

**Wolfeboro Board of Selectmen
Meeting Minutes - Unapproved
October 28, 2015**

Members present: Chairman Dave Senecal, Vice Chair Brad Harriman, Dave Bowers, Linda Murray and Luke Freudenberg.

Staff present: Town Manager Dave Owen, Finance Director Pete Chamberlin, and Recording Secretary Larissa Mulkern

Chairman Senecal opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A:3

Mr. Owen stated a non-public session is needed under RSA-A:3, II (c) regarding personnel.

Consideration of Minutes

◆ October 13 budget hearing, October 14, 2015 regular meeting, October 19 budget hearing

Approval of the Oct. 14 regular meeting minutes was tabled until Nov. 4.

Mr. Harriman moved the Wolfeboro Board of Selectmen approve the minutes of the October 13 budget meeting as submitted, seconded by Mr. Bowers. All members voted in favor, the motion passed. Mr. Harriman moved the Board approve the Oct. 19 budget meeting minutes as corrected, seconded by Mr. Bowers. All members voted in favor, the motion passed.

Public Input

Limited to 3 minutes per resident, not to exceed 15 minutes total.

Joyce Davis, chair of the Friends of Wolfeboro Town Hall, distributed invitations to the board to the dedication ceremony of the renovated town hall, to be held from 1 to 5 p.m. on Saturday, Nov. 7. She expressed an invitation to the community to attend. She also asked if the board would accept public input during discussion of revisions to the town's alcohol on town property policies, and was told it would.

Public Hearings

Temporary Event Permits

A. Christmas in Wolfeboro

Chairman Senecal opened the public hearing.

Mary DeVries, Executive Director of the Wolfeboro Area Chamber of Commerce, announced Christmas in Wolfeboro from Nov. 28 to Dec. 24. The annual Christmas parade

will be held on Saturday, Nov. 28 at 3 p.m., with a tree lighting following. Santa will be on hand to light the Christmas tree after in Santa's shack. The annual Christmas Breakfast with Santa will be held on Dec. 12 from 8 to 11 a.m. at the Wolfeboro Inn. Children who bring a new toy donation will be served at no cost. The event's volunteer director and leader of the marketing group, Cecile Chase, also spoke and invited the town employees (and buildings) to participate in stepping up the Christmas lights and decorations this year as a town-wide effort. She would like Wolfeboro to be the best lit and decorated town in New Hampshire. The newly renovated town hall will be the centerpiece of the town. The aim is to see Wolfeboro from space! After the Christmas tree is lit, the businesses will turn their lights on for the season, she said. Organizers will provide event posters to town hall.

Being no others to speak for or against the request, Dave Senecal closed the public hearing.

Mr. Bowers moved, and Mrs. Murray seconded the motion to approve the Temporary Event Permit to the Wolfeboro Area Chamber of Commerce to hold Christmas in Wolfeboro from Nov. 28 to Dec. 24, 2015 at Main and Center Street, Railroad and Central Avenue, and Cate and Town Park. Members voted and being all in favor the motion passed.

Bulk Vote

A. Weekly Manifests:

- i. Manifest dated October 23, 2015
- ii. Manifest dated October 30, 2015

B. Notice of Intent to Cut Wood or Timber: approval

- iii. Tax Map 255, Lot 4, New Garden Road
- iv. Tax Map 146, Lot 15, Trotting Track Road
- v. Tax Map 147, Lot 4, Trotting Track Road

C. Voucher to Trustees of Trust Funds - \$172,965 from Fire Truck & Apparatus Capital Reserve Fund

D. Raffle Permit – Play for Pink (Kingswood Golf Course)

Mrs. Murray made a motion, seconded by Mr. Freudenberg, to approve the Bulk vote items as listed approve A-D. Members voted and being all in favor, the motion passed.

Appointments

Zoning Board of Adjustment – alternate appointment

Mr. Owen said Susan Rasor, who could not attend this evening, has been recommended to serve as ZBA alternate member, as recommended by ZBA member Mike Hodder who works with Rasor on the board of the Wolfeboro Public Library trustees.

Mr. Harriman made a motion, seconded by Mr. Bowers, to appoint Susan Rasor as an Alternate Member of the Zoning Board of Adjustment for a term through April 2018. Members voted and there being none opposed the motion passed.

New Business

A. Monthly Budget Expenditures and Revenue Report

Finance Director Peter Chamberlin updated the Board on expenses and revenues as of September 30, 2015. The expense report, presented in the Board meeting packet, reflects the format requested by the Board. In summary, the percentages expended to date is: General Fund, 71 percent, Water Fund 82 percent, Electric Fund 69 percent, Sewer Fund 83 percent and Pop Whalen Fund 62 percent for an overall expended-to-date of 72 percent. Chamberlin noted that the town received a \$150,000 grant and it was included in the tax rate calculation to lower the tax rate. Mrs. Murray added that between the Friends of Wolfeboro Town Hall and the Friends of Abenaki Lodge, the town has received more than a million dollars in donations.

B. Proposed Revisions to Discretionary Preservation Easement Deed:

Property owner unable to attend tonight. Item postponed to next Board of Selectmen meeting.

C. Acceptance of Waterlines and Appurtenances (including fire hydrants) and an Easement for the Waterlines at the Harriman Hill housing development.

Kathy Barnard, chair of the Eastern Lakes Region Housing Coalition, appeared on behalf of the request to accept the easement for the waterline and appurtenances. Both Department of Public Works Director Dave Ford and Town Counsel Mark Puffer reviewed the proposal. The Board had previously accepted the roadway known as Beck Drive up to the dwelling units. All the work has been done in conformance with Town standards. Mr. Harriman noted that town counsel recommended the easement extend 20 feet, not 15 feet as noted in the draft motion.

Mrs. Murray moved to accept the amended motion, seconded by Chair Senecal: To accept the 8" cement-lined ductile iron water main and fire hydrants located within a 20-foot easement along the private portion of Beck Drive and Clement Court at the Harriman Hill Workforce Housing Development, and to approve and sign the Water Line Easement Deed for access to maintain, and repair such water line and appurtenances. Members voted and there being none opposed, the motion passed.

D. Amendment to the Great Hall Use Policy

Mr. Owen stated after the Board had, at the Oct. 14 meeting, voted to amend Town Code Chapter 5, the Great Hall use policy required amending to provide language to allow alcohol (beer and alcohol) during certain events hosted by nonprofit groups. Mrs. Murray said she had reviewed some policy drafts from the

Friends of Town Hall; one section noted that alcohol should not be consumed during hours when Town Hall is open to the public.

Mrs. Murray moved the motion, seconded by Mr. Freudenberg, as follows: To amend the Great Hall Use policy's Requirements & Restrictions section Number 5, so that it reads as follows: 5. Alcoholic Beverages – not permitted, except as per Wolfeboro Town Code Chapter 5. However, in no cases shall alcoholic beverages be provided or consumed in the Great Hall during hours that the town offices are open to the public. The board voted and there being none opposed, the motion passed.

E. Further Proposed Revisions to Town Code Chapter 5 – Alcoholic Beverages

In addition, Mrs. Murray also investigated, with the different groups wanting to use the town hall, that a license may only be required for the Great Room, Abenaki Lodge and Libby Museum, requiring the entity to acquire liability insurance naming the town as co-insured. Also, it was suggested to reduce the cost of the use license from \$200 to \$100 or even lower, to \$50. Mrs. Murray added that another way to make it easier for nonprofit groups to use the facilities was to reduce the 14-day advance notice to 7 days.

Joyce Davis, on behalf of the Friends of Wolfeboro Town Hall, said the group would support and encourage a policy that makes it easier for responsible nonprofit groups to host bring your own alcoholic (beer or wine) beverages to events, or to not charge a fee to groups who would not sell alcohol at the event. She added the ordinance as written is cost prohibitive, charging \$200 for the permit.

Mr. Owen added the use application is modeled after the temporary event permit that notifies departments such as police, fire, parks and recreation, etc., as well as the Board of Selectmen on upcoming community events.

Friends of Wolfeboro Town Hall member Anne Blodgett, a licensed insurance broker, added that the Great Hall is a wonderful venue that donors would like to see used by nonprofit groups. She added that the correct term is "additional insured," not co-insured. She supported efforts to streamline the use application permit.

Donna Santino of the Lakes Region Newcomers Club, a 501(c)3 nonprofit group, said the club hosts events where alcohol and dinner is served. The age ranges from 55 to 75 year olds, and never have they had a problem. She said the group will seek to hold an event in January at the Great Hall; the event is more of a social event than fundraiser.

Bill Swaffield of the Friends of Abenaki Lodge agreed with the others who supported a lower use cost for nonprofits. He suggested dropping the use fee to \$50.

Mr. Owen said the fee is intended to offset administrative and cleanup costs.

Roger Murray agreed with prior speakers, and suggested the board charge no fee for bring your own beverage events. He questioned the need for a public hearing.

Chair Senecal noted that most applicants for permits come before the board where they are given free publicity through the Wolfeboro Community Television broadcast. It's a way to funnel that information to the public and he thought it worked pretty well.

Mrs. Murray agreed to continue working on the policy and return to the board with an updated draft.

F. Public Hearings – budgets for 2016

Conservation Commission – no changes

Town Manager's Report

Mr. Owen reported the following:

- The Town Hall Open House will be held Nov. 7, Saturday
- The town employees' holiday party will be held Dec. 11, Friday at 6:30 p.m. at the Great Hall at town hall, with a benefactor assisting in covering the cost of the party. Mr. Owen stated the town will be the first use applicant.
- The New Hampshire Preservation Alliance has named the Pickering House to its "Seven to Save" list during their event on Oct. 21 in Concord.
- The board needs to find a new recording secretary as Larissa Mulkern is stepping down due to other obligations. She will continue recording the Economic Development Committee meeting minutes and may be available on a fill-in basis.

Committee Reports

Mrs. Murray attended the Town Hall Construction meeting and the Public Restrooms Committee, to be chaired by Kathy Barnard. Mr. Bowers has been taking pictures of construction of the new Abenaki Lodge and the renovated Town Hall. Mr. Harriman attended a planning board meeting.

Questions from the Press

None.

There being no other business before the public, Chair Senecal moved a motion to enter into non-public session at 7:26 p.m., seconded by Mr. Harriman.

Respectfully submitted,
Larissa Mulkern
Recording Secretary