

**Wolfeboro Board of Selectmen
Meeting Minutes
September 21, 2022**

Members present: Chairman Linda Murray, Dave Senecal, Brad Harriman, Luke Freudenberg and Brian Deshaies.

Staff present: Town Manager, James S. Pineo, and Recording Secretary, Amelia Capone-Muccio.

Chairman Senecal opened the meeting at 6:30 PM.

Non-Public Session RSA 91 A: 3 e

Mr. Pineo stated a non-public session is needed under reputation, employment and pending litigation.

1. Consideration of Minutes

July 6, 2022

It was moved by Linda Murray and seconded by Brad Harriman to approve the minutes of July 6, 2022 as amended. Members voted and being none opposed, the motion passed.

July 20, 2022

It was moved by Brad Harriman and seconded by Brian Deshaies to approve the minutes of July 20, 2022 as amended. Members voted, being all in favor the motion passed.

2. Public Hearings

Temporary Event Permit(s)

- i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, September 21, 2022 at approximately 6:30 PM at the Great Hall, Town Hall, 84 South Main Street, Wolfeboro, New Hampshire, for consideration of a Temporary Event Permit for the Wolfeboro Parks and Recreation Department to host the annual Turkey Trot 5k with the Wolfeboro Lions Club on November 19, 2022 from 8:00 AM to 2:00 PM. Permit # 2022-69

Chairman Senecal opened the Public Hearing. He stated this is annual event.

Being no others to speak for or against the permit, Chairman Senecal closed the Public Hearing.

It was moved by Linda Murray and seconded by Brian Deshaies to issue a Temporary Event Permit for the Wolfeboro Parks and Recreation Department to host the annual Turkey Trot 5k

with the Wolfeboro Lions Club on November 19, 2022, from 8:00 AM to 2:00 PM. Permit # 2022-69. Members voted, being none opposed, the motion passed.

ii. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, September 21, 2022 at approximately 6:30 PM at the Great Hall, Town Hall, 84 South Main Street, Wolfeboro, New Hampshire, for consideration of a Temporary Event Permit for the NH Lakes Region Pickleball Club to hold the 9th annual Pickleball Tournament at the pickleball courts, tennis courts, basketball courts and Foss Field Pavilion on September 7-10, 2023 from 5:00 AM to 10:00 PM. Permit # 2023-1

Chairman Senecal opened the Public Hearing.

Brad Harriman noted this is also an annual event.

Being none to speak for or against the permit, Chairman Senecal closed the public hearing.

He noted that since this is a static display the Chief noted a detail is not required.

It was moved by Brad Harriman and seconded by Linda Murray to issue a Temporary Event Permit for the NH Lakes Region Pickleball Club to hold the 9th annual Pickleball Tournament at the pickleball courts, tennis courts, basketball courts and Foss Field Pavilion on September 7-10, 2023 from 5:00 AM to 10:00 PM. Permit # 2023-1. Members voted, being none opposed, the motion passed.

iii. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, September 21, 2022 at approximately 6:30 PM at the Great Hall, Town Hall, 84 South Main Street, Wolfeboro, New Hampshire, for consideration of an “after the fact” Temporary Event Permit for the Wolfeboro Area Children’s Center to host Touch a Truck event at the Nick on September 18, 2022 from 10:00 AM to 2:00 PM. Permit #2022-70.

Chairman Senecal opened the Public Hearing.

Being no one to speak for or against the permit, Chairman Senecal closed the Public Hearing.

It was moved by Luke Freudenberg and seconded by Dave Senecal to issue a Temporary Event Permit for an “after the fact” Temporary Event Permit for the Wolfeboro Area Children’s Center to host Touch a Truck event at the Nick on September 18, 2022 from 10:00 AM to 2:00 PM. Permit #2022-70. Members voted, being none opposed, the motion passed.

Unanticipated Funds

i. The Wolfeboro Board of Selectmen will hold a Public Hearing on September 21, 2022 at approximately 6:30 PM in the Wolfeboro Town Hall Great Hall of Wolfeboro Town Hall for the acceptance of unanticipated funds in excess of \$10,000 in accordance with RSA 31:95 b III (a), to accept an anonymous cash donation in the amount of \$25,000 to the Town of Wolfeboro to fund an Employee Holiday Celebration with the remaining funds to assist town welfare recipients if these is a need.

Chairman Senecal opened the Public Hearing.

Being no one to speak for or against the donation, Chairman Senecal closed the Public Hearing.

It was moved by Linda Murray and seconded by Luke Freudenberg to accept the unanticipated funds in excess of \$10,000 in accordance with RSA 31:95 b III (a), to accept an anonymous cash donation in the amount of \$25,000 to the Town of Wolfeboro to fund an Employee Holiday Celebration with the remaining funds this donation will be booked to due to employees' account 1-13100-008. Members voted, being none opposed, the motion passed.

Class VI Road permit

i. The Wolfeboro Board of Selectmen to hold a Public Hearing on Wednesday, September 21, 2022, at approximately 6:30 PM in the Wolfeboro Town Hall, Great Hall, 84 South Main Street, Wolfeboro, NH to consider the application received by Keith and Kristen Lee for a building permit on the Class VI portion of Trask Mountain Road, specifically Tax Map 26, Lot 1.

Chairman Senecal opened the Public Hearing.

Kristen Lee, applicant, address the Board to share their thoughts on the permitting process. They understand the Wolfeboro Master Plan mentions under the Conservation section of limiting development on the Class VI portion of town roads, but RSA 674:41 outlines criteria (if met) the Town can grant permission for a building permit on the Class VI section of a road. She stated that she and her husband have reviewed that criteria and are asking for permission for 364 from the gate of road to their driveway entrance. She is aware in the past there have been concerns granting these permits can change the neighborhood She stated there are 24 for homes within the 8/10ths of a mile in this area. 11 of those homes are on Upper Trask Mountain Road which is 410 feet from their driveway access. The Master Plan also points out that if the Town grants permission on Class VI Road, it is important to maintain the integrity of the neighborhood and they feel that building their single-family home on 37 acres fits within this criteria. She stated that it is requested to limit use of the Class VI Road, at which she noted again they are seeking permission for 364 feet of the road. She stated there will be no impact on municipal services as the road will be maintained by the landowner, the water and sewer will not be affected and lastly distorting the town map, it has existed for some time and updated by a previous permit request. She stated of all the lots on Upper Trask Mountain and to the northeast towards Brown Ridge Road, all lots have existing buildings, or a building permit issued at one time. There only three lots they do not have a building permit. She stated that she would appreciate the opportunity to reply to any other comments made.

Charlene Seibel, resident, addressed the Board and questioned if the Wiggin family ever received a building permit on that Class VI Road.

Linda Murray replied that they did in 2008, the ZBA overturned the Board of Selectmen denial and issued the permit.

Ms. Seibel questioned if the Town of Wolfeboro issued a permit to disturb the travel way and ditches as required by RSA 236:9, if so, is there a copy available? All the work being done that has been going on these last few weeks is disturbing the travel way. She took some photos and emailed one of them to the Town Planner, but he has not responded, nor has he returned her phone call made to him today. She stated she originally called Dispatch, who suggested she contact the Highway Department and learned it was Evans Brothers doing the work and suggested that she contact the Planning office.

Chairman Senecal replied he is not aware that the town issued such permit.

Keith Lee, property owner, addressed the Board and stated that they applied for a driveway permit and were granted that permit. He stated the only work that has been done is the installation of the culvert and work on the side of the road for the driveway. He stated with regards to drainage ditches, it was for

the sloping of the culvert. He stated they do have loggers out there and do have an intent to cut permit. The loggers removed the post to haul the timber out because it is too narrow. It will promptly be put back when logging is complete.

Mrs. Murray questioned how a driveway permit is issued, when they haven't been issued a building permit to do anything on the Class VI Road.

Mr. Pineo replied he does not know and will have to look into that. He stated he understands the intent to cut was issued to do that work. He stated the Town Planner is present and he could respond to the question regarding the driveway permit and what occurred.

Tavis Austin addressed the Board and stated he was not here to speak to this question, but he and the Code Officer are trying to figure out how a driveway permit was issued while this was pending before the Board of Selectmen. He did not get the voice mail since the phones were being transferred over and he did get a partial photo of the gate but that has been addressed this evening. He didn't notice anything earlier today that the towns rights of way have been impacted by the work going on.

Allen Stevens, neighbor to applicant, stated he does not have an issue with the request to build.

Suzanne Ryan, resident, addressed the Board and requested history on how the road was designated to have gates and bars and or how it became a Class VI Road.

Mrs. Murray replied she can not answer how it became a Class VI Road, but she stated that when the ZBA granted the Wiggins the permit, they asked for a gate to be installed at the top of Trask Mountain Road. She read from their conditions of approval in 2008, specifically *#3 stating the applicant shall install a non-locking gate beyond his driveway.*

Mr. Pineo stated that a gate installed and may not meet the statutory guidelines of gates and bars.

Mr. Lee replied that the gate that is there is very narrow and the traffic that comes up the road passes around the gate.

Ms. Seibel addressed the Board and stated she is confused, what she heard was that there was a driveway permit issued?

Mr. Pineo asked for a copy of the driveway permit. Mr. Lee addressed the table and showed Mr. Pineo his copy of the driveway permit.

Ms. Seibel questioned who issue the driveway permits.

Mrs. Lee replied she was emailed on 8/25/2022 from Marie Durgan that the permit was ready.

Ms. Seibel questioned who is Marie Durgan?

Mr. Pineo replied she is the Administrative Assistant for the Highway Department.

Ms. Seibel stated that she talked to the Highway Department today and they told her they hadn't issued a permit for that location. She stated that they did not know anything that was going on there. She apologized she did not get the Foreman's name. So, for clarification, Marie Durgan issued the permit, but the Board of Selectmen hadn't heard the request yet and all of this work has been going on, this seems to her to be a little backwards. She stated she got most of her information from the NH Municipal Association and in 2004 they provided some information that suggested avoided work on Class VI Road. She wants to be sure everyone is clear that the homeowners will be responsible for maintaining

that 364 feet. She has concerns about the numerous wildlife corridors. She questioned the lots are they in Wolfeboro or Ossipee? She stated with every building permit issued it opens the door for more and more, which leads to petitions for the town taking these roads over and her concern now is that the whole side of Trask Mountain will be developed. She is not interested in having more permits granted on Class VI Roads due to the potential liability to the town and limited access to emergency services.

Chairman Senecal stated that it is clear the town will not be doing work on Class VI Road. He noted that they do have a memo from the Planning Board Chair, that at the Planning Board last meeting and letter dated September 13th, the Board discussed the request for permit on the Class VI Road and did not seem generally concerned with the request. One member noted the Master Plan discouraging development on the Class VI Road.

Mr. Lee replied this is the one remaining lot on this road, everyone else has been issued a permit. He is just looking for 364 feet of access.

Mr. Deshaies referred to the policy and the criteria that needs to be met for this noting he has not seen plans to show that this criteria is being met, there is no input from Wolfeboro Electric Department included in this request.

Mr. Lee replied he has been in contact with Bruce, from Wolfeboro Electric, discussing overhead or underground. He stated this road has been updated and not in the same shape, it's a better Class VI Road and plenty wide to handle this. He stated the person from Highway Department who reviewed the driveway permit stated it is a 4-rod road.

Mrs. Murray questioned if there is a house on the Wiggin property, a permit does not last more than two years.

Mr. Lee replied it is still undeveloped. He stated they are the only lot in the middle of where they are not developed.

Mr. Harriman stated that an agreement of release is required for this permit taking the liability off the town should an emergency vehicle not get through. He has visited that road in the last year and is in good shape as stated. He stated that in order to get an intent to cut permit you are allowed to make a temporary driveway to do that, with out getting the permanent driveway permit.

Mr. Pineo stated the agreement and release is forever with the property and recorded with the registry of deeds.

Jim Lovely addressed the Board, he stated he and his son have purchased the Wiggins property, they hope to build there someday and are in support of the Lee's building their home.

Being not others to speak for or against the request, Chairman Senecal closed the public hearing.

Mrs. Murray stated at this point she would like to review the criteria required for this permit. She stated that in 2007 the Board of Selectmen developed criteria to issue building permits on Class VI roads in Wolfeboro, she read the criteria for the BoS's Class VI Road Policy based on RSA 674:41 (see attached copy of the Lee's agreement) and will approve the permit with conditions.

Mr. Harriman stated if the electric line is extended to this property, it will be at the cost to the property owner for that cost.

Mr. Deshaies questioned if there is a failure of the electric that was extended by the property owner, who bears the cost of that repairs.

Chairman Senecal replied to the line along the road will be repaired by the MED after the owner pays to install it. The owner will need to be sure there is access to the road and the lines to make repairs.

Mr. Pineo stated that should the owner decide to go underground that would be the owner's responsibility, but that would be defined in the agreement between the owner and the MED.

Mr. Deshaies questioned if we need to know what type of service is going to be installed. Since one is the town's responsibility and the other is the owners.

Chairman Senecal replied no, that is between the owner and the MED.

Mr. Lee address the Board and stated the plan is come down the road above ground and the service from the road to his property will be underground.

Mrs. Murray stated that she does not believe the Board of Selectmen should issue building permits on Class VI Roads, this lot is just after Class VI five section of the road and the Zoning Board of Adjustment has already overturned a denial of a permit on this same road.

It was moved by Linda Murray and seconded Luke Freudenberg by to issue a building permit to Keith and Kristen Lee for a building permit on the Class VI portion of Trask Mountain Road, as identified on Tax Map 26, Lot 1 with the following conditions:

- The applicant will submit a plan to the Public Works Department which will show the improvements and adequate drainage of the road. Prove the width of the road will be the minimum possible width allowed by the NH Fire Code in addition to the Class VI Road waiver.
- The applicant should go to the Planning Board before any removal or cutting of trees along a scenic road per the Town's Scenic Road policy.
- Any damage to the stone wall in the Town's right of way must be repaired.

Members voted, being none opposed, the motion passed.

Alcoholic Beverages Permit

i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, September 21, 2022, on or about 6:33 PM at the Wolfeboro Town Hall Great Room, 84 South Main Street, Wolfeboro, New Hampshire to consider the application for an issuance of an Alcoholic Beverages Permit to Brewster Academy for their parent reception and fundraiser on October 21, 2022, in the Great Hall at Town Hall from 7:00 PM – 10:00 PM.

Chairman Senecal opened the Public Hearing.

Chris Hyde of Brewster addressed the Board to state that pre-COVID-19 this fundraising for financial aid event was held at the Great Hall and they are looking to do that again.

Being no others to speak or against this permit, Chairman Senecal closed the Public Hearing.

It was moved by Linda Murray and seconded Brian Deshaies by to issue an Alcoholic Beverages Permit to Brewster Academy for their parent reception and fundraiser on October 21, 2022, in the Great Hall at Town Hall from 7:00 PM – 10:00 PM. Members voted, being opposed, the motion passed.

3. Public Comment (limited to 3 minutes per person not to exceed 15 minutes)

4. Bulk Vote

- A. Weekly Manifests
 - i. September 9, 2022 \$ 416,905.89
 - ii. September 16, 2022 \$ 520,750.97
- B. Intent to Cut Wood and Timber & Warrant
 - i. Stoddard Rd Tax Map 35 Lot 7
- C. Property Tax Abatement
 - i. Stonehenge Rd 2022 #11 Tax Map 260 Lot 10
- D. Current Use Application (updates)
 - i. 172 Pork Hill Rd Tax Map 14 Lot 2
- E. Betterment Assessment (s) Payment schedules
 - i. Westwood Drive 2019-2028 \$267,542.38
 - ii. Stonehenge Road 2016-2025 \$8,102.77

It was moved by Brad Harriman moved Brian Deshaies seconded approving Bulk Vote Items A-E above. Members voted, being all in favor, the motion passed.

5. Board/Committee Appointments:

Wolfeboro Waters Committee

- i. Libby Peard Member

It was moved by Linda Murray and seconded by Brian Deshaies to appoint Libby Peard as a member of the Wolfeboro Waters Committee for a term that expires 2023. Members voted, all in favor, the motion passed.

Public Safety Building Committee

- i. Eli Roxby Member

It was moved by Brad Harriman and seconded by Brian Deshaies to appoint Eli Roxby as a member of the Public Safety Building for a term that expires in 2022. Members voted, all in favor, the motion passed.

Mr. Roxby addressed the Board to state he is a mechanical engineer and member of the Energy Committee and looks forward to assisting.

5. New Business

A. Approval: Proposed Building Permit Fee increases

Mr. Pineo introduced the item and stated that about a year ago the Board discussed at a meeting increasing the building permit fees. He stated it was tabled for more information and the new Code

Enforcement Officer has had time to review it and propose a draft for review. He stated at this point they are looking for some guidance, input, and direction from the Board.

Tavis Austin, Town Planner, addressed the Board to discuss the draft. He stated we are proposing increased fees for gas piping permits to be consistent with the other permitting costs. He stated they also have been provided with neighboring community fees for comparison (except Alton who wished not to share). He stated it appears that Wolfeboro is lacking an administration fee which the other towns implement. The draft includes a version with and without a administrative fee. He noted that these increases are not close to what the statute allowed and that a year ago the Board wasn't interested in spreading out that cost to the community. He stated this would make an increase to be closer to what other communities have.

Chairman Senecal stated it is easier to figure on a square foot vs. value, most contractors prefer this method.

Mrs. Murray replied she is comfortable with the administrative fee and \$25 gas permit; this is a good start without over jumping.

Mr. Deshaies feels it is too low and wants to bring us up comparable to the towns around the like. He'd like to see Meredith's fees because he feels that would be a comparable community.

Mr. Austin replied he could come back with a comparison of Gilford, Meredith and Center Harbor.

Mrs. Murray stated the highest fee is \$30, she feels that this is good start.

Mr. Austin replied he could come back with a comparison.

Mr. Freudenberg agreed Mrs. Murray. He questioned having a re-inspection fee.

Mrs. Murray stated that there is a re-inspection fee of \$35.

B. Discussion: Draft proposed Trash Ordinance

Mr. Pineo introduced the discussion that came forth from a resident this past summer expressing concern of an issue with trash and the receptacles being left curbside for an extended period of time. The Planning and Codes office reviewed that complaint and have provided a draft proposed ordinance.

Tavis Austin and Jason Durance addressed the Board for discussion.

Mr. Austin stated that they are looking for some direction on where the Board wishes to go with either an ordinance or a regulation? He referred to the letter dated August 24, 2022, provided to the Board that is seeking more guidance from the Board on what they are looking for. He stated that Wolfeboro would be the first to regulate trash.

Mrs. Murray recalled the concern was the trash can was being left out for extended time, such as overnight. She suggests it put out on pick up day only. (not overnight)

Chairman Senecal he has been Health Inspector a long time, it is a difficult thing to regulate it.

Mr. Deshaies noted what if you are going away and put it out overnight, he noted they do have a noxious and offensive ordinance.

Mr. Harriman agreed not overnight seems to be the issue.

Mr. Austin questioned curb and provided an example of Marker 21's dumpster.

Mr. Harriman replied those are discussed separately vs. residential trash.

Mr. Austin questioned the fine, \$50 sufficient.

Mrs. Murray replied \$50 is sufficient, she noted the issue came about for an Airbnb in the area.

Mr. Austin questioned if Town Ordinance.

Mrs. Murray replied, it would be Town Ordinance.

Mr. Freudenberg stated the issue is relative to residential neighborhoods.

Mr. Austin replied he would draft ordinance and provide to the Board at a meeting.

C. Discussion: Lehner Street Pump Station & Storage building options

Mr. Pineo stated that the Town appropriated funds this past spring to rehabilitate the Lehner Street Pump station. The work that needs to be done at that location, includes the removal of the red building. The Board has been given three options to address that building as follows:

- Demolish and remove the building estimated cost \$20,000
- The Town could move the building to another location and repurpose it.
- Offer the building for sale to the public to be removed by the purchaser.

Mr. Deshaies set a demo date and put up for sale with a date it needs to be removed.

Mr. Harriman replied he would be in favor of demolishing the building, he would consider Mr. Deshaies suggestion as long as it is removed by the date as to not hold up the project.

Chairman Senecal agrees with Mr. Harriman, it is not a very desirable building.

Mrs. Murray stated it is 40 years old and not considered historic. She agrees with Mr. Deshaies suggestion but agrees with Mr. Harriman it has to be gone to not hold up the project.

Mr. Pineo stated if the Town were to sell it, he would need to check for hazardous materials and that can be a cost.

D. Approval: Donation Policy-Finance Director

Kathryn Carpentier addressed the Board and stated in July the Board requested a policy on accepting donations be drafted, she is seeking the Board's approval for the Donation Policy as presented. This policy tracks the donation and tracks the accounting of the donation as well as allows to carry those funds from year to year to be used as intended.

Mrs. Murray questioned if the Board would get a monthly report.

Ms. Carpentier replied yes.

It was moved by Linda Murray and seconded Dave Senecal for the Wolfeboro Board of Selectmen to adopt the Donation Policy (FIN-006) as written. Members voted, being none opposed, the motion passed.

E. Approval: Fund Balance Policy- Finance Director

Ms. Carpentier addressed the Board and stated the Fund Policy has been updated to reflect what the town has been doing and how fund balance is calculated. She stated that the Town would not want to go under a 5% fund balance and cannot keep over 10%, these years will be available after the tax rate is set. She stated this policy is to be consistent with the Department of Revenue.

Mrs. Murray stated the intent of the Warrant Article was to prevent from carrying too high of a fund balance as the town has done in the past.

It was moved by Brad Harriman and seconded by Linda Murray for the Wolfeboro Board Selectmen to adopt The Fund Balance Policy (FIN-007) as written. Members voted and being all in favor, the motion

F. Discussion: Actual vs. Budget- August Finance Director

Ms. Carpentier addressed the Board to summarize the August report of actuals vs. budget report. Summarized as follows:

General Fund Appropriations

The attached document is a summary of Appropriations and Revenues for the month ended **August 31, 2022**, for the 2022 approved budget. The General Fund operating budget is currently at **71.2%** which is 4% above the 8-month average of **67%**. We should see some relief in August because we received grant funds (ARPA and AEDs) to offset some unanticipated expenditures. Most of the bond payments have been made. We continue to keep a close eye on the fuel line items and we have developed a contingency plan for the escalating costs while Department Heads continue to monitor and manage the usage.

General Fund Revenues

The General Fund Revenue is currently at **58%** which is right on track. After the first tax bill Property Tax is 48% collected. Motor vehicle revenue is at 74% collected.

Appropriations for Other Funds

	<u>% Expended</u>
Water Fund	51.4%
Municipal Electric Fund	75.4%
Sewer Fund	45.8%
Pop Whalen Fund	69.2%

Estimated Revenues for Other Funds

	<u>% Collected</u>
Water Fund	90% (Water Charges are at 78%)
Municipal Electric Fund	70%
Sewer Fund	46% (Res Sales are at 52%)
Pop Whalen Fund	73%

She noted that she and the Town Manager have met regularly regarding the increased cost of gas and diesel.

Mrs. Murray questioned why the Sewer Fund sales are only at 52%, that seems low for this time of year.

Ms. Carpenter replied she can find out that answer.

G. Discussion: Revenues-MS-434-Finance Director

Ms. Carpentier address the Board to explain to set the Tax rate, there are forms required by the Department of Revenue and this is one of those forms. She explained how this is calculated.

It was moved by Linda Murray and seconded by Brian Deshaies to approve the revised estimated revenues for 2022 in the amount of \$34,412,753 as recommended by the Finance Director. Members voted, being all in favor, the motion passed.

H. Approval: Thank you note for Dock Attendant program

Chairman Senecal stated that I think we all can agreed this was a successful program this summer.

Mrs. Murray stated that the Board has been provided with a draft thank you letter for the staff that performed this work this summer. She thinks it is important to acknowledge the staff that did this program.

Chairman Senecal would like to publicly announce the names of the staff that participated in the program and budget for it again next year.

Mr. Pineo stated we also need to thank Mr. Freudenberg for bringing this program idea forward.

Mr. Freudenberg enjoyed assisting in the program with the staff, we are very lucky to have such a great staff that keeps this town running.

I. Discussion: Annual Exempt Property A-9 & A-12

Todd Haywood, contract assessor, addressed the Board to summarize the annual institutional assessments that are applied for each year. He stated historically for decades throughout the state the entity is required to file a BTLA for A-9, the application for exemption yearly which includes a A-12 financial statement by June 1st. He explained the process is the assessing department reviews the application makes a recommendation to the Board. He noted in recent years the process has been under more scrutiny due to some recent court cases, most recently in August of 2022. He summarized a town granted an exemption to an entity that may or may not be qualified to receive it, another party filed a complaint which opened an investigation. On August 10th a policy was issued for Assessors to follow going forward. The reason for this to discussion is that this will require a review of Wolfeboro's institutional exemptions, they will need to provide the paperwork to qualify. He noted this has been reviewed by Town Council and the timing of this is less than ideal due to the due date of MS-1 required to receive a tax rate. The plan moving forward is to review the charitable institutions annually including a site visit and make sure they qualify. He noted that because of the timing of this, those who feel they were aggrieved can file an abatement.

Chairman Senecal stated in his review there looks to be about five, that may be an issue.

Mrs. Murray stated that they haven't notified them yet to allow them to make the corrections. She feels they have an obligation to communicate that with them. She stated that in order to file an abatement you have to pay.

Mr. Haywood replied that you do not have to pay, but you run the risk if you lose you have to pay the interest. He does agree a letter should be sent.

Mrs. Murray would like to send a letter first.

Mr. Haywood stated they can send a letter tomorrow and see what they get for responses.

Mrs. Murray stated she would like to do that and put a date on it to get it back as soon as possible. She understands what the Assessing Department needs to do and understands the position of the nonprofits, she like to give them the opportunity to respond. Maybe emailing them is an option.

Mr. Haywood agreed they would send out a letter tomorrow.

Mr. Deshaies questioned if this is unusual not to know.

Mr. Haywood replied nonprofit status is separated from being tax exempt, there is criteria to meet to make that exemption.

Mr. Pineo questioned if there is enough time for the Board to be satisfied and give Assessing time to meet their deadline.

Mr. Haywood replied he feels they can work with the schedule.

Josh Arnold, Director of GALA Community Center, they are aware of this issue and alarmed since they run a tight budget. He appreciates the opportunity to correct the deficiencies; the Secretary and Treasurer received compensation and have resolved that issue at their annual meeting.

Mrs. Murray suggested they meet with the Assessor to make sure they can correct the issue.

6. Other Business

Mrs. Murray stated the Pickering Corner sign committee met to discuss a solution to the number of signs on DeWolf Field. He stated that when Brewster decided to limit it to two this summer, it was not received well. The Committee looked at the location and decided from the clock to the church, it would be limited to six temporary signs, display for two week and removed no later than two days after the event. First come first serve basis. Brewster is willing to grant the permitting process through the Town. She suggested having the Executive Secretary do it with the Temporary Event process.

Mr. Pineo questioned who will be policing the time the signs are up. He thinks between the departments they can do this but should have an agreement with Brewster for such. He thinks the Planning office has the software to manage this. He will discuss it with the staff.

Mrs. Murray noted this would also include the old playground in South Wolfeboro, where they would allow three signs. She is looking to see if the Board is in favor this idea and to move forward with an ordinance update.

Mr. Pineo questioned the fee, is there a penalty.

Mrs. Murray does not believe there is a fee, but if the Board agrees with the concept then they can work out the details.

The Board agreed to move forward with the concept.

7. Committee Reports

Mr. Deshaies reported he has attended CIP meetings, Pickleball court meetings for indoor facilities at Foss Field and the latest is they will be looking at doing some borings at Foss Field to see if such is feasible. He stated that at the Taylor Home open house it was discussed if there would be the ability to use their pool for the High School swim team.

Mr. Freudenberg stated his most recent activity was election day.

Mrs. Murray has met with the Library Trustees meeting, EDC Meeting, CIP meetings, Wolfeboro Waters meeting, elections, Last Night Wolfeboro meeting, Pop Whalen meeting, and Taylor Home open house, Planning Board, Pickleball subcommittee meeting.

Chairman Senecal attended Conservation meetings and elections.

Mr. Harriman attended the Planning Board, WCTV, Libby Museum, interviews for Parks and Recreation, CIP meeting and elections.

8. Town Manager's Report

Mr. Pineo reported the following:

- He thanked Michele Chamberlin for filling in as Acting Town Manager in his absence and did an outstanding job.
- He thanked the Board for attending the Employee Appreciation Events while he could not attend due to vacation. It means a lot to the employees to see the policy setters attend.
- He has met a lot with the Finance Director on budgets.
- He introduced Steve Randall our new Public Works Director.

9. Questions from the Press

None.

10. Public Input (Limited to 3 minutes per person and not to exceed 15 minutes in total)

Greg Lavoie, 88 Ambrose Way, addressed the Board to state he is here tonight to express his concerns about the original construction of Ambrose Way, its current state and the condition it is in for eligibility to be taken over by the Town. The development was started 18 years ago, and he understands the town sets requirements to build a neighborhood and the building of the road. He understands that road has never been brought up to town standards by the developer. The developer has sold and continues to sell them with conditions the road will be built to town standards. He stated now it seems the neighborhood is responsible for bringing it up to standards. He feels the town and developer had contract and that needs to be addressed. He stated the developer sells these lots on the premise the road will become a town road. He understood that all they have to do is put a petition in to get the town to take it over, but it seems that is not the case. He provided those concerns in writing to the Town Manager.

Mr. Pineo stated he is discussing this with legal counsel as the town has received a petition on this road. The town engineer (contracted) has done a windshield survey of the road the next step will be a meeting and then to the Board with a proposed solution.

Mr. Lavoie would like the neighborhood to be kept informed.

Mr. Pineo stated accepting roads is a process and will be notified by certified letter.

Mr. Lavoie stated his concern is that the town will tell them the neighborhood has to cover the cost and they no means to do that. The developer is closing the development and he'd like to work this out as soon as they can, so they are not hit with costs they never expected.

Bernie Walensky, 184 Ambrose Way, stated he was told there was not petition for this road, but the town manager said there was one.

Mr. Pineo stated all they need is a petition for one person, but for betterment assessment 50% of the property owners need to agree.

11. Non-Public Session RSA 91-A

It was moved by Brian Deshaies and seconded by Linda Murray for the Wolfeboro Board of Selectmen to enter nonpublic session to discuss legal, employment and reputation at 8:57 PM. Roll call vote; Linda Murray-yes, Brad Harriman-yes, Dave Senecal-yes, Luke Freudenberg-yes and Brian Deshaies-yes. The motion passed.

The Board re-entered public session at 9.35 PM.

It was moved by Brian Deshaies and seconded by Luke Freudenberg to seal the minutes of September 21, 2022. Roll call vote: Linda Murray-yes, Brad Harriman-yes, Dave Senecal-yes, Luke Freudenberg-yes and Brian Deshaies-yes. The motion passed.

Being not further business before the Board, Chairman Senecal entertained a motion to adjourn.

It was moved by Luke Freudenberg and seconded by Brad Harriman to adjourn at 9:36 PM. Members voted, being all in favor, the motion passed.