

Wolfeboro Board of Selectmen
Public Meeting Minutes-Approved
April 4, 2018

Members present: Vice Chairman Linda Murray, Brad Harriman, Dave Bowers, Paul O'Brien and Dave Senecal

Staff present: Town Manager David W. Owen, Captain Mark Livie and Recording Secretary Michele Chamberlain

Vice Chairman Murray opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A:3, II

Mr. Owen stated a non-public session is needed to discuss real estate and personnel.

Consideration of Minutes

Vice Chairman Murray asked for approval from the Board of the March 14, 2018 Special Meeting Minutes.

It was moved by Dave Bowers and seconded by Brad Harriman to accept the minutes of March 14, 2018 as written. Paul O'Brien abstained. Members voted and being none opposed, the motion passed.

Vice Chairman Murray asked for approval from the Board of the March 16, 2018 Special Meeting Minutes.

It was moved by Dave Bowers and seconded by Brad Harriman to accept the minutes of March 16, 2018 as written. Paul O'Brien abstained. Members voted and being none opposed, the motion passed.

Vice Chairman Murray asked for approval from the Board of the March 21, 2018 Regular Meeting Minutes.

It was moved by Brad Harriman and seconded by Paul O'Brien to accept the minutes of March 21, 2018 with amendments to pages 13 and 14. Dave Senecal abstained. Members voted and being none opposed, the motion passed.

Vice Chairman Murray asked for approval from the Board of the March 23, 2018 Special Meeting Minutes.

It was moved by Paul O'Brien and seconded by Dave Bowers to accept the minutes of March 23, 2018 as written. Members voted and being none opposed, the motion passed.

Vice Chairman Murray asked for approval from the Board of the March 28, 2018 Special Meeting Minutes.

It was moved by Brad Harriman and seconded by Paul O'Brien to accept the minutes of March 28, 2018 as written. Members voted and being none opposed, the motion passed.

Re-Organization of the Board of Selectmen

A. Election of Chairman

It was moved by Dave Bowers and seconded by Dave Senecal to nominate Linda Murray as the chairperson for the coming year. Members voted and being none opposed, the motion passed.

B. Election of Vice Chairman

It was moved by Linda Murray and seconded by Brad Harriman to nominate Dave Senecal as the vice chairperson for the coming year. Members voted and being none opposed, the motion passed.

C. Assignment of Selectmen to Town Boards and Committees

The Board assigned the following Selectmen to the Town Boards and Committees:

Agricultural Commission	Dave Senecal
Budget Committee	Paul O'Brien
Carrol County Transportation	Dave Senecal
Chamber of Commerce	Linda Murray
CIP Committee	Linda Murray
CIP Committee Alternate	Paul O'Brien
Conservation Commission Liaison	Dave Senecal
EDC	Dave Bowers
EDC Alternate	Linda Murray
Emergency Operations Planning Committee	Dave Senecal
Emergency Committee Alternate	Linda Murray
Fisherville Committee	Linda Murray
Fisherville Committee	Brad Harriman
Friends of Abenaki	Dave Senecal
Friends of Abenaki Alternate	Linda Murray
Friends of Libby Museum	Brad Harriman
Friends of Wolfeboro Town Hall	Linda Murray
Hazard Mitigation	Brad Harriman
Libby Museum Trustees	All Members
Library	Dave Bowers
Library Liaison	Brad Harriman
Milfoil Control Committee	Linda Murray

Milfoil Joint Board
Negotiations Committee
Planning Board
Planning Board Alternate
Police Commission Liaison
Wolfeboro Community TV
Wolfeboro Historical Society
Wolfeboro Historical Society Alternate
Heritage Commission

Linda Murray
Dave Senecal
Brad Harriman
Paul O'Brien
Paul O'Brien
Brad Harriman
Dave Senecal
Dave Bowers
Dave Bowers

D. Consideration of the Board of Selectmen's Rules of Procedure

It was moved by Dave Senecal and seconded by Paul O'Brien to ratify the Board of Selectmen's current Rules of Procedure for the coming year. Members voted and being none opposed, the motion passed.

Ms. Mraz, Resident of New Durham, a member of the audience asked for a copy of the Board of Selectmen's Rules of Procedure.

Mr. Bowers gave Ms. Mraz his copy.

Bulk Vote

A. Weekly Manifests

March 30, 2018
April 6, 2018

B. Property Tax Abatements/Refunds

Approval:

- | | | |
|-------|-----------------------------|-------------------------|
| i. | Abatement/Refund #35 (2017) | Tax Map 133, Lot 20-CW1 |
| ii. | Abatement/Refund #36 (2017) | Tax Map 200, Lot 17 |
| iii. | Abatement/Refund #37 (2017) | Tax Map 130, Lot 31 |
| iv. | Abatement/Refund #23 (2017) | Tax Map 232, Lot 7 |
| v. | Abatement/Refund #33 (2016) | Tax Map 277, Lot 7 |
| vi. | Abatement/Refund #27 (2017) | Tax Map 277, Lot 7 |
| vii. | Abatement/Refund #33 (2016) | Tax Map 277, Lot 8 |
| viii. | Abatement/Refund #27 (2017) | Tax Map 277, Lot 8 |
| ix. | Abatement/Refund #33 (2016) | Tax Map 277, Lot 9 |
| x. | Abatement/Refund #27 (2017) | Tax Map 277, Lot 9 |

xi.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 10
xii.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 10
xiii.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 11
xiv.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 11
xv.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 13
xvi.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 13
xvii.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 15
xviii.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 16
xix.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 16
xx.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 17
xxi.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 17
xxii.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 18
xxiii.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 18
xxiv.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 19
xxv.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 19
xxvi.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 20
xxvii.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 20
xxviii.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 21
xxix.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 21
xxx.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 23
xxxi.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 23
xxxii.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 24
xxxiii.	Abatement/Refund #27 (2017)	Tax Map 277, Lot 24
xxxiv.	Abatement/Refund #33 (2016)	Tax Map 277, Lot 25

xxxv. Abatement/Refund #27 (2017) Tax Map 277, Lot 25

C. Property Tax Credits/Exemptions Approvals:

- i. 135 Beach Pond Road Tax Map 130, Lot 29
- ii. 56 Pine Street Tax Map 218, Lot 40
- iii. 580 Gov. Wentworth Highway Tax Map 181, Lot 1

D. Notices of Intent to Cut Wood or Timber

- i. Route 109A Tax Map 96, Lot 13-1
- ii. Trotting Track Road Tax Map 146, Lot 15
- iii. Waumbeck Road Tax Map 159, Lot 21

E. Current Use Application

- i. Cowper Road Tax Map 60, Lot 1 and
Tax Map 70, Lot 2

Mr. Bowers questioned why these lots became unbuildable.

Ms. Murray stated the zoning changed.

Mr. Owen stated the zoning changed and some of these lots are partially in Alton. It is an undevelopable subdivision because of the changes in zoning over the years.

It was moved by Dave Bowers and seconded by Brad Harriman to approve the Bulk Vote items listed on the agenda in A through E above. Members voted and being none opposed, the motion passed.

New Business

A. Arbor Day Proclamation 2018

Linda Murray read the Arbor Day Proclamation 2018. (See attached sheet)

It was moved by Dave Senecal and seconded by Paul O'Brien to approve and sign the Arbor Day Proclamation 2018. Members voted and being none opposed, the motion passed.

B. Rural and Scenic Roads Report

Brad Harriman read the report. (See attached sheet)

Mr. Harriman stated the Committee would like the Board to use this policy as a guideline for the highway department. He thanked the members: Ben Ladd, Roger Murray, Claude Roessiger, Blair Moody, Paul O'Brien and Brad Harriman and staff members: Dave Owen, Scott Pike and Terry Tavares for their assistance.

It was moved by Dave Senecal and seconded by Paul O'Brien to accept the Rural and Scenic Roads Committee Report. Members voted and being none opposed, the motion passed.

C. Vacancies on Town Board and Committees

Mr. Owen reviewed the status of the various boards and committees. He stated the Milfoil Committee needs members. There has been one applicant. The Wolfeboro Energy Committee also needs some applicants.

Mr. Owen felt there may not be a need to make new appointments for The Pathways Committee since they have not met in a while.

Mr. Owen stated Pete Chamberlin is working on recruiting someone for the Information Systems Advisory Committee.

The Fisherville Committee is in need of more participants.

Paul O'Brien questioned if there were five positions for the EDC.

Ms. Murray stated yes, we need one more member.

Ms. Murray stated when we look at the ZBA there are two alternates now that wish to be full time members so we may need to look at full time members and alternates.

Mr. Owen stated Bill Petersen has applied to become a full member of the EDC. He is currently an alternate member.

Ms. Murray stated we need some members for the Heritage Commission as well.

Mr. Owen stated we have one opening.

Ms. Murray stated it would be helpful to the Town to have these committees filled. It is a good way for people to become involved in the community. We are hoping that some other people will come forward to assign up for these committees.

Mr. Senecal asked for clarification of the Zoning Board of Adjustment. He stated there are 2 members for 3 years and there are four members that are applying. He questioned if the members that are currently on the Board would stay on until there is an election next year.

Mr. Owen stated that is correct. He stated in the Board's next packet there will be an explanation from Mark Puffer explaining the procedure. The Board will still need to make appointments to the ZBA for this current year and the next year. There will not be a fully elected ZBA until 2020.

Old Business

None

Other Business

Mr. Senecal stated there was a letter from Todd Haywood in our packets tonight pertaining to the ownership of the small rust pond access point near Rt. 28. Mr. Senecal stated the person that has a dock there does not own that property and he would like to consult with Town Counsel. He felt the Board needed to take a stand about that particular property. He felt the Town needed to make the person aware that the Town owns property, it was not their property, and the dock needed to be removed.

Ms. Murray asked for more clarification about the paragraph "The Assessing Office is receiving the annual filings for the exempt properties for religious and charitable purposes. I will take a close look at who is receiving the exemption and verify if they meet the criteria. As you know the mere fact that an organization has obtained "tax exempt status" as an IRS 501 c3 does not alone qualify it for property tax exemption. This is a common misconception."

Linda Murray read the following to the Board:

After learning that Dave Ford scheduled a meeting with the Tuftonboro Selectmen I asked Dave Owen if it was okay for me to go. On April 2, I attended with Dave Ford a meeting with the Tuftonboro Selectmen. Mr. Ford provided the Tuftonboro Selectmen with a memo dated 4/2/2018 labeled Wolfeboro Rapid Infiltration Basins (RIB) project status report and spoke to the timeline of steps the Town of Wolfeboro took to address the unexpected issues at the RIB site in order to answer the many questions asked by Tuftonboro Selectman Chip Albee at the Wolfeboro Board of Selectmen meeting on March 21st. I would characterize our meeting as an exchange of information with an underlying tone accusing Wolfeboro of not providing Tuftonboro with all the information regarding the RIB site and excluding Tuftonboro from being involved in the process. The majority of the Selectmen were pleasant and valued the positive relationship between the two Towns but said very little. In my opinion, one Selectman had formed his ideas about what happened at the RIB site and his opinion on lack of communication between the Town of Wolfeboro and the Town of Tuftonboro without a good understanding of the process or history. It seemed to me that one Selectman could not understand Wolfeboro's need to fix the unexpected issues that occurred on the land in Tuftonboro and to maintain the area in the future. To him Wolfeboro was taking Tuftonboro land to expand Wolfeboro's effluent disposal site and even suggested again that Wolfeboro was changing the Town line but backed away from that statement when challenged. The western groundwater discharge area was shown on the 2007 RIB map. The western groundwater discharge area is in Tuftonboro and owned by the Whitten Trust and the Whitten Trust knows that the effluent was going to be discharged to that area. I am quoting from Dave Ford's memo to the Tuftonboro Board of Selectmen "In April and June of 2009 the RIB site experienced "unexpected issues" in the form of groundwater breakouts, sink holes and erosions. The Town took proactive measures: performed detailed steps to mitigate the impacts." The Town of Wolfeboro believes it is its responsibility to repair the 6 acres in Tuftonboro and to maintain the area going forward. The Town first wanted to lease the 6 acres but the Whitten Trust wanted a purchase. The Tuftonboro Conservation Commission seemed to be satisfied with the information and communication from

Dave Ford. Larry Gill and Steve Wingate from the Tuftonboro Conservation Commission spoke favorably about Dave Ford's communication with the Conservation Commission and the steps the Town has taken. Mr. Gill spoke about the importance of the Town of Wolfeboro doing a study regarding pharmaceutical and personal care products in the aquatic environment to provide a background measure. After Mr. Gill explained the importance of this study, I am in support of the Town performing a Pharmaceuticals and Personal Care Product in the aquatic environment study. I had Dave Owen send to the Board a sheet with talking points regarding this study and a draft of a Wolfeboro proposal for pharmaceutical and personal care products study. I believe the Board of Selectmen should in the near future have Mr. Ford present to the Board the merits of Pharmaceuticals and Personal Care Product in the aquatic environment study to the Board.

Linda Murray stated the Best Management practices that we have been doing are watershed plans, installing catch basins to collect sand so phosphorus does not flow in the Town's streams and lakes and addressing Milfoil.

Mr. Bowers stated two Tuftonboro residents told him that Mr. Albee was not completely familiar with what was going on. Mr. Bowers suggested writing something up explaining in simple English the procedures.

Town Manager's Report

Mr. Owen stated the following:

The Police Chief and he went to the State House to testify on Senator Bradley's 569 Bill. This bill is about animal cruelty which stems from the event that we had in Town with the 84 Great Danes. We testified before the House Agricultural and Environment Committee. Mr. Owen stated he hoped the House would be as supportive of the bill as the Senate has been.

The Town Auditors have completed their field work. The goal is to try to get the Audit Report presented to the Board before the end of June so it can be done while Pete Chamberlin is still here.

The two full time administrative assistants' positions have been filled.

The Josiah W. Brown trust has always been administrated out of the Suffolk County of Massachusetts court because that was where Mr. Brown died but the trust is in the process of being transferred to the Carrol County Probate Court.

The Town of Moultonborough will have the next regional meeting for Select Board members next Tuesday, April 10th. He asked if any members were able to attend that meeting.

Ms. Murray asked the time.

Mr. Owen stated 6:30 PM at the Moultonborough Town Hall.

Mr. O'Brien asked what was covered on the agenda.

Ms. Mraz asked if she could have a meeting with the Board of Selectmen that was longer than 3 minutes.

Mr. Bowers stated she needed to ask Mr. Owen to put it on the agenda for a future meeting.

Ms. Murray stated she needed to write a proposal so the Board could look at it before she meets with them. She stated she needs to ask for an appointment and there is no time limit on an appointment.

Mr. Bowers asked what her concerns were.

Ms. Mraz stated "it was up in the air". There could be a lot of things or just one thing. It involves the Copple Crown Village District that is in New Durham. She is interested in trying to get them on the list of Towns that are included as residents for Parks and Recreation programs. She asked for the steps that she needed to do to get this accomplished.

Mr. Bowers stated the Town has an arrangement with Tuftonboro and he suggested checking with them.

Ms. Murray stated she can sign up for any of the Parks and Recreation programs right now as a non-resident. She stated the way the other Towns were allowed to sign up as residents as their Town Officials put in their budget a set amount to be paid to Wolfeboro to help pay for the Parks and Recreation Department. Ms. Murray stated the first step she needs to take is to see if the officials in her Town were willing to do that.

Ms. Mraz asked if they could barter the price since Copple Crown Village District was not part of New Durham but just attached to it.

Ms. Murray stated you are a New Durham resident because you pay New Durham taxes. It would not be just for your district it would be for anyone in New Durham to take part as a resident after the resident amount had been paid.

Ms. Mraz stated okay.

Ms. Mraz asked for the Board of Selectmen's contact information such as emails and phone numbers. She stated she contacted Mr. Owen and he would not provide the information.

Mr. Bowers stated it is on the Town website.

Ms. Mraz stated it was not there.

Mr. Bowers offered his email address.

Ms. Murray stated the best way to get in contact with the Board is to send an email to Dave Owen, the Town Manager and ask him to forward the email to the Board.

Ms. Mraz asked if it was unlawful for him to ignore the email.

Ms. Murray stated Mr. Owen will email it to them.

Ms. Mraz asked if the Town budget was public record and for a copy of it.

Mr. Owen stated it is on the Town website.

Ms. Mraz stated fantastic.

Ms. Mraz asked about corruption within the Town and the protocol. She asked if she had to go to the Police Station.

Ms. Murray asked if she was going to file a complaint it would go through the Police Department but if there was a question for the Board she could come to them and address it. Ms. Murray stated Ms. Mraz was welcome to come to a public meeting at any time.

Mr. Bowers stated we are changing our Town Manager in a month and a half and there will be a new lady.

Ms. Mraz asked her name.

Ms. Murray stated we have not announced that information yet.

Ms. Mraz thanked the Board and stated she would be at their next meeting.

Ms. Murray stated the Lake Wentworth Watershed Association Workshop is tomorrow from 5:00 PM to 7:00 PM at the Town Hall in the Great Hall. The Parks and Recreation Department's Spring/Summer Brochure is available at the Town Hall and the library.

It was moved by Dave Senecal and seconded by Paul O'Brien to enter into non-public session under RSA 91:3 II (e) to discuss real estate and personnel. Roll call vote, Chairman Murray – yes, Brad Harriman – yes, Dave Senecal – yes, Dave Bowers – yes and Paul O'Brien – yes. Being none opposed, the motion passed.

The Board re-entered public session at 8:36 PM.

Dave Senecal moved the Wolfeboro Board of Selectmen to seal the minutes of the April 4, 2018 non-public meeting. Brad Harriman seconded. Roll call vote, Chairman Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Paul O'Brien – yes and Brad Harriman – yes. Being none opposed, the motion passed.

It was moved by Dave Senecal and seconded by Brad Harriman to adjourn at 8:37 PM. Members voted and being none opposed, the motion passed.

Respectfully Submitted,
Michele Chamberlain

Rural and Scenic Roads Committee

Report to Wolfeboro Board of Selectmen

The Ad-Hoc Rural and Scenic Roads Committee, over a series of meetings, has developed a policy for achieving a high standard of maintenance for the Rural and Scenic Roads in Wolfeboro. Outlined below are our suggestions for your consideration.

Mission Statement: to "Develop a vision, protocol and schedule for the maintenance and improvement of Wolfeboro's rural roads with, consideration for and attention to their traditional character and appearance, with respect to budget and constraints or recommendations for investments".

Procedure: Assess the condition of travel way, ditch lines, banks and drainage structures. Identify the maintenance needs of the individual roads and develop a plan.

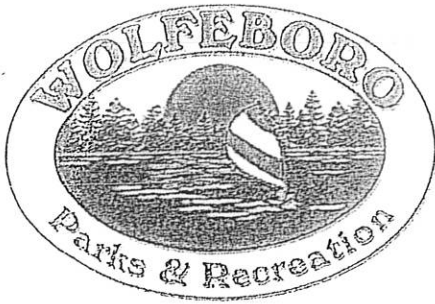
Maintenance Policies:

1. **Grading:** Grade annually, or more often as needed in certain areas, maintaining the existing travel width, creating a crown in the road and then rolling with vibratory roller.
2. **Ditches:** Annually clean the ditch lines of debris (leaves, winter sand, etc.) to maintain proper drainage, keeping in mind the roadside and neighborhood appearances.
3. **Culverts and Structures:** As an ongoing task, inspect culvert inlets and outfalls, catch basins and drain turnouts. Clean out debris as needed to maintain open flow of water.
4. **Dust Control:** Continually monitor and apply dust control material to minimize dust from the traffic on the gravel roads.
5. **BMP's:** Utilize "Best Management Practices" in all aspects of maintaining the road system.

Employee Training: Continue to support the training of the employees thru the T-Squared program.

Funding: Evaluate, on an annual basis, future funding needs for maintaining the rural and scenic roads.

Stakeholder Involvement: For the smaller maintenance repairs, notify the neighborhood with door knockers, signage or by voice, of when and what type of work will be performed in their neighborhood. For larger projects, schedule a stakeholder meeting where the residents of the neighborhood can be informed of the work to be done and have an opportunity to ask questions, or make comments.



Arbor Day Proclamation 2018

Whereas, In 1872, Julius Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday called Arbor Day was first celebrated in the State of Nebraska on April 10, 1872. More than a million trees were planted throughout the state and Arbor Day is now celebrated throughout the nation and the world, and

Whereas, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs when planted correctly around our homes, moderate the outdoor temperature, clean the air, consume carbon dioxide and produce oxygen, provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our town increase property values, enhance the economic vitality of business areas and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, Wolfeboro has been recognized as a Tree City USA by the National Arbor Day Foundation for 36 consecutive years and desires to continue its tree planting practices, and

Whereas, the Wolfeboro Parks and Recreation Department, Tree Warden Kirk Titus and the Crescent Lake School 5th Grade Class are hosting an Arbor Day tree planting event at Foss Field at 10am on May 4th,

Whereas trees for planting have been donated by Bartlett Tree and Wolfeboro Parks and Recreation,

Therefore, We the Board of Selectmen of Wolfeboro, New Hampshire do hereby proclaim May 4, 2018 as Arbor Day in the Town of Wolfeboro, New Hampshire, and urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

Further, we urge all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

Dated this ^{April 4th} March-20th of 2018.

Paul O'Brien

Brad Harriman

Dave Senecal

Dave Bowers

Linda Murray