budget was 82.5% and right on target. She asked if the budgets will be on the Web Site.

Mr. Chamberlain stated these reports will be on the web site

➤ **New Town Hall on Lehner Street Presentation**

Mr. Senecal stated that he and Marge Webster got together with Tennant/Wallace Architects to look at the feasibility of Lehner Street as a Town Hall site. We have taken the area of the power station and recycled the area along with some new space. Handout were given out (See Sheet)

Ms. Webster introduced Pete Tennant of Tenant/Wallace Architects who has done work for other towns the state and is familiar with municipal projects. His firm has submitted a bid for the library project. He has brought with him boards and drawings.

Pete Tennant stated his firm specializes in Town and commercial projects. He reviewed the proposal of what could be done using the MED. On the Main Level floor he showed the medium meeting room that can be accessed after hours for small meetings. This floor also includes the Town Clerk's Office, the Tax Collector and Assessor's office as well as a large meeting room. On the lower level he showed the Public Works Office, Welfare Office and the Planning & Zoning space which includes a small meeting room. This level also includes staff bathrooms. On the third floor is an administrative floor with the Town Manager's office and many more offices. The egress stairs are located on both ends of the building. The total square footage is 20,700 sq ft, with 4136 is existing to be renovated and 16,600 that will be new (see attached). On the exterior the main level we propose a brick finish with granite trim. The building makes use of the slope on the site. This is a lifetime building the metal roof is good for 70 years the brick will not need to be re-pointed. The estimate for this project will be \$4.5 million and



these are firm numbers at this time prices are low. This building will take care of the needs of the Town and uses a property that the Town already owns.

Mr. Senecal stated we will take a few questions.

Mrs. Murray asked what is the width of the back of the building.

Mr. Tennant stated 36'.

Mrs. Murray asked if he was given a plot plan and if he knew the dimensions of the two lots he was using.

Mr. Tennant stated yes.

Mrs. Murray said her concern was the lot line runs close to the Community Center building.

Mr. Senecal stated that these are conceptual drawing and we are just trying to show that this site is compatible to do this type of project.

Mrs. Murray stated she feels we should know how this proposed building sits on the lot because we as a Town are not sure where the lines are.

Mr. Tennant stated the proposed building does not go as far as the community center.

From the audience it was asked who contracted for Mr. Tennant services and who is paying for it.

Marge Webster stated that this is not costing the Town or the Tax Payers anything.

Don Hughes stated it looks like déjà view. 20 years ago we tried to put together a proposal for a new building. The voters turned it down. We have a building, it is right on Main Street. It is historical building and we do not want to propose a new building until we have a plan for the existing building.

Mr. Senecal stated the purpose of tonight is to show a conceptual idea for Lehner Street.

Suzanne Ryan asked do you have guest-ta-ment on the meeting room capacity and would the large meeting room be available for night meetings as well.

Mr. Tennant stated the large meeting room is 49' x 33' which is 1600 sq ft and can hold 120 to 130 people, medium meeting room 20' x 45' -900sq ft that can hold 50 to 60 people. The smaller meeting rooms will hold 16 to 20 people.

Bob Lemaire stated we have been shown different plans for a couple of years and these are the most substantial. I feel this building is a little large. Have you explored different scales to scale this down.

Ms. Webster stated the plans that were drawn up for Brewster Memorial Hall was 21,000 sq ft. She stated she feels that if we can use the properties that we own we should do this.

Richard O'Donnell would like to respond to some of the comments made. In 2009 53% of the voters by majority voted to repair Brewster Hall while the voters rejected by a large margin to even do a study to consider Lehner Street as a Town hall option. Voters also rejected another attempt to relocated town hall. You will have a lot of resistance to moving Town Hall. The Towns Master Plan states that Brewster Hall is the location for our seat of government. It is not the design and not the cost, it is the judgment that two Selectman seem to feel that they have better judgment than many town's people as well as advice from other engineers, architects and planners. If you are ignoring the master plan than you are ignoring the Planning Board. We want to have a village center, we want to have a walk able community and by removing the Town Hall from the current location or attempting to do that violates the very thing the Town is trying to do.

Mr. Senecal stated again that this is a conceptual plan.

Mr. O'Donnell asked what the next step is.

Mr. Senecal said the next step will be for the Board of Selectmen to have a work session. He feels the Board will present something this years.

Ms. Ginter asked Mr. O'Donnell to clarify that he is not speaking for the Planning Board.

Mrs. Murray read a statement (see attached) talking about the process.

Mr. Senecal stated that part of the purpose of tonight was to do the same thing as the Friends of Town Hall did at the last meeting.

Mr. Senecal closed the discussion.

Mr. Owen stated that the Town Attorney is here and we need to go into a non-meeting.

The Board went into a Non-Meeting at 8:07pm.

The Board returned to Public meeting at 8:25 pm.

➤ **Warrant Article Review**

**A. Replace HD-10, a 1.5 Ton plow Truck with Wing and Sander**

Mr. Senecal asked do we want to present this as recommended.

Mrs. Murray would like to point out that there is also a request for \$95,000 for the capitol reserve.

Mr. Ford stated we are doing both but they are being presented separately. He stated there has been a correction to the sheets present to the Board with the corrected amounts of \$100,000 and \$95,000 for a total of \$195,000.

Mrs. Murray stated we will be putting out two warrant articles one for \$100,000 and the other for \$95,000 for the capitol reserve.

## **B. Dockside Upgrade – Phase 2**

*To see if the Town will vote to raise and appropriate the sum of seventy thousand dollars (\$70,000) to replace the chain link fence with black iron fence, upgrade lighting and extend stamped concrete surface between Dockside restaurant and Main Street, and further to authorize the issuance of not more than seventy thousand (\$70,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal finance Act, and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

Mrs. Murray stated she feels this should be taken out of the operating budget and made a warrant article as it is choice item.

## **C. Public Building Evaluation & Capital Assets Management Plan**

*To see whether the Town will vote to raise and appropriate the sum of Ninety thousand Dollars (\$90,000) for the purpose of obtaining a professional evaluation of the conditions of the following Town Buildings: Dockside, community center, Library, Libby Museum, Highway Garages, Ice Arena and the Solid Waste Facility, such evaluations to assess building conditions, identify and prioritize issues of concern and list required upgrades and their costs to protect the Town's assets, make them more energy efficient and to develop a long term Building facilities capital Assets Management Plan.*

Mrs. Murray stated she would like to remove the library, she feels they are doing this now. Also last year we asked for \$80,000 and why are we asking for \$90,000 this year.

Mr. Ford stated we added some more buildings, and using \$12,000 per building.

Mr. Owen stated that he re-wrote this because it was basically the same as was asked for last year.

Ms. Silk asked whether the Pop Whelan should be allocated to the Fund.

Mr. Ford stated that to do this will open up a pandora's box. We think we know what these building need. But we will not be sure until we have a professional assessment. You may want to put this off until next year.

Mr. Senecal stated that the building needing assessment now would be Dockside, Libby Museum, Highway Garages, and Solid Waste & Public Safety Building.

**Mr. Senecal made the motion to go with \$60,000 to assess Dockside, Libby Museum, Highway Garages, Solid Waste facility and the Public Safety Building, seconded by Marge Webster. Members voted all on favor the motion passed**

**D. Upgrade Town Roads**

*To see whether the Town will vote to raise and appropriate the sum of five hundred fifty thousand dollars (\$550,000) for upgrading Town roads and drainage system.*

*Mr. Ford stated that if we can only do one he would prefer that we do this one.*

**E. Center Street Drainage Upgrades**

*To see whether the Town will vote to raise and appropriate the sum of five hundred fifty thousand dollars (\$550,000) for upgrading Town roads and drainage systems.*

*Mrs. Murray would like a change in wording “ to see if the Town vote and raise and appropriate the sum of six hundred thousand dollars (\$600,000) for completing phase two of the upgrade to the drainage system in the Center Street Area which will include but not limited to the construction of the Glendon Street outflow and the cleaning and culvert upgrade of the Center Street outflow”. And I think this sentence should be added “said sum should be in addition to any Federal, State, private funds that are made available therefore”.*

**F. South Main Street (Route 28) Corridor study and Conceptual Design**

*To see whether the Town will vote to raise and appropriate the sum of Ninety-nine Thousand dollars (\$99,000) to fund the study and conceptual design of improvements to south Main Street/Center Street corridor (Route28) from Alton Town Line to Wolfeboro falls, and further to authorize the issuance of not more than Ninety-nine thousand dollars(\$99,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorized the Board of selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

*Mrs. Murray asked whether we would want to bond \$99,000.*

*Mr. Ford stated we were dropped off the 10 year plan because we didn't have a plan.*

*Mr. Owen asked of we are going to keep this as a bonded project.*

*The Board stated no.*

## **G. ADA Improvements – Phase II**

*To see whether the Town will vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000) for the purpose of designing and constructing Americans with Disabilities Act (ADA)- compliant entrance and restrooms at the following Town Facilities: Carry Beach bathhouse, Brewster Beach bathhouse, and Pop Whalen arena, and to further authorized the issuance of not more than two hundred fifty thousand dollars (\$250,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorized the Board of selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose. The portion of principal and interest on said bonds or notes which is allocable 50% of the improvement at the Pop Whalen Arena shall be paid from the Pop Whalen Enterprise Fund.*

*Mrs. Murray stated last year we got 59.6% of approval. I was wondering if the Board would like to split this into two separate warrant articles. One for the Pop Whalen and the other for the beaches to see if we could get them passed separately.*

*Mr. Owen stated there is another ADA project at the Public Safety Building.*

*Mr. Ford stated we have been sited on the Public Safety building and the Pop Whalen.*

*Mr. Senecal said we will separate this to G-will be beaches & G1 Pop Whalen.*

## **H. Complete Upgrades to Railroad Station**

*To see whether the Town will vote to raise and appropriate the sum of seventy-seven thousand dollars (\$77,000) to complete upgrades to the town owned Historic Railroad Station building, and to further authorized the issuance of not more than seventy-seven thousand dollars (\$77,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorized the Board of selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

*Mrs. Murray would like to change the wording to “To see whether the Town will vote to raise and appropriate the sum of seventy-seven thousand dollars (\$77,000) a bid price for the purpose of completing the upgrade to the town owned Historic Railroad Station building which will include but is not limited to new asphalt shingles, roof repairs, exterior painting and insulation”.*

*Ms. Ginter stated she thought this was to be covered in last years warrant article.*

*Mr. Ford stated it was presented as we did not know what we were getting into. We knew it was a old building and the benefit of going forward will be to get the code issues taken care of.*

*Ms. Ginter asked will we be bonding this.*

## **I. Replace Water Lines in Glendon and Lehner Street Area**

*To see whether the Town will vote to raise and appropriate the sum of six hundred thousand dollars (\$600,000) to replace the water mains and appurtenances in Union and school Street area in downtown Wolfeboro, and to further authorized the issuance of not more than six hundred thousand dollars (\$600,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorized the Board of selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

Mr. Owen stated this has a misprint and it should say Lehner and Glendon Street.

Mrs. Murray said she would like to add "other streets downtown".

Mr. Ford said that now we have started the water lines the older lines are getting less water.

## **J. Design of Infrastructure Upgrades for Pine St/Crescent Lake Ave**

*To see whether the Town will vote to raise and appropriate the sum of ninety-five thousand dollars (\$95,000) to be funded by general and water enterprise funds as follows: general \$45,000; water \$50,000; for the purpose of designing street, drainage, sidewalk, water and sewer improvements on Glendon, School, Union and Lehner Streets, including survey and environmental testing, said sums to be in addition to any federal state, or private funds made available therefore. Further authorized the issuance of not more than ninety-five thousand dollars (\$95,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorized the Board of selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

Mrs. Murray has an issue on the wording it should read "\$95,000 to be funded by general and water funds as follows: \$45,000 water and \$50,000 for the purpose of designing street, drainage, sidewalk, water and sewer improvements on Pine & Crescent Street". And her concern is if we do the \$1,200,000 project on Glendon and Lehner that this is a project that could be cut back.

Ms. Webster asked what will happen if we put all these projects together. It will make the total higher.

Mr. Ford stated this is design project and it could be put off.

## **K. Downtown Street Reconstruction**

*To see whether the Town will vote to raise and appropriate the sum of one million two hundred thousand dollars (\$1,200,000) to rebuild roadway, drainage system and sidewalks on School, Glendon and Lehner Streets, and further to authorize the issuance of not more than one million two hundred thousand (\$1,200,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorized the Board of selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

*Mrs. Murray proposed a new wording for this warrant article "To see whether the Town will vote to raise and appropriate the sum of one million eight hundred thousand dollars (\$1,800,000) for the purpose of constructing road, water line, drainage and sidewalks on School, Glendon and Lehner Streets and other downtown streets." This would be a warrant article that combines these items together. I am worried about the economy and have reviewed the unemployment figures for the state. In 2008 in October 21,390 or 4% were unemployed and in 2009 there were 50,520 or 6,8% unemployed and we have no way to calculate the people who are not making as much as in past years. I reviewed the bankruptcies and in 2007 we had 2928, 29% that filed a chapter 13 and 71% filed chapter 7. In 2009 there were 3859 with 18 filing chapter 13 and 82 filing chapter 7. This a reason why I am not sure whether we are going to want cut some of these items. I am having trouble balancing this with where the economy is right now.*

*Mr. Ford stated that historically the town has approved water projects.*

#### **L. Handicap Accessible Restroom at Public Safety Building**

*To see whether the Town will vote to raise and appropriate the sum of ninety thousand dollars (\$90,000) for the purpose of constructing an American with Disabilities Act (ADA)- compliant restroom and associated improvements off the lobby of the Public Safety Building as required by the U.S. Department of Justice.*

*(Recommended/Not recommended by the Board of Selectmen)*

*(Recommended/Not recommended by the Budget Committee)*

Mr. Owen stated we have been sited by the Department of Justice that wants to see handicap accessible bathroom. The police Dept has agreed to provide the space from there locker room area.

#### **M. John Brewster Memorial building (Town Hall) Interim Improvements, Maintenance and Repair**

*To see whether the Town will vote to raise and appropriate the sum of one hundred ten thousand dollars (\$110,000) for interim improvements, repairs and maintenance of the John Brewster Memorial building (Town Hall). The proposed improvement include constructing American with*

*Disabilities Act (ADA) complaint entrances, fix the leak in the roof, repair/replace windows and sills, install fire alarm system, and reconstruct the rear entrance door/wall to include insulation, and aid sum to be in addition to any federal, state, or private funds made available therefore.*

*(Recommended/Not recommended by the Board of Selectmen)*

*(Recommended/Not recommended by the Budget Committee)*

*Mr. Owen handed out new information to the Board.*

*Mr. Houseman stated we need to do something. We will be in this building for at least 24 months. We are dealing with a Department of Justice, a leaky roof, ADA issues, alarm system and safety issues. We also need to deal with the rear entrance it has reached it life expectancy. It is a wise investment for the minimum stay of the two years.*

#### **N. Wolfeboro Public Library Board of Trustees – Feasibility Study for Library Expansion**

*To see whether the Town will vote to raise and appropriate the sum of, not to exceed sixty thousand dollars (\$60,000), for the purpose of a feasibility study including, but not limited to, conceptual alternative plans for expansion of the Wolfeboro Public Library. Said sum to be taken from the Wolfeboro Public Library's Building Trust Fund.*

*Mr. Senecal stated this amount will be coming out of their funds.*

#### **O. Discontinue Old Fire truck Capital Reserve Account**

*To see if the Town will vote to discontinue the old Fire Truck Capital reserve Account, established under Article 4 of the 1990 Town Warrant, and for the Trustees of the Trust funds to pay all monies in such Account, currently estimated at \$67,015.69 to the Town treasury, as required by RSA 35:16-a. Further, to raise and appropriate the amount of \$67,015.69, to be added to the new Fire Truck, and Apparatus Replacement Capital Reserve Account established under Article 30 of the 2009 Town Warrant, to be under the care and control of the Trustees of Trust Funds.*

*(Recommended by the Board of Selectmen)*

*(Recommended by the Budget Committee)*

*Mr. Owen stated we are asking to have it transferred to the current trust fund. But we can not ask for it to be transferred. We have to close it first.*

#### **P. Discontinue Foss Field Capital Reserve Account**



*To see if the Town will vote to discontinue the Foss Field Capital Reserve Account, established under Article 16 of the 1999 Town Warrant, and to return the balance in this Account, currently estimated at \$25,877.72, to the Town treasury, pursuant to RSA 35:16-a.*

*Mr. Owen stated this is to discontinue this fund as the project has been done for a few years.*

#### **Q. Fire Tuck and Apparatus Replacement Capital Reserve Fund**

*To see whether the Town will vote to raise and appropriate the sum of one hundred thirty seven thousand seven hundred fifty dollars (\$137,750) to be transferred to the Fire trucks and Apparatus Replacement Capital Reserve Account, to be under the care and control of the Trustee of the Trust Funds.*

*(Recommended by the Board of Selectmen)*

*(Recommended by the Budget Committee)*

*Mr. Owen stated we need to put this on the warrant.*

#### **R. Public Works Vehicle and Equipment Capital Reserve Fund**

*To see whether the Town will vote to raise and appropriate the sum of ninety-five thousand dollars (\$95,000) to be transferred to the Public Works Vehicle & Equipment Capital reserve Fund, to be under the care and control of the trustees of the Trust Funds.*

*(Recommended by the Board of Selectmen)*

*(Recommended/Not recommended by the Budget Committee)*

*Mrs. Murray would like to change the wording to the “custody of the trustees of the Trust Funds”.*

*Mr. Owen stated that this is the wording recommended by Town Council.*

#### **S. Reconstruct and Resurface Basketball and Tennis Courts at Foss Field**

*To see whether the Town will vote to raise and appropriate the sum of two hundred thousand dollars (\$200,000) for the purpose of reconstructing and resurfacing the basketball and tennis courts at Foss Field and replacing the fence around them, said sum to be in addition to any federal, state or private funds that may also be made available for this purpose, and further authorized the issuance of not more than two hundred thousand dollars (\$200,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

*(Recommended by the Board of Selectmen)*

*(Recommended/Not recommended by the Budget Committee)  
(3/5 vote required)*

*Mr. Hipple stated this is to reconstruct the basketball courts and tennis courts.*

*Ms. Silk asked if this will include any money if we need to deal with the DES as we needed to when we did the parking lot.*

*Mr. Hipple stated there will be some excavation (6") and this will not required the DES.*

*Ms. Silk asked Mr. Hipple to check with DES.*

#### **T. Smith River Streambank Stabilization**

*To see whether the Town will vote to raise and appropriate the sum of one hundred seventy-five thousand dollars (\$175,000) to construct Streambank stabilization improvements along Smith River, just downstream of Crescent Lake Dam, and further to authorize the issuance of not more than one hundred seventy-five thousand dollars (\$175,000) of bonds or notes for these purposes in accordance with RSA Chapter 33, Municipal Finance Act, and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest, maturity and other terms for this purpose.*

*Mr. Ford stated this is correct the damage from when the new dam was build. It is eroding the bank of the land owner. If we do nothing it will cause more problems.*

#### **U. Retaining Two Tax-Deeded Parcels for Conservation Purposes**

*Mr. Owen stated there is one more article.*

*To see if the Town will vote, pursuant to RSA 89:42-a, to retain and hold for public use two tax-deeded parcels of land, said parcels to be managed and controlled by the Wolfeboro Conservation Commission, as follows:*

<u>Tax Map-Lot No.</u>	<u>Location</u>	<u>Acreage</u>
27-7	Brown's Ridge Road	.21
151-38	Governor Wentworth Highway	.85

*Mrs. Murray stated if we do not take any of these out we are at \$4.3 million. To make a decision I need to know what we are doing on the Town Hall.*

*Ms. Silk asked when they need to go to the budget Committee.*

Mr. Owen stated December 8<sup>th</sup>.

Mrs. Murray stated to do this we need to know what we are doing with the Town Hall. We have had no discussion on this.

Ms. Ginter stated now is the time to crunch the numbers and meet on the 23<sup>rd</sup>.

Mr. Senecal stated the Board will review the warrant articulated presented and will discuss them at a special meeting on Monday, November 23, 2009 at 6:30 PM at the Wolfeboro Inn.

➤ **Old Business**

Mrs. Murray stated on the December 2<sup>nd</sup> meeting we have scheduled to start at 6:30. I have a Chamber of Commerce Board meeting and I have a conflict I am asking if we could change the start time of our meeting to 7:00 PM.

The Board will change the start time of their meeting on December 2<sup>nd</sup> to 7:00 PM.

Ms. Silk would like to remind everyone of the new hours of operation for the Solid Waste Facility Monday & Tuesday 7:30 to 3:30, Wednesday & Thursday they are closed for the Winter, November 1<sup>st</sup> to April 1<sup>st</sup>. Friday 7:30 to 3:30, Saturday 7:30 to 3:00 and Sunday 7:30 to 2:30. There are still a lot of people showing up on Wednesday and Thursday when they are closed.

➤ **Town Manager's Report**

Mr. Owen stated the Board received a letter from the Lakes Region Planning Commission about Donald St Germain continuing as the alternate for the commission. I did call Mr. St Germain and he is will to continue as the alternate. If it is agreeable to the board I will inform the LRPC that Mr. St Germain will continue as the alternate.

**Ms. Ginter made the motion to have Donald St Germain continue as the alternated to the Lake Region Planning Commission, seconded by Marge Webster. The members voted and none being opposed the motion passed.**

Mr. Owen stated that the Dept of Labor was here a week ago to do a inspection of the town building including the Town Hall, Public Safety Building, Highway Garage, Solid Waste Facility, Water Treatment Plant and the Waste Water Treatment Plant and we are expecting to get their written report in the next few weeks. We expect that they will have recommendation of things they want addressed at these facilities which we may be able to address this year. And others that we might be able to address with these warrant articles. The US Dept of Justice has been in touch asking for an update on our compliance efforts. I have told them I will get something to them before the end of the year.

Ms. Silk would like to inform the Town Manager that half of the lights at the Community Center are not working.

➤ **Committee Reports**

Ms. Ginter stated the Planning Board met last night and held a public hearing to change the definition of Boarding House, Dormitory, Boat House Ordinance, Wet Lands Ordinance which was tabled for further discussion, Small Wind Energy Ordinance will be sent to the 2010 warrant. The Driveway Regulation has been approved and there is now an appeal process. Air Craft takeoffs and landings on private land overlay was tabled.

Ms. Silk stated the Agricultural Commission met with the Planning Board work session relative to adopting the state definition of Agricultural relative to the NH Dept of Agricultural Best Management Practices.

Mrs. Murray stated the 250 General Wolf Committee met today to plan more activities and we will be meeting once a week. I would like to report that the celebration held at the Wolfeboro Inn on Saturday night was a success we were hoping for 40 people and we had 41.

Marge Webster stated the budget committee is meeting twice a week.

➤ **Non Public Session**

Suzanne Ryan said we know what participated the Dept of Justice visit to the Town do we know what caused the Dept of Labor to visit.

Mr. Owen stated we do not know.

Mr. Senecal said they usually visit towns every couple of years.

➤ **Non- Public**

**Kristi Ginter made the motion to go into the non-public session under RSA 91-1:3 II, to discuss litigation at 9:43 PM, seconded by Marge Webster. Roll call vote Marge Webster, yes, Sarah silk, yes, Dave Senecal yes, Kristi Ginter, yes and Linda Murray, yes.**

The Board went into the re-entered public session at 9:55 PM.

Dave Senecal announced the Board voted by a 2/3 vote to seal the non-public minutes of November 18, 2009 as required by law.

Marge Webster made the motion to adjourn the meeting at 9:58 PM, seconded by Sarah Silk. All members voted in favor, the motion passed.

Respectfully submitted,  
*Theresa Tavares*  
Theresa R. Tavares