

Wolfeboro Board of Selectmen
Meeting minutes
Approved
October 20, 2010

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

Staff present: Town Manager David W. Owen, Planning and Development Director Rob Houseman, Finance Director Pete Chamberlin and Recording Secretary Amelia Capone-Muccio

Chairman Murray called the meeting to order at 6:30 PM in the Wolfeboro Public Library. She announced that there would not be a Public Hearing on Brewster Memorial Hall this evening due to a posting error and Mr. Owen stated the Granite State News contacted him apologizing for the error.

Non-Public Session RSA 91-A: 3II

Mr. Owen stated a non-public session is needed to discuss a personnel matter.

Consideration of Minutes

➤ **October 6, 2010**

Chairman Murray made the following amendments:

- Page three, the first paragraph from the bottom to add, "*on Sunday*" after Town Hall in the first sentence.
- Page five, the fourth paragraph from the bottom to add at 6:30 PM at the end of the sentence.
- Page six, the bullet to add "*at Brewster Memorial Hall*" to the end of the sentence.

Member Chuck Storm moved the Wolfeboro Board of Selectmen accept the minutes of October 6, 2010 as amended. Sarah Silk seconded. Members voted, Marge Webster-abstained and being none opposed the motion passed.

Public Input

Josephine Amatucci joined the Board for discussion and stated that she has an entirely different proposal for a new Town Hall that would satisfy a lot of issues. She stated that she has experience in property management, as well as having flipping properties. She noted that a stick-built building will last a long time if it is maintained properly. She touched on points made by the editor for the Granite State News and Bob Lemaire's letter to the editor in the GSN. She stated she proposes to build a town hall on the Ida Glidden property housing some of the town offices and also proposes to leave some of the offices back at Brewster Memorial Hall and rent out space in the building.

Chairman Murray questioned if she could submit her suggestion in writing to allow the Board time to review it. She noted that items that are going to take longer than the three minutes should be scheduled as an appointment with the Board.

Ms. Amatucci agreed and submitted her proposal. (See attached)

Public Hearing

➤ *Temporary Event Permit*

Governor Wentworth Regional School District to sponsor the Stacy Burns Memorial Walk Against Violence Scholarship Fund 5k on October 30, 8:00 AM to Noon on the Bridge Falls Path starting at Foss Field to Albee Beach and back to Foss Field.

Chairman Murray opened the public hearing.

Nichole Proulx joined the Board for discussion and stated that this is the second annual event.

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

Ms. Silk questioned if there is a rain date.

Mrs. Proulx replied it is a rain or shine event.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to approve the Governor Wentworth Regional School District to sponsor the Stacy Burns Memorial Walk against Violence Scholarship Fund 5k on October 30, 8:00 AM to Noon on the Bridge Falls Path starting at Foss Field to Albee Beach and back to Foss Field. Marge Webster seconded. Members voted, being none opposed the motion passed.

Bulk Vote

1. *Property Tax Credit/ Exemptions*

Approvals

- I. 8 Lakeview Drive Tax Map 188, Lot 52
- II. 11 Goodrich Road Tax Map 231, Lot 44

Denials

- I. 244 Beach Pond Road Tax Map 113, Lot 3

2. *Notices of Intent to Cut Wood or Timber*

- I. Bennett Road Tax Map 112, Lot 2 & Tax Map 129, Lot 3
- II. Locust Lane & N. Main Tax Map 173-35, Lots 1,2,3 and Tax Map 173, Lot 37
- III. Off North Line Road Tax Map 52, Lot 1

3. *Land Use Change Tax Warrant* **\$821.50**

Ms. Silk stated she would like to remove 11 Goodrich Road from the Bulk Vote and vote on it separately.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to remove the Property Tax Credit/Exemption, 11 Goodrich Road, Tax Map 231, Lot 44 from the Bulk Vote. Marge Webster seconded. Members voted, being none opposed the motion passed.

Member Sarah Silk moved the Wolfeboro Board of Selectmen accept the bulk vote as submitted, excluding the removed item above. Marge Webster seconded. Members voted, being none opposed the motion passed.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the Property Tax Credit/Exemption, 11 Goodrich Road, Tax Map 231, Lot 44 listed in the Bulk Vote. Marge Webster seconded. Members voted, Sarah Silk abstained and being none opposed the motion passed.

New Business

A. Monthly Budget and Expenditures Report

Chairman Murray questioned page eleven, regarding the building maintenance budget.

Rob Houseman replied that they would be using those funds as needed as part of the scope of the project.

Mr. Senecal questioned the front door being left open.

Mr. Houseman replied that it has been left open a few times and they are going to secure it from the inside.

Chairman Murray questioned if he is comfortable with the 75.8% of the budget expended to date.

Mr. Chamberlin replied he is, provided they have no winter surprises. He noted the appointment to set the tax rate is Tuesday.

B. Capital Improvements Program (CIP) Report for 2011

Kathy Barnard, Chairman of the Wolfeboro Planning Board, joined the Board for discussion and stated that the Wolfeboro Planning Board voted unanimously to adopt the CIP report for 2011 for the Board of Selectmen to use as a guide and supports the CIP Committee's recommendation for actions on the following issues:

- The establishment of A Municipal Asset Inventory and Management Plan
- The establishment and funding of Capital Reserve Accounts
- The creation of Municipal Facilities Plan
- Funding of Capital Improvements

In closing she thanked Stacie Jo Pope, representative from the Planning Board, as well as the other members of the CIP Committee for their hard work on this report.

Rob Houseman joined the Board for discussion and reviewed the PowerPoint presentation summarizing the CIP report.

DISCUSSION:

Ms. Webster questioned why the Committee chose to bond the sprinkler system for the Pop Whalen Ice Arena.

Mr. Owen replied that if they use the enterprise fund balance funds for that project it would deplete the fund; by bonding it they would be able to pay for that project over time and not deplete the fund.

Chairman Murray noted that the taxpayers would probably want the users to pay for that project rather than putting the cost on the taxpayer. She commended Mr. Houseman on a well done presentation and noted that the report is later than usual because they wanted to wait for the building maintenance reports. She stated it was a very hardworking group who brought forth what they felt town needed. She stated a lot of buildings are not included in the report, since they need to develop a municipal facility plan.

Mr. Houseman stated the Committee did struggle with the report due to the lack of a comprehensive facilities plan.

C. Perambulation of Town Bounds

Chairman Murray recused herself from discussion noting a conflict of interest, due to the fact her property is affected by the Wolfeboro/New Durham town line.

Mr. Houseman stated that the perambulation of the Wolfeboro/ New Durham town line was brought forth because Cartographic Associates recently updated New Durham's tax maps and have moved the location of the town line. He pointed out Cartographic Associates has also done Wolfeboro's tax maps, which shows a different location for the town line. He explained that since there is a discrepancy of where New Durham has placed the town line and that some of the location of the line is not accessible to walk, he recommends having a survey of the town line and splitting the cost with the Town of New Durham.

Linda Murray spoke as a member of the public explaining that the Town of New Durham has placed the town line going through their home. She noted the same issue came up in the 1980's and they had the property surveyed and both towns agreed upon that survey. She explained the issue is that both towns are taxing their home as a house lot.

Ms. Silk questioned if New Durham has that information from the 1980's.

Mrs. Murray replied that Mr. Murray provided all the necessary documentation.

Mr. Senecal pointed out this does not affect just the Murray property.

Mr. Houseman agreed it affects all the properties along the line and showed such on the GPS mapping. He stated that this is also an issue for the Wolfeboro/ Tuftonboro town line, for which Tuftonboro has requested to split the cost of the survey.

Mr. Senecal questioned if New Durham has agreed to the survey and split the cost.

Mr. Houseman replied he would propose such to them upon agreement from the Board of Selectmen.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to move forward with discussion between Wolfeboro and New Durham for having a survey of the town line rather than perambulation. Chuck Storm seconded.

DISCUSSION:

Mr. Owen suggested that they consider authorizing the funds to come from the Board of Selectmen's miscellaneous operating expense budget in the amount of \$3,500 for splitting the cost with both Tuftonboro and New Durham.

Ms. Silk expressed her concern of the service that Tuftonboro chose.

Dave Senecal amended the motion to authorize up to \$3,500 to be expended for surveys from the Board of Selectmen's miscellaneous operating expense account. Members voted (Linda Murray did not vote on this motion), being none opposed the motion passed.

Chairman Murray rejoined the Board.

D. Economic Development Committee re: Phase I Report

Frank Giebutowski, Chairman of the Economic Development Committee, joined the Board for discussion and noted that other members of the committee present are Mary DeVries, Denise Roy-Palmer, Michael Cooper and Tony Triolo. He reviewed the PowerPoint presentation of the Phase 1 Study Report. *(See attached)*

DISCUSSION:

Ms. Silk questioned if they feel there is more Health field industry beyond the Hospital.

Mr. Giebutowski replied yes.

Chairman Murray stated she enjoyed working on this committee this past year and getting a better understanding of their plans.

Mr. Storm questioned if there is anything that sticks out to the committee.

Mr. Giebutowski replied that they have had many discussions on that matter and do agree that it is a tourist town and a great place to be. He noted they are trying to make the commercial sites more available to generate more business.

Ms. Webster stated the town needs to be more user friendly to get businesses to come here.

Mr. Giebutowski replied he agrees and it would be nice to have an Economic Development Director to do that.

Ms. Silk stated page 25 of the Economic Strategic Plan notes Wolfeboro has one of the lowest property taxes in the State and wondered if the Chamber of Commerce could help them advertise that.

Mary DeVries stated that they have an enhanced partnership with the EDC and the Planning and Development Department and is helping to work towards a clear vision of what they want the town to be.

Mr. Storm noted if the banks could provide lending it would stimulate the growth.

Mr. Giebutowski replied that the issue is lending and that the banks are driven by their larger headquarters.

Denise Roy-Palmer stated WEDCO has been busy this year due to the hesitant lending of the banks.

Mr. Senecal found the study to be very good and to the point.

E. Settlement Agreement with US Department of Justice regarding ADA Compliance

Mr. Owen stated that in December of 2006 the town was put on notice by the US Department of Justice for a long list of facilities with ADA violations. He explained that over a four year period they have picked away at that list, and that has resulted in a list of what remains to be done. He explained the agreement has been reviewed by Department Heads and Town Counsel and he is comfortable recommending it for the Board to approve.

Chairman Murray stated she had difficulty identifying the items in the budget and suggested having a report included in the backup showing those areas in the budget.

Mr. Owen agreed such would be a good idea.

F. Revised Welfare Guidelines

Mr. Owen stated that he has received some comments and suggestions for the guidelines from Ms. Webster and suggested tabling the discussion to the next meeting.

Ms. Silk stated she also has some suggestions that she took from Alton's guidelines, such as including a checklist on the front of all forms needed and adding information such as address in the last 12 months, employment phone number and employment address.

Ms. Webster agreed with her suggestions and noted she suggested checking into page 15 regarding vehicle information and adding a form that is provided to the IRS when a tax return is not filed.

Ms. Silk noted that information regarding applying for any other help should also be included on the check list.

The Board agreed to table the discussion to the November 3, 2010 meeting.

G. Notice of No Significant Impact and Notice of Intent to Request Release of Funds for CDBG project

Mr. Owen stated that a notice was published in the Granite State News on September 30, 2010 as required and the only comment received was one petition.

Chairman Murray read the petition received from David Doane and other residents of Wolfeboro. (*See attached*)

Mr. Owen noted that this project was presented as a walkable project with sidewalks to town, but they don't extend all the way.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to authorize the Board's Chairman, Linda T. Murray, to sign the Request for Release of Funds for the Harriman Hill Workforce Housing Project on behalf of the Board. Marge Webster seconded. Members voted and being none opposed the motion passed.

Any Other Business

Ms. Silk stated they held the last Household Hazardous Waste Collection on October 16, 2010 and they did a production for WCTV explaining how to harden latex paint for disposal and True Value Hardware donated 110 packets of hardening crystals to do such, but she noted you can also use other substances such as kitty litter or sand.

Town Manager's Report

Mr. Owen stated the following:

- He attended the ICMA conference and noted there was a lot of emphasis on technology and he shared some of those examples with the Board.
- Repairs to Brewster Memorial Hall have started on the ADA ramp and the roof repairs will start on next Friday.

Committee Reports

Ms. Silk stated she will be attending a meeting for LRHHPF to prepare the budget.

Ms. Webster stated the Library has changed the date of their meeting to Friday, which does not work with her schedule.

Mr. Storm stated the Planning Board started the review process on the sign ordinance with a hope to hold a public hearing next month.

Chairman Murray reported the following:

- The Milfoil Joint Board is working on the daily cost to run the DASH units that will be up and running in the spring.
- The 250th Anniversary Committee is working on the closing ceremony scheduled for November 14, 2010 from 5-7 PM at the Wolfeboro Inn.

Chamber of Commerce

None

Questions from the Public

None.

Questions from the Press

Tom Beeler, Granite State News, stated that the District 4 House Candidates will hold a debate Monday at the Region Vocational Center moderated by Randy Walker.

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

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

The Board re-entered public session at 9:10 PM.

Chairman Murray announced that the Board sealed the minutes of the October 20, 2010 non-public session with a 2/3rd vote as required by law.

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

Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 9:11 PM. Member Sarah Silk seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary