

Wolfeboro Board of Selectmen

Meeting Minutes

November 4, 2009

Members present: Chairman Dave Senecal, Vice-Chairman Kristi Ginter, Linda Murray, Sarah Silk, 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 two items of litigation.

➤ Approval of Minutes

October 14, 2009 – 2010 Budget Hearings

Linda Murray made the motion to accept the minutes of October 14, 2009, seconded by Sarah Silk. Members voted and none being opposed the motion passed.

October 15, 2009 – 2010 Budget Hearings

Marge Webster made the motion to accept the minutes of October 15, 2009, seconded by Kristi Ginter. Members voted and none being opposed the motion passed.

October 20, 2009 – 2010 Budget Hearings

Marge Webster made the motion to accept the minutes of October 20, 2009, seconded by Sarah Silk. Members voted and none being opposed the motion passed.

October 21, 2009 – Meeting Minutes

Page 2: 2nd paragraph, 10th line:

Linda Murray would like to add “is completed for the use by **the BOS** and Budget Committee for the 2010 budget process”.

Page 9: Motion should read Mr. Senecal made the motion to hire an independent consultant to review **and mediate** the Historic District Commission matter and to provide a report to the Board of Selectmen.

Page 8: 2nd paragraph: Add the Board of Selectmen **had received a copy of a possible petition.**

Page 5: Ms. Ginter 4th paragraph from bottom would like to change like to **liked** and from had one before **to has had a application before and has used it.**

Would like to delete “Ms. Ginter said maybe we would keep there will be a lottery and add based on the following factors.”

Ms. Silk: Page 8: 3rd paragraph; add at the **October 22nd** meeting.

Page 9: 1st line: add at the **October 22nd** meeting

Page 10: change December to **November**.

Marge Webster made the motion to approve the minutes of October 21, 2009 as amended, seconded by Kristi Ginter. Members voted and none being opposed the motion passed.

➤ **Public Hearings**

A. Temporary Event Permits

- i. Wolfeboro Parks & Recreation Department and Wolfeboro Lions Club to hold Turkey Trot Road Race on November 21, 2009 from 9:00 AM – 1:00 PM

Ethan Hipple, Director of Parks & Recreation asked the Board to approve the Temporary Event Permit for the Turkey Trot Road Race on November 21, 2009 from 9:00 AM – 1:00 PM.

Ms. Silk reminded Mr. Hipple not to block access for Fire or Emergency vehicles.

Kristi Ginter made the motion to approve the temporary event permit to the Wolfeboro Parks & Recreation Department and the Wolfeboro Lions Club to hold the annual Turkey Trot Road Race on November 21, 2009 from 9:00 AM to 1:00 PM seconded by Linda Murray. Members voted and none being opposed the motion passed.

➤ **Bulk Vote**

A. Raffle Permits

- i. Wolfeboro Lions Club – 18th Annual Turkey Trot Raffle

B. Tax Warrant - \$10,726,792

Sarah Silk made the motion to approve the issuance of raffle permit to the Wolfeboro Lions Club for the 18th Annual Turkey Trot Raffle and to approve and sign the Tax Warrant for \$10,726,792, seconded by Marge Webster. The members voted and none being opposed the motion passed.

➤ **New Business**

A. Amend Mileage & Expense Reimbursement Policy

David Owen would like to withdraw this item.

Mr. Senecal asked Mr. Owen to place this item on the agenda for the next meeting on November 18, 2009.

B. Winter Employee Appreciation Afternoon

Mr. Owen stated after the success of the Fall Employee Appreciation Day, it is being suggested that the Town have a Winter Employee Appreciation Afternoon.

Mr. Senecal stated he had talked to Jeff Urquhart and they would like to have this Appreciation Afternoon around Valentine's Day at the Abenaki Ski Area.

Linda Murray asked whether we will need to add another \$500 to line .850 in the BOS Budget for next year to cover this event.

Ms. Silk asked if the whole \$500 would be needed as this is not a whole day event.

Ms. Ginter would like to know if this would be an event that the employee's families would be invited to. In the past families were invited to the Employee's Christmas party.

Mr. Owen said that would be a decision for the Board.

Mr. Senecal would like some more information regarding this Appreciation Afternoon and to revisit this at the next meeting.

Ms. Silk said Mrs. Waterman, Town Clerk is in favor of a Christmas Party.

Ms. Webster asked why we couldn't have both the Christmas Party and the second Appreciation Afternoon.

Mrs. Murray stated we could take the funds out of this year's budget for the Christmas party. The question is do we want to add another \$500 to next year's budget.

Sarah Silk made the motion to get more information about the Winter Employee Appreciation Afternoon, seconded by Kristi Ginter. The members voted and none being opposed the motion passed.

C. Letter of Support for the Safe Routes to School Grant Application

David Ford, Public Works Director stated he has been working with the Safe Routes to School Task Force and they have developed a general grant application to the NH Dept. of Transportation for funding of the Safe Routes to Schools. This would include sidewalks and cross walks upgrades from Carpenter School, down School Street to Glendon Street and through the Glendon Street parking lot to link Carpenter School and the Bridge Falls Pathway and the Foss Field Recreation area. The grant would be for \$200,000 for the Safe Routes to School. We are asking for support from the Board and for the Board to sign the grant application.

Mrs. Murray stated she is happy that the Safe Routes are planning work at the High School for Crescent Lake School as it can be dangerous trying to cross the parking lots during school time.

Marge Webster made the motion to approve and sign the letter of support for the Safe Routes to School Grant Program, seconded by Sarah Silk. Members voted and none being opposed the motion passed.

D. Paul Zimmerman

Mr. Owen stated that Paul Zimmerman has asked to speak to the Board regarding his complaint as to Mr. Ford, Director of Public Works, to deny him a driveway permit at his property at 7 Pine Street.

Mr. Zimmerman addressed the Board stating that he was denied a driveway permit by Mr. Ford for his property. He is also unhappy that Mr. Houseman, Director of Planning & Development, reported him to the State of NH for a wetlands violations. He feels that Mr. Ford should not have denied him the permit to move his driveway 20' to provide better access to his property. He also stated that he did not fill in any wetlands but corrected drainage on his property. He was also upset in that he said he had been told that he could appeal the decision of Mr. Ford at the ZBA by Mr. Houseman in regards to the driveway permit denial. He felt that Mr. Houseman knew that the driveway permit could not be appealed but had still taken his ZBA fee of \$150 and other charges for postage and preparation fees costing him in total \$250. He would like this money refunded to him.

Mr. Owen stated that the Town Planner did inform Mr. Zimmerman in his July 9, 2009 letter that if he appealed this decision it would be untimely.

Ms. Ginter asked why Mr. Zimmerman filed the appeal when he knew it would be untimely.

Mr. Zimmerman stated it was a chance he took.

Mrs. Murray stated she understands Mr. Zimmerman's frustration. She stated she took some time to find out who had the authority of what he was appealing. If you were going to appeal Mr. Houseman's decision you could have appealed it in 30 days to the ZBA. If you wanted to appeal the decision of the Driveway Permit Administrator Mr. Ford that is not appealable. You went ahead and took the risk.

Mr. Zimmerman stated that it is a residential property and he should not be denied a permit to move the driveway. He stated that he feels that he should not have been put through all of the work for the ZBA appeal if the Town knew it was unappealable.

Mr. Owen stated that there is currently no appeal process for a Driveway permit. He asked Mr. Houseman if the Planning Board is in the process of developing an appeal process.

Mr. Houseman stated yes.

Mr. Senecal asked for a motion as to whether to reimburse \$249.48 in fees and administrative costs to Mr. Zimmerman.

Sarah Silk made the motion to deny Paul Zimmerman's request for the return of \$249.48 for his ZBA application and administrative fees, seconded by Linda Murray. The Members voted and none being opposed the motion passed.

➤ Friends of Town Hall

Mr. Owen stated that The Friends of Town Hall have requested time on your agenda to make a presentation regarding the Town Hall.

Joyce Davis asked the Board before her presentation if the Friends of the Town Hall could again place a wreath on the door for Christmas. Ms. Davis continued that the Friends of the Town Hall traveled to Derry where it was announced that the Wolfeboro Town Hall has been designated by the New Hampshire Preservation Alliance as one of the 7 most endangered historic structures in New Hampshire. The Friends would like to introduce the architect John Grosvenor, a long-term summer resident of Wolfeboro who is a principal member of the firm Newport Collaborative Architects in Newport, RI.

Mr. Grosvenor spoke to the Board and presented a proposed plan for the renovation of the Town Hall using the existing space on the first and second floor and creating new space on the third floor. They propose raising the level of the floor on the main level, using the annex as meeting rooms. The annex would also have an elevator installed for access to the second floor. On the second floor they proposed to use part of the existing space from the ball room for offices. On the second floor of the annex there would be more offices. Their plan would also include offices on the 3rd floor. This plan would make the most use of the existing space. With this plan there would be little use for the basement which would be cleaned to correct the mold issues and then be used for storage. Mr. Grosvenor spoke about the cost of the renovation with this plan being almost half of the previous restoration plan's costs, as well as the savings of renovation over building a new building.

There could also be a Tax Credit of 20% if the Town was willing to complete the complicated paperwork. He said the Town Hall building is an important building to the Town it is a very recognizable structure in town.

Joyce Davis said the Friends of the Town hall would welcome any feed back about this plan. They will also be meeting with Energy Commission.

➤ **New Town Hall on Lehner Street**

Mr. Senecal stated that he and Marge Webster will not be making a presentation tonight but they will come back for the next meeting in two weeks.

➤ **Set Term of Bond Issue**

Mr. Owen stated before Finance Director Pete Chamberlain can finalize the 2010 budget, the Board needs to set the term for the remaining balance to be financed on the Rapid Inflow Basins project in the amount of \$872,636.

Mr. Chamberlain stated that we need to set the term of the note. He recommends bonding over a ten year period for this relatively small bond. The 10 Year Bond Total interest of \$239,654.19 with the total cost over period of the bond would be \$1,112,290.19. The 20 Year Bond Interest of \$539,585.01 with a total cost over a period of the bond would be \$1,412,221.02.

Mrs. Murray talked about the time value of money and the effect of bonding over a period 20 years. Her calculations show that if you take \$300,000 and bond it over 10 years the effect on the tax bill will be \$21. If you take that same \$300,000 and bond it over 20 years the effect on the tax bill will be \$15. She would support bonding over the 20 year period as it would be less of a burden to the tax payers.

Ms. Ginter is in favor of the 10 year bond.

Kristi Ginter made the motion to approve setting the Bond for 10 year time period, seconded by Marge Webster. The members voted and Marge Webster, Kristi Ginter and David Senecal voted in favor, Sarah Silk and Linda Murray against, and the motion passed.

➤ **Finalization of 2010 Operating Budget and Referral to Budget Committee**

Mr. Owen stated the Board needs to approve the 2010 Operating Budget. In addition, the information requested on the lease to purchase option for the vehicle for the Codes Officer has been included for your review. Once the Board decides on this matter, the Board should be ready to approve the 2010 Operating Budget and send it to the Budget Committee

Mr. Chamberlain stated the 3 year lease to purchase effect on the budget allows for a decrease of \$14,409 to the purposed general fund budget. There is also a change to the budget for Health Insurance as we have another employee signing up for the health insurance.

Mrs. Murray stated that buying the vehicle outright will be a saving of \$2000 over that of using the lease to purchase option.

Ms. Webster said she supports the lease to purchase method.

Marge Webster made the motion to support the 3 year lease for the Codes Vehicle, Seconded by Kristi Ginter.

Mr. Senecal stated the Codes Vehicle will not only be used for the Planning Department but for anyone who needs the vehicle to go to a meeting or conference out of Town.

The Board voted Marge Webster, Dave Senecal and Kristi Ginter voted in favor and Sarah Silk and Linda Murray were opposed. The motion passed.

Mr. Owen stated the Board will be voting to adopt the 4.59% Operating Budget to go to the Budget Committee, with the adjusted totals of \$24,804,096.

Dave Senecal made the motion to approve the proposed 2010 Town Operating Budget for \$24,804,096 and to refer it to the Budget Committee for review, seconded by Marge Webster. Members voted and none being opposed the motion passed.

➤ **Other Business**

Mrs. Murray stated the 250th Anniversary Committee of the Naming of Wolfeboro would like to invite the public to a 250th Anniversary Kick off Celebration at the Wolfeboro Inn on Saturday, November 14 from 5 PM to 7 PM. The cost will be \$10 per person. There will be a cash bar and the door prize will be Bowers History of Wolfeboro and with entertainment starting at 5:45 PM. We are also looking for anyone in the community who would like to serve on the committee. We will be organizing events and we could use the help.

Sarah Silk stated the Agricultural Commission will meet on Thursday and they will be going over the changes to the Zoning Ordinances relative to using the definition in the State RSA's.

➤ **Committee Reports**

Marge Webster stated she attended the Library meeting on Monday and she reviewed the RFP for the Architect. They sent out 19 and received 17 proposals back for review.

Mrs. Murray stated that we received a report from Brenda LaPointe, Tax Collector, for the revenue coming into the Town and with the increase in electric rates our revenue is close to last year.

➤ **Questions from the Press**

Tom Beeler, Granite State News asked if this year's revenue is at the same level as last year.

Mrs. Murray replied there are some ups and down but we are pretty close.

➤ **Non Public Meeting**

Marge Webster made the motion to go into Non-Public Session at 8:11 PM, seconded by Sarah Silk. The members voted all in favor, the motion passed.

The Board returned from Non-Public session at 8:30 PM.

➤ **Motion to Adjourn**

Marge Webster made the motion to adjourn the meeting at 8:32 PM, seconded by Sarah Silk. All members voted in favor, the motion passed.

Respectfully submitted,
Theresa Tavares
Theresa R. Tavares