

**TOWN OF WOLFEBORO  
MINUTES  
Ad Hoc Committee on Town Docks  
Tuesday, July 2, 2019  
Town Hall Annex Conference Room**

**Members Present:** Bob Tougher, Vice-Chairman, Adam Tasker, Paul O'Brien, Selectmen's Representative, Steve Durgan, Duncan C. Mellor, Tighe & Bond.

**Members Excused:** Dave Senecal, Chairman, John Thurston, Jim Pineo, Town Manager, Christine Collins, Parks & Rec Director, Justin Chaffee, Assistant Parks & Rec Director.

**Staff Present:** Matt Sullivan, Director of Planning and Development, David Ford, Director of Public Works, Water & Sewer, Terry Tavares, Recording Secretary.

*Vice-Chairman Tougher opened the meeting at 8:02 AM at the Wolfeboro Town Hall Annex Meeting Room.*

Dave Ford opened the meeting referencing a letter sent to the Board of Selectmen outlining the Dockside Docks proposed Phasing Plan and Asset Management Plan. He referred to the Tighe & Bond Asset Management Study. The BOS would like the Committee to review the work required to the existing docks, with the possibility of changing it to a phasing plan along with a BIG (Boating Infrastructure Grant) grant.

If the Town is trying for to submit for the grant, the application must be ready for submission by September 2019. Also the State is asking that part of the funding be dedicated to staffing through the DES. This would require a part time staff person with an estimated cost of \$60,000 to \$70,000, thereby reducing the amount of the grant from the original \$200,000 to approximately \$135,000.

Paul O'Brien asked if this grant would only be for the docks and not the seawall repair.

Duncan Mellor stated the grant would only be for the transient boaters and associated infrastructure including all slips with over 6' of water depth.

Dave Ford stated it would be for the docks first.

Duncan Mellor stated he did check with the NHDES and Lake Winnepesaukee is included in the grant program.

Steve Durgan asked what the original amount of money for the proposed expansion/repair.

Matt Sullivan checked the minutes and determined the original cost estimate for expansion only was between \$200,000 and \$250,000 and that the scope of work has now changed.

Steve Durgan asked how the new cost was arrived at.

Dave Ford stated that a new Engineering cost estimate was used for this number.

Matt Sullivan asked Duncan if the Town of Wolfeboro is the only grant applicant he is aware of.

Duncan Mellor said the State of NH wants someone from DES to submit the actual grant which will be for \$200,000. As we are the only ones at this time applying we would be the one to get the grant. If we were to changes to the grant request to a Tier 2 for more money it would take longer for the review and approval process.

Dave Ford said the BOS needs to decide if this project is going to be a phased plan in multiple years or a large project in one year with bonding. This would determine the scope of repairs or expansion. Also, a decision must be made if the work would include the Mt Washington dock & piling dolphin.

If we prioritize the Phase 1 for Docks, A, B, C, and D with the wall repair, and the reinforcement of the existing cluster (dolphin) for the Mount, we would also need to explore the Boundary Line adjustment with David Bowers for his shorefront property in order to achieve the expansion.

Paul O'Brien thought David Bowers would like to have a boundary line adjustment.

Matt Sullivan stated Mr. Bowers has spoken to the town about the water front on his property, though it is not clear how the parties should proceed.

Paul O'Brien would like Matt Sullivan to attend the BOS meeting to let them know what would need to be done in order to accomplish the changes for the water front on Mr. Bower's property.

Duncan Mellor would also like to know what would need to be done.

Matt Sullivan stated his preference would be to do a Boundary Line Adjustment for the water front property.

Steve Durgan asked if both parties are in agreement would a letter be enough for the agreement.

Matt Sullivan said first they would need to talk with Mr. Bowers.

Duncan Mellor said there must be a Licensed Land Surveyor plan.

Dave Ford will talk to White Mountain Survey regarding the plan.

Duncan Mellor said that since the shoreline does belong to the State, a letter of agreement may be the only thing required.

Bob Tougher asked the committee what direction they would like to move in.

Dave Ford said he would like to pursue the grant and then propose the changes to the shorefront and the docks in the 2020 budget/warrant article process.

Bob Tougher asked where it should go to the CIP or BOS for review.

Matt Sullivan said it should go to both.

Bob Tougher asked should we do it all and bond the work. Can all of this work to be completed in one year?

Steve Durgan said it would require a barge and they would need to complete the work over the winter. They said would also need to ensure the quality of the work.

Dave Ford said we will need to contact some contractors to see if they give us a realistic cost estimate and see if they can complete the work in the required time.

Bob Tougher offered that at that time the Board could decide whether the project should be a phasing plan or bonded.

Paul O'Brien asked about the repairs to the public bathrooms.

Dave Ford said this work will be starting in the fall of 2019.

Steve Durgan asked if doing Phase 1 and Phase 2 would it be enough time to complete the work. Also can this work be started without going to town meeting for a vote. Would it be possible to do Phase 1 and Phase 2 over two years. Paul O'Brien asked why we can't do this all at once.

Dave Ford said the Board of Selectman have requested that large projects be phased.

Paul O'Brien clarified that the Board of Selectman need the total project cost and scope before deciding whether to phase a project.

Dave Ford said we do not have the grant yet and this is a lot of work. He is not sure that all of this work can be completed in one year.

Duncan Mellor explained that this grant is for transient boaters. He said the repairs on the bathrooms at the dock might apply to the grant process as septic disposal.

Steve Durgan said the State funded work at Goodhue & Hawkins for a pump out station. They walked them through all of the paperwork required, as they really wanted one on the lake. And they would be happy if there were more on the lake.

Duncan Mellor would like to find out from the State if the bathroom project would be paid for by the state.

Dave Ford asked if the pump out station at Goodhue & Hawkins is a manned station.

Steve Durgan said that it is, but it is possible to get a coin operated unit.

Dave Ford was asked about the alignment for the Mount Washington.

Duncan Mellor said the Mt Washington's issue is that the dolphins are only 3 feet deep as there is bedrock at that depth. There are different options of repairs for the dolphins, there is drilling down a sheet pile cell in the sediment.

Dave Ford has spoken to the Captain of the Mount Washington and he would like the angle modified. However, a follow up discussion is needed.

Paul O'Brien stated the Mount does not have side thrusters making it hard to get in and out of the dock presently. He would like to make sure that the Mount continues to dock in Wolfeboro for people to enjoy our town and stimulate our economy.

Bob Tougher asked if the repair/replacement work to the dolphins is not done, how will this affect the dock repairs.

Duncan Mellor said it would still be possible to do the dock work and complete the Mt Washington work at a later time. There would also still need to be adequate space to extend the docks.

Matt Sullivan said he met with the State and they offered that they would likely support the expansion project.

Bob Tougher asked if the \$369,000 cost includes dredging for the Mount.

Dave Ford asked Duncan if we could go down just 4' or is it required to go into bedrock.

Duncan opined that if the Mount Washington hits the dolphins it would be a problem, there would be damage to the Mount and the dolphins.

Paul O'Brien would like to complete the job right the first time.

Bob Tougher would like to phase the repairs and apply a second time for the grant to continue the work and bond the project if needed.

Dave Ford said if we can finish the project in less time and we could use the balance of the money to pay off the bond early.

Duncan Mellor wants to know if we are going to apply for the permit for the finger docks first.

Dave Ford would like to permit Phase 1 & 2. For the grant application we need to start with talking to David Bowers about a boundary line adjustment.

Duncan Mellor said once we have the permit, next year we can apply for another grant.

Matt Sullivan would like to have one more meeting before submitting the grant. We need to have the excused members present before making a final decision.

Duncan Mellor then showed a sample of the decking, IPE.

The type of decking was discussed and it decided that more than one option should be submitted before a decision is made on the decking to be used.

Paul O'Brien asked about the walls on the Smith River. He asked if they are ready to fail.

Duncan Mellor said there is a question as to where the property line is. There are many holes in the wall. And there is stamped concrete on top of the granite. They are not sure if that is holding up the wall.

Paul O'Brien said he hopes when the work on the bathrooms start there will be no issues.

Dave Ford said the wall has been there for years and we hope when we do the repairs there will be no complications.

Paul O'Brien asked about replacing the seating in front of the dock.

Dave Ford said they are not in the scope of the project. It is including in the parking lot project that has been put on hold. The parking lot project would include the seating.

Steve Durgan said we need to keep the focus on the dock expansion.

Bob Tougher said the Board of Selectman will be the ones to make the final decision on the project. We need to give them all the information needed for them to make their decision.

Matt Sullivan said we need to set clear action items from the meeting.

Paul O'Brien said we need to talk to other members.

Matt Sullivan said we need to set another meeting date for July or early August so we can get the grant submitted.

Dave Ford said the permit should include the wetlands permit for the repairs.

Duncan Mellor would like to work on getting the permit ready for the grant as it will take time for it to be reviewed.

Bob Tougher would like to have the minutes ready for the Board of Selectman as soon as possible.

Matt Sullivan said he can have it ready for next week. We need action items so they can be sent to the Board of Selectman for review. He will send the minutes of this meeting.

Steve Durgan asked if a vote is necessary.

Matt Sullivan said no. He will request the committee set a next meeting date in late July or early August.

Steve Durgan would like to make sure Dave Senecal & John Thurston can be at the next meeting.

**Paul O'Brien made a motion to adjourn. Adam Tasker seconded. All members voted in favor.**

There being no further business, the meeting adjourned at 9:16 AM.

Respectfully Submitted,

Terry Tavares

***\*\*Please note these minutes are subject to amendments and approval at a later date. \*\****