

Wolfeboro Board of Selectmen
Public Meeting Minutes-Approved
September 5, 2018

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

Staff present: Town Manager Becky Merrow, Police Chief Dean Rondeau, Police Captain Mark Livie, Deputy Fire Chief Tom Zotti, Finance Director Deb Zabkar, Planning Director Matt Sullivan, Public Works Director Dave Ford and Recording Secretary Michele Chamberlain

Chairman Murray opened the meeting at 6:30 PM.

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

Ms. Merrow stated a non-public session is needed to discuss litigation. Mr. Senecal stated he would like to discuss union negotiations.

Consideration of Minutes

Chairman Murray asked for approval from the Board of the August 15, 2018 Regular Meeting Minutes.

It was moved by Brad Harriman and seconded by Dave Senecal to accept the minutes of August 15, 2018 as written. Dave Bowers abstained. Members voted and being none opposed, the motion passed.

Public Hearings

A. Whitten Neck Bridge Jumping Prohibited.

Chairman Murray read the Public Hearing Notice as follows:

The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, September 5, 2018 at 6:35 PM at the Wolfeboro Town Hall, Great Hall, 84 South Main Street, Wolfeboro, NH for the purpose of hearing public comment on the proposed amendment to the Code of Wolfeboro, Chapter 112 entitled Peace and Good Order. To replace 112-3 with the following:

No person shall bathe in said area from the causeway bridge on Whitten Neck Road or dive off said docks or said bridge. Further, no person shall jump, dive, slide, or enter the channel by any means, from the channel area. The channel area shall be defined as the area within ten (10) feet in any direction from said Bridge, its abutments, supports, and foundations. Swimming or bathing in, or jumping or diving into, the channel area is prohibited. Any entrance into the water is prohibited by jumping, diving, falling or otherwise entering the water within the channel from any part of the Bridge. Any violation of this ordinance shall be a violation level offense and shall be punishable by

finances and other criminal or administrative actions, as follows: First offense: \$100 dollars; second offense: \$200 dollars; and third and subsequent offenses: \$500 dollars. The third or any subsequent offense shall also subject the offending party to criminal charges. Fines may be imposed on any person 12 years and older, and/or upon a parent, legal guardian, or supervising adult of a minor of any age. This ordinance may be enforced by any sworn Peace Officer in the State of New Hampshire.

If there is anyone with a disability needing any modification and/or auxiliary aid to access the meeting, please notify Anne Marble, Administrative Assistant at 569-8161 at least 72 hours prior to the meeting date.

Public Hearing Ad Granite State News Issue of August 16, 2018

Posted	Wolfeboro Town Library	August 17, 2018
	Wolfeboro Town Hall	August 17, 2018
	Website	August 17, 2018

Dean Rondeau, Police Chief, addressed the Board. He stated we are continuing to have problems down at the Whitten Neck Bridge area and last year a citizen was permanently injured when jumpers jumped in front of her boat. She hit her head on the bridge, causing permanent injury.

Chairman Murray opened the public hearing.

Chairman Murray closed the public hearing.

It was moved by Dave Senecal and seconded by Dave Senecal to adopt the new Ordinance on Chapter 112 entitled Peace and Good Order. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests

August 15, 2018
August 22, 2018

B. Gift of \$500 to Last Night – Economic Development Special Events Committee

C. Warrant – Yield Tax Levy Tax Map 96 Lot 13-1 Mary Ann Stockman \$448.32

D. Notice of Intent to Cut Wood or Timber

i. Janet Leone	Tax Map 154, Lot 12
ii. Michael & Carrie Kinzmaier	Tax Map 130, Lot 22 & 23
iii. Kirk & Patricia Titus	Tax Map 130, Lot 21

E. Application for Reimbursement to Towns in Which Federal and State Forest Land is Situated 2018.

F. Approval of Solar Energy Systems Exemption in the amount of \$10,000 reduction of assessed valuation for Tax Map 231 Lost 39 Nancy Hirshberg.

G. Veteran's Tax Credit for Tax Map 189 Lot 6

It was moved by Dave Bowers and seconded by Paul O'Brien to approve the Bulk Vote items A - G. Members voted and being none opposed, the motion passed.

New Business

A. 2018 Elderly Exemption for Tax Map 203 Lot 13

Chairman Murray stated the taxpayer is requesting acceptance of a late application under the "accident mistake and misfortune provisions" of RSA 72:33. She would have qualified for the exemption if it was submitted on time and she is eighty years old. Chairman Murray stated she thought the Board should approve the request.

Brad Harriman stated he felt it was an honest mistake and since she qualifies it should be approved.

It was moved by Brad Harriman and seconded by Dave Senecal to approve the 2018 Elderly Exemption to Tax Map 203, Lot 13. Members voted and being none opposed, the motion passed.

B. BTLA Proposed Settlement Tax Map 228, Lot 5

Chairman Murray stated this is an agreement that our Town Assessor has worked out with the owner of the property. There are two years, 2016 and 2017 involved in the agreement.

It was moved by Dave Senecal and seconded by Paul O'Brien to approve BTLA Settlement for years 2016 and 2017 for Tax Map 228, Lot 5 in the name of Trust of Cindy J. Jenkins. New Assessed Valuation for 2016 is \$1,740,200 and New Assessed Valuation for 2017 is \$1,766,600. Members voted and being none opposed, the motion passed.

C. Appointment of an Alternate Member of the Library Board of Trustees Thomas Madden.

Ms. Merrow stated she spoke with Library Director, Cindy Scott and Mr. Madden has previously serviced on the Library Board so she would highly recommend him.

It was moved by Brad Harriman and seconded by Dave Senecal to approve Thomas Madden as an Alternate Member of the Library Board of Trustees. Members voted and being none opposed, the motion passed.

D. Monthly Budget Expenditures and Revenues Report

Deb Zabkar, Finance Director, addressed the Board. She stated at the end of July we should have spent 58% of our budget at this time and we have spent approximately 58%. The initial percentages expended-to-date as of the end of July 2018 are as follows: the General Fund is at 60%, the Water Fund is at 68%, the Electric Fund is at 51%, the Sewer Fund is at 75%, the Pop Whalen Fund is at 62% and the overall expended-to-date is at 58%. She added some notes to pages that were above the 58% and the reasons that she felt were causing it.

Chairman Murray stated she had a conversation today with Ms. Merrow and Ms. Zabkar about the legal budget and she has concerns with it. They will do an analysis and report back to us at the next meeting. Chairman Murray thanked Ms. Merrow and Ms. Zabkar for their time.

Mr. O'Brien stated he had some questions about energy and the construction operations process. He asked Ms. Zabkar where she thought the Town would finish in total at the end of the year. He asked when do we start looking for ways to save money oppose to just simply being at the percentage we should be at. He suggested looking for ways to tighten up the budget so we could deliver an under budget.

Mr. O'Brien and Ms. Zabkar agreed to meet to discuss.

Ms. Merrow stated we have spent a great deal of time on finances and the use of the software (Muni-Smart) that we have. We spent a great deal of money on that software and we are still tracking certain expenses on Excel instead of using the software for its reconciliation features and to its fullest function. Ms. Merrow stated she believes this should be looked at so she reached out to a professor at the Southern New Hampshire University and located a company that specializes in Muni-Smart. They can assist us on an hourly basis. They are going to come this Thursday. Ms. Merrow asked the Board of Selectmen for funds to cover this training. She stated there is some discretionary funding under the Selectmen's line. She would like to start with a \$3,000.00 purchase order to get the check reconciliation under control since we have been manually reconciling the checkbook which is not best practice.

Chairman Murray agreed that the software should be used to the fullest extent. We are talking about using the miscellaneous budget line that is for \$3,618.27.

Mr. O'Brien questioned if entering the checkbook manually has created an audit issue.

Ms. Merrow stated instead of clicking a button it means 14 hours of work to reconcile the checkbook.

Mr. O'Brien agreed if we can save 14 hours of work then it should be done but his question is whether manually entering spreadsheets is creating an issue when it comes to closing the books at the end of the year. Therefore it is a time issue that we are not using a system that we have bought and paid for already. This is a statement to the Department heads to wean themselves off of using Microsoft and put themselves into using Muni-Smart. He questioned if Ms. Merrow would deal with the management side of things.

Ms. Merrow stated thankfully our treasurer is meticulous so in terms of control measures we are in a good place but we need to have a parallel. We need to reconcile with him monthly and we are several months behind.

Mr. O'Brien stated the good news is that we haven't created any audit problems and the better news is we are going to save some time. We just need to wean ourselves off of an old crutch. He questioned if a few thousand dollars would do it.

Ms. Merrow stated yes.

It was moved by Dave Bowers and seconded by Paul O'Brien to approve appropriating the requested amount of approximately \$3,000.00 for a consultant. Members voted and being none opposed, the motion passed.

E. Media Policy

Chairman Murray stated Elissa Paquette, Representative from the Granite State News, sent an email to her and Ms. Merrow. She passed out a copy of it to the Board of Selectmen.

Ms. Merrow stated in the democratic process and there are probably four arms: the judicial, the legislative, the executive and then there is the press. The press plays a very important function. It is transparency. It is light of day. It is open fair proceedings in the public. Ms. Merrow stated the press is very important to her. We have to understand that employees have a first amendment right to speak on any topic that they wish and even whistle blowing has a place in government. We need to clarify for the employees that when they are expressing a personal opinion that they have to preference whatever they say by saying this is my personal opinion and it may not be held by the Board of Selectmen, the Budget Committee or whatever representative body we are talking about. We can't have any misunderstanding so the Media Policy is meant to clarify that for any employees. It will become part of the Employee Handbook. It is not meant to curb people's access to the media but to clarify the distinction between personal opinion and collective opinion of a body or a board.

Mr. Bowers stated Ms. Paquette made a statement that this focuses narrowly on people that are not used to talking to the people of the media. Ms. Paquette and Mr. Beeler have represented the Granite State News for many years. He felt that Ms. Paquette could write what she liked by using her good judgement and if that failed then we could change it but he did not think that it ever has. We do not want to constrict people from talking to Ms. Paquette because Mr. Bowers felt Ms. Paquette would know what is good for the Town and what is not good for the Town. He stated Ms. Paquette's suggestions should be worked into the Media Policy.

Chairman Murray stated on page 3. The section that states news releases will also be posted to the Town's website seems to be talking about one thing and then we start talking about communication with legal counsel. Chairman Murray suggested having that on a different section or another topic because she felt it was dealing with something different than how we respond to the Media. She stated her understanding as a member of the Board of Selectmen was she can speak as a member of the Board and give the Board's opinion but it is the understanding that it is her opinion of the Board's opinion. She felt she had the right to clarify. She asked Ms. Merrow if this was correct.

Ms. Merrow stated yes similar to a public information officer. We have been having that conversation with the Emergency Management because we have to separate what the PIO might want people to do versus what personal opinion would be.

Mr. Bowers stated the Board of Selectmen have never discussed things with the Media that shouldn't be discussed and he thinks what they are doing is the right thing.

Chairman Murray agreed the public information should go through the Town Manager or the Board of Selectmen. She felt more work should be done on the Media Policy. She made suggestions for placement of bullets and stated there was no section about Elected Officials.

Ms. Merrow stated Elected Officials have almost no protected rights.

Chairman Murray stated it has been the policy that one member of the Board of Selectmen could not call up Town Council.

Ms. Merrow stated okay.

Chairman Murray stated it either has to go through the Town Manager or the Board of Selectmen. One member of the Board of Selectmen cannot act on his own.

Ms. Merrow thanked Chairman Murray for her feedback.

Mr. O'Brien stated there are two conversations here. One is clarity about communicating with the public and he agreed that an elected person is always on the record. The second conversation is what an elected person can do. He felt these needed to be separated. Things that needed to be clarified are: can an elected person call a lawyer or call a meeting. Also, if someone from the media were to talk to one of our front line people that person has neither the insight nor the authorization to speak on those things because they are not clued in. It is important that we clarify in the document who can speak and who can do what.

Chairman Murray stated Ms. Merrow will make another draft that they can review.

F. Public Safety Building and the Possible Need for Further Study

Chairman Murray stated in August the Board was presented with a Feasibility Study on whether the Public Safety Building would fit on the existing lot. It gave us the information on the amount of square footage the different department heads needed. The whole square footage needed by the Police and Fire Departments is 29,400 square feet. The common space needed is 2,768 square feet, the Police Department needs 8,635 square feet, the Fire Department needs 15,584 square feet and building support needs 2,342 square feet which makes up the total 29,400 square feet. The cost came in at \$11,899,000.00. She suggested doing a feasibility study on looking at another way. Whether we divide up the two departments or can we meet the needs in another manner for less cost. She felt if the Board was going to ask the public for about 12 million dollars we should look at more than one option. The project is scheduled for 2022.

Mr. Senecal stated LaVallee did actually what they were asked to do. The report pointed out the need for the Police Department to have a lot more space for them to work. When the cost of \$11 million to \$12 million dollars came back as a price a lot of us were taken back but after the numbers were reviewed it was showing us that we were basically building a new building. There were 3 options and option #3 was chosen. It is a very nice plan and it works for all the departments. Since, we were received the price of \$12 million dollars a lot of us thought that we needed further study on this matter. It might be better to possibility move the Police Department to another location, either to new building or renovate a building that we own (the Electric Building on Lehner Street). The property that Mr. Walgreen owns was suggested on Lehner Street but we were told it was sold. Sanel Auto Parts has closed their store so that location could be looked at as well. We need to look at some of these buildings or other buildings for the Police Department. Mr. Senecal stated he has spoken with Chief Rondeau and he isn't opposed to the idea. Mr. Senecal stated he thought it would be a difficult to get the taxpayers to agree to a \$12 million project. He thought they could work

with LaVallee and see if they had any solutions for recycling some of the buildings that the Town already owns.

Chairman Murray stated we have a Capital Reserve Account that we could use or we could use the 2019 budget.

Mr. O'Brien stated the first question he had was what drove those numbers or caused the numbers to happen. He stated some of these questions were answered with the information that he received from Mr. Senecal but he felt it should be looked at more closely. He felt something needed to happen because the current building wasn't working and we needed a fix. He agreed a further study was needed.

Mr. Senecal stated the information he provided Mr. O'Brien with was from LaVallee when they did the study on how much square footage was needed for the Police Department and the Fire Department. We can take those numbers that we all agree on and use this information. We have the information we need on how much space is needed so now we need to know where we should put it.

Mr. Harriman stated the Feasibility Study that was done provided a lot of good information about the space needs we require and we can build off of that study. He agreed that \$12 million dollars would be a hard sell and that more options needed to be explored. He was in favor of having a further feasibility study completed. He suggested putting the study in as a warrant article for 2019 and not use the Capital Reserve Account.

Mr. Bowers stated Pat Waterman and two other people suggested buying the mansion near the Police Station. He stated the property owners are asking \$600,000.00 and it has been updated with modern facilities. Another person told Mr. Bowers that the property would be good for offices. He felt that the Police Department, Fire Department and the Town Manager could investigate and see if the building holds any attraction for the Town.

Chairman Murray stated she felt all possible sites should be investigated and that they should have 2 or 3 options. She felt if they did their due diligence then their shot at getting something passed by the taxpayers is far greater. Chairman Murray asked if Mr. Senecal could give the rest of the Board the information that he gave Mr. O'Brien. Chairman Murray questioned if the Board wanted to do it as a Capital Outlay. She asked Ms. Merrow to get the Board an estimate of the cost of the study.

Ms. Merrow agreed.

Mr. Senecal suggested getting a cost and plugging it into the regular budget.

The Board agreed.

Dean Rondeau, Police Chief, addressed the Board. He commended Mr. Senecal for looking at different options. He felt it was very smart and wise. The Chief stated that some of the numbers were driven by the fact that the project will be done in 2022 and there is about a 5% inflation cost figured in. If the project was to be completed this year it would be approximately \$9.1 million not \$12 million. Also, the need for secure holding spaces that meet federal standards drives the cost up as well. If the departments are broken up we need to remember about the shared space because this

space will still be needed for each department. He agreed with looking at all the options that were available.

Tom Zotti, Deputy Fire Chief, addressed the Board. He stated he wanted to go on the record saying that he agreed with Chief Rondeau and the Board about looking into the different options. He felt they owed it to the taxpayers to study as many options. He stated the Fire Department and Police Department share some common areas and those space needs will need to be remembered. He stated the Fire Department needs approximately 15,000 square feet and most of that is floor space for the apparatus.

Fern Carrie, Resident of Wolfeboro, addressed the Board. She stated the Town of Farmington last year built a 19,000 square foot property that holds the Fire Department, Police Department and the Ambulance for \$2.36 million. They used insulated concrete forms.

G. Ronald June Bug Furber & Hattie Roads – Set Hearing Date and Next Steps

Dave Ford, Public Works Director, addressed the Board. He stated a group of property owners came to him and asked what it would take to have their road become a Town road. He gave them the same information that he gave to the residents of Stonehedge Drive and Westwood Drive. He reviewed the roads and told the residents it would be a lot of money and if they were serious the first thing they needed to do was talk to the Selectmen. Mr. Ford passed out maps of the property. The property is off of Beach Pond Road and it is a subdivision that was approved in 1997. It was built and finished in 1989 and was approved by Scott Pike that it was up to Town standards at that time. The road is a little complicated because of its geography with 3 dead ends. The dead ends make plowing difficult and more time consuming. The road has failed although it doesn't look too bad. There are a few rocks showing so it looks like it needs to be ground up and have gravel added. The ditches have to be cleaned out, culverts need to be replaced and there may be some wetlands. We did not charge for manpower in the other two projects but going forward this is something that needs to be addressed. There are approximately 66 – 67 Town owned roads and there is about the same amount of private owned roads as well. There were a lot of projects approved in the late 80's and early 90's that are now being built out like this one so he feels there is going to be a continuation of this. Mr. Ford felt the impacts needed to be looked at. There is the impact of building the road and the impact of maintaining the road. He stated this will be a harder road to plow. It will have an impact of the quality of our existing services and at some point we will have to look at adding another plow driver to keep the level of service at where people expect it. In addition, we need to quantify the operation of maintenance costs. This is the third road in the last five years and Mr. Ford suggested having a policy. This will be the biggest road if the Town decides to take the road. Mr. Ford suggested thinking about a policy before setting a date for a public hearing. Also, he questioned if the Town was going to use his estimates and if the Town was going to be doing the construction and the project management.

Chairman Murray stated we need to verify whether the road is up to Town standards.

Mr. Ford stated he had a letter from Kurt Pike.

Chairman Murray questioned if the road met today's standards.

Mr. Ford stated no.

Chairman Murray stated then it will be built into the cost. Is that correct?

Mr. Ford stated he has an estimate but it might need to be looked at a little closer.

Chairman Murray stated that will need to be verified and she questioned if Furber Lane was a private or Town road. If it is a private road it could be an issue.

Mr. Ford stated all the roads are private right now.

Chairman Murray stated then only part of Furber Lane will be a Town road.

Mr. Ford stated that is what the request is for. He agreed it needed to be looked at.

Chairman Murray agreed with Mr. Ford that a discussion was needed about manpower. She asked Mr. Ford if he wanted a consultant to look at the job.

Mr. Ford stated he thought it might be better to have a consultant. This project would be adding to an already full schedule. He felt a policy was needed.

Chairman Murray agreed it would be a good idea to have a consultant.

Mr. Bowers asked if anyone else could do the contract work.

Mr. Ford stated there are two processes. One is the cost to design, permit and build the road.

Mr. Bowers questioned if Mr. Ford could handle three Betterment projects or could he assign it out to someone else.

Mr. Ford stated he is saying that he can not do any more additional work. He stated a policy is needed. We starting doing easy roads and this road would be a lot more complicated. Mr. Ford felt a consultant was needed and the job needed to be bid out.

Mr. Bowers stated inflation needs to be considered.

Mr. Ford stated those are things that need to be planned on but the problem now is that everyone is busy now. The economy is very strong.

Mr. Bowers stated Mr. Ford does a wonderful job and he was fine with whatever Mr. Ford wanted to do.

Mr. Harriman agreed with Mr. Ford. The winter maintenance will take more time and more staff will be needed. Mr. Harriman stated the Betterment projects need to have a policy because it should not be on the taxpayer to support. He agreed to hire a consultant and to bid the work out because it needs to fall back on the property owners of the Betterment Assessment.

Mr. Senecal agreed. The last Betterment Assessments have been very short. We are losing track of the labor and other things are not getting done.

Mr. O'Brien agreed Mr. Ford had too many projects on his plate. There is a tight labor market. He agreed there should be a policy on whether a road is eligible. We are bumping up operating expenses when we do these projects which have an impact on cost and service. Mr. O'Brien stated Mr. Ford has said several times that he is just keeping up so maybe we need to look at stopping new projects.

Mr. Ford agreed.

Chairman Murray asked Mr. Sullivan if our Ordinance required us to take the roads.

Mr. Sullivan stated many communities in New Hampshire not only require subdivisions to be built to a town standard but they have an implied expectation ordinance that the town would take the subdivision road immediately after the fact. Wolfeboro did not do that at the time so as a result we are seeing a lot of subdivision roads that probably should have been taken by the Town at the time when they were built to the Town standards. They are now coming back to us at a point to which the roads conditions are degraded. Since, we were not proactive at the time in taking those roads we are faced with this situation. We have many subdivisions that may come before the Board in the future. There are no expectations for private subdivision roads that are built to Town standards that the Town take the roads.

Chairman Murray stated there is no requirement that we take the roads.

Mr. Sullivan stated no.

Ms. Merrow questioned if there was an association or road owners' association set up in this subdivision.

Mr. Ford stated no.

Ms. Merrow stated it was not a requirement of the Planning Board.

Mr. Ford stated this subdivision does not have a formal association. There is no money and they are looking for guidance. Mr. Ford stated we need to tell them this is a big project and we need to put it on hold until the Town develops a policy about taking over roads of subdivisions.

Chairman Murray stated when the Town approved these subdivisions we put the liability of the future of having to take over these roads and that expense added on to the budget. If the Town does one or two roads then we will have a hard time saying no to the third or fourth road.

Mr. O'Brien stated rules need to be set up.

Chairman Murray agreed.

Fern Carrie, Resident of Ronald Road, addressed the Board. She stated she is one of the few house owners that initiated this request. She moved in this past October and received a bill for plowing

and not 100% of people are paying for plowing. There are 24 lots and two of them are vacant lots. One of the vacant lots is used for access to the pond and the other one is currently being built on. Furber Lane is already paved and a bus stop for the Town but it is privately maintained and there have been some accidents from slide-outs. There is no association in place so there is nothing for us to work with and a lot of work is needed. There are two Police officers that live on our road.

Chairman Murray stated Ms. Merrow and the staff will draft up a policy and then we will discuss.

The Board agreed.

H. Discussion of Chemical Treatment for Milfoil on September 12 for Back Bay

Kathy Barnard, Member of the Milfoil Committee, addressed the Board. She stated the chemical treatment will be done next Wednesday, September 12th. They will be here at 9:30 AM. The abutter notices have been sent and the signs will go up as soon as they arrive.

Chairman Murray stated approval from the Board is required to shut down the dam.

Ms. Barnard stated there will be signs on the bridge to discouraged boats from going into Back Bay that day.

Chairman Murray stated this year we are using a new chemical. It is a liquid opposed to a pellet.

Ms. Barnard stated if the chemical isn't as effective as they are claiming it will be then the Town will get a reduced cost to do another chemical treatment next year.

Chairman Murray stated since it is a liquid we are hoping that it will get to the roots.

It was moved by Dave Bowers and seconded by Brad Harriman to approve shutting down the Crescent Lake Dam on September 11th and re-opening it on September 13th to allow for the chemical treatment of Milfoil for Back Bay. Members voted and being none opposed, the motion passed.

Mr. O'Brien asked if shutting the dam down for 1 to 2 days was adequate treatment time.

Chairman Murray stated yes. This is also the year they are drawing down Lake Wentworth.

Mr. Ford advised residents to take out their boats by the weekend if they are already in shallow water.

It was moved by Chairman Murray and seconded by Paul O'Brien to approve putting a sign on the bridge saying that Back Bay is being chemically treated. Members voted and being none opposed, the motion passed.

Old Business

Chairman Murray stated we need to assign food for our Budget Meetings. The Board discussed and decided on the following:

October 9 – Dave Bowers
October 10 – Paul O’Brien
October 11 – Linda Murray
October 15 – Dave Senecal
October 18 – Brad Harriman
October 24 – Becky Merrow
October 25 (if needed – will be decided later)

Mr. Bowers stated Employee Appreciation Day is Friday, September 14th. The Town offices will be closed so don’t plan to renew your licenses on that day.

Mr. Senecal asked if there was a schedule yet.

Ms. Merrow stated not yet but she requested a purchase order and a schedule today.

Chairman Murray stated the schedule for Employee Appreciation Day will be put on the Town website to notify the public.

Other Business

Mr. O’Brien requested to be an Alternate for the Planning Board. He asked Ms. Merrow for copies of meeting minutes and dates for the CIP Committee so he could attend either as Selectmen Murray’s Alternate or as a citizen.

Committee Reports

Paul O’Brien attended the Master Plan Forum. He has been meeting with the Energy Sub-Committee to get our goals and statement done for the Master Plan. He met with Chairman Murray and some members of the Chamber of Commerce to discuss the Train Station vacancy.

Dave Senecal attended union negotiation meetings with the two unions. They have been very good meetings.

Mr. Harriman attended a Planning Board Meeting with six public hearing although one pulled out in the end. He attended a Wolfeboro Community Television Meeting, the Master Plan Forum, a Tuftonboro Planning Board Meeting and a Friends of Libby Meeting.

Chairman Murray stated Brad Harriman, Dave Senecal, Paul O’Brien and her all attended the Tuftonboro Planning Board Meeting. It only lasted about ten minutes but we were there.

Linda Murray attended the Master Plan Forum and it was very well attended. She attended an EDC Meeting and a CIP Meeting. The Restroom Committee met today and talked about the need for expansion of the restrooms down at the train station. They will pass their recommendations along to the Ad-Hoc Railroad Committee Meeting which she and Mr. O’Brien attended this morning. She wanted to notify the public that the railroad station space will be used when the Library meeting space is closed and that the Chamber September Quarterly Meeting will be held there. The CIP

Committee will be meeting in that space over the next month or so while the library renovations occur. This space can be used for meetings since we have to pay to heat the building anyways.

Mr. Bowers stated he has not attended any Committee Meetings but he continues taking pictures and reviewing the history of the Town roads.

Town Manager's Report

Ms. Merrow stated the following:

We have had very productive union meetings with both groups. We are putting together a budget schedule.

A monthly report will be available on the Town website.

Questions from the Press

None

Public Input

Limited to 3 Minutes per resident, not to exceed 15 minutes in total

None

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

The Board re-entered public session at 9:08 PM.

Employee Evaluations

Chairman Murray stated all employees need to be evaluated by September 30th. She asked to see the goals that the department heads create.

Chairman Murray asked when they were getting their budget books.

Chairman Murray reminded the Board that they needed to stay on the agenda of non-public. She asked the other members to let her know ahead if they had items they wanted to discuss in non-public.

Dave Senecal moved the Wolfeboro Board of Selectmen to seal the minutes of the September 5, 2018 non-public meeting. Paul O'Brien seconded. Roll call vote, Chairman Murray – yes, Dave Senecal – yes, Dave Bowers – yes, Paul O'Brien – yes and Brad Harriman – yes. Being none opposed, the motion passed.

It was moved by Dave Senecal and seconded by Paul O'Brien to adjourn at 9:09 PM. Members voted and being none opposed, the motion passed.

Respectfully Submitted,
Michele Chamberlain