

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Approved  
May 17, 2017

**Members present:** Chairman Luke Freudenberg, Linda Murray, Brad Harriman, Dave Bowers and Dave Senecal

**Staff present:** Town Manager David W. Owen, Chief Police Dean Rondeau, Fire Chief James Pineo, Public Works Director Dave Ford, Finance Director Pete Chamberlin and Recording Secretary Michele Chamberlain

Chairman Freudenberg 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.

**Consideration of Minutes**

Chairman Freudenberg asked for approval from the Board of the May 3, 2017 Regular Meeting Minutes.

**It was moved by Linda Murray and seconded by Dave Senecal to accept the minutes of May 3, 2017 with an amendment to page 11. Members voted and being none opposed, the motion passed.**

**Public Hearings**

**A. Temporary Outdoor Event Permits**

- i. Morning Star Lodge #17 to hold Cross Country Races & Fun Races on July 13-27, 2017 (Thursday evenings) from 5:00 PM—8:00 PM starting at Abenaki Ski Lodge.

Chairman Freudenberg opened the public hearing.

Kristina Folcik, Race Director, addressed the Board. She stated she has over five years of experience hosting races all over the state. Ms. Folcik stated she promotes a healthy environment for all her races. The Wolfeboro Masons will be hosting a family friendly running series at Abenaki Ski Area in July on Thursday evenings from 5 PM – 8 PM. There will be a 3 mile trail race for all abilities, a short 1 mile course and a popsicle dash for toddlers. She stated the goal is to create a non-intimidating environment that brings adults, children, families, new runners and fast runners together. Ms. Folcik asked to

allow two volunteers to help direct the participants during the races on Filter Bed Road unless the Board wanted to have a police officer. Ms. Folcik stated the two volunteers would point people off the trail and direct them to run down the road about a tenth of a mile and then take a right onto the trail. The participants would then continue to follow flags for the rest of the race. The toddler dash will start at 6 pm, the 1 mile fun run at 6:05 pm and the 3 mile race at 6:30 pm. The 1 mile fun run will not be timed so it will encourage a stress free environment. The proceeds from the race will benefit the Wolfeboro Masons and \$2 from every race entry will be donated to the Lakes Region Conservation Trust. Entry for each race will be \$15 for adults racing the 3 mile course and \$10 students. If you choose to register in advance for the series it will be \$30 for each adult and \$20 for students. The 1 mile course and toddler race will be free but donations are encouraged. Ms. Folick asked about using the bathrooms at the Abenaki Lodge but stated they could have port-a-potty dropped off. Ms. Folick stated an insurance form was sent to the Town Hall today. She stated they have coverage for a million dollars.

Chairman Freudenberg closed the public hearing.

Linda Murray questioned the insurance coverage.

Dave Owen stated that he was not aware that the insurance had been sent in as he was out of the office in the afternoon so he might have missed it.

Chairman Freudenberg stated Ms. Folcik would need to ask Christine Collins, Parks and Recreation Director, about the use of the bathrooms.

Linda Murray stated she thought the bathrooms were opened to the public but they should check with the Parks and Recreation Department. Ms. Murray stated a police officer would not be needed if they used volunteers.

She read a copy of the insurance coverage from her phone to the Board. Ms. Folcik stated she would have a copy sent to the Town.

**It was moved by Linda Murray and seconded by Dave Senecal to approve the issuance of a Temporary Outdoor Event Permit to the Morning Star Lodge #17 to hold Cross Country Races & Fun Races on July 13-27 (Thursday evenings) from 5:00 PM—8:00 PM starting at Abenaki Ski Lodge contingent with the Town receiving the insurance policy. Members voted and being none opposed, the motion passed.**

- B. Application of Wolfeboro Historical Society for a Permit for the sale and consumption of beer and wine at the Clark House Museum Complex for an event on July 15, 2017 from 3:00-5:00 PM

Chairman Freudenberg opened the public hearing.

Louise Horsken, Member of the Wolfeboro Historical Society, addressed the Board. She stated every year we have guest speakers and this year she discovered a speaker amongst us in Wolfeboro. She stated his name is Glenn Knoblock. Mr. Knoblock speaks about brewery in New Hampshire from the Colonial days until the present. He is the author of fifteen books and over 100 articles which relate to Northern New England bridges, New Hampshire cemeteries and African American military history. He holds a BA in History from Bowling Green State University and he is the manager of Rite Aid.

Ms. Horsken stated we have two new breweries in Wolfeboro so she thought it would be good to feature and introduce them to the community. Their names are the Lone Wolfe Brewing Company and the Burnt Timber Brewing Company. Mr. Knoblock will speak from 3 PM – 4 PM and then following that there will be sampling and selling of their beer. There will be no wine sold. Ms. Horsken stated the liquor licenses and insurance binders were given to Mr. Owen.

Chairman Freudenberg closed the public hearing.

Linda Murray stated the State Liquor Commission license for the Burnt Timber Brewing Company expires 5/31/2017 so that needs to be updated.

Ms. Horsken stated a revised copy was sent to Mr. Owen that expires in 2018.

**It was moved by Brad Harriman and seconded by Dave Senecal to approve the issuance of a permit to the Wolfeboro Historical Society for a Permit for the sale and consumption of beer and wine at the Clark House Museum Complex for an event on July 15, 2017 from 3:00-5:00 PM. Members voted and being none opposed, the motion passed.**

### **Bulk Vote**

#### **A. Weekly Manifests**

May 12, 2017  
May 19, 2017

#### **B. Property Tax Credits/Exemptions**

##### **Denials:**

- i. Abatement/Refund #7 Tax Map 188, Lot 67
- ii. Abatement/Refund #36 Tax Map 228, Lot 7

#### **C. Property Tax Credits/Exemptions**

##### **Approvals:**

- i. 35 Birch Hill Estates Road Tax Map 177, Lot 10-55

- ii. 79 Penn Air Road Tax Map 33, Lot 28
- iii. 61 Middleton Road Tax Map 268, Lot 3

**D. Notices of Intent to Cut Wood or Timber**

- i. Pleasant Valley Road Tax Map 236, Lot 8
- ii. Tibbetts Road Tax Map 59, Lot 2

**E. Current Use Application**

- i. 23 Opie's Circle Tax Map 118-1, Lot 2

**F. Yield Tax Levy Warrant-\$1,201.51**

**G. Real Estate Tax Warrant-\$14,400,023.50**

**It was moved by Linda Murray and seconded by Dave Senecal to approve the items listed on the agenda in the Bulk Vote A through G above. Members voted and being none opposed, the motion passed.**

**Appointments**

**A. Fisherville Committee**

Mr. Owen stated there are no appointments at this time and he stated there are vacancies on the following Boards: Fisherville Committee, Agricultural Commission and the Heritage Commission.

Chairman Freudenberg urged members of the Community to contact the Town Hall if they are interested in any of these positions.

**New Business**

**A. Monthly Budget Expenditures and Revenue Report**

Pete Chamberlin, Finance Director, addressed the Board. Mr. Chamberlin stated at this particular time we should be at about 33 percent with our expenditures-to-date. He stated the expended-to-date percentages are as follows: General Fund 33%, Water Fund 35%, Electric Fund 31%, Sewer Fund 49%, Pop Whalen Fund 40% and overall expended-to-date is at 33.387%. He stated the Sewer and Pop Whalen Funds are more the first part of the year due to debt service and operating schedules. Mr. Chamberlin stated in the Revenue report the General Fund is at about 42%.

Linda Murray stated she had a question about the revenues. She stated the Pop Whalen Arena is only at 17.83 % so she questioned if those funds come in September and October.

Mr. Chamberlin stated there is a receivable from the prior year. He stated they bill out their ice time invoices at the end of the year and we receive them the first couple of months in the following year. He stated there is probably \$50,000 to \$60,000 of revenues that were charged off to the prior year. He stated in October we will see it reflected.

Linda Murray stated she thought that was the case and thanked Mr. Chamberlin.

### **B. Loan Agreement with New Hampshire Municipal Bond Bank**

Pete Chamberlin, Finance Director, addressed the Board. He stated this is the broiler plate wording for resolution for the issuance of the \$550,000.00 Whitten Neck Road Bond.

Linda Murray stated she thought the public would be interested to know that the interest rate is 3.75%.

Mr. Chamberlin stated the maximum interest will not exceed 3.75%.

Dave Bowers read the following resolutions:

**Resolved: That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, and to a vote of the Issuer duly adopted on March 8, 2016 under Article 4 of the 2016 annual meeting, there be and hereby is authorized the issuance of a \$550,000 Bond of the Issuer (the “Bond”) which is being issued by the Issuer for the purposes of financing the cost of the design and reconstruction of Whitten Neck Road waterline improvements.**

**Resolved: The Bond shall be dated as of its date of issuance, shall be in such Numbers and denominations as the purchaser shall request, shall Mature in accordance with the schedule set forth in Exhibit A to a Certain Loan Agreement hereinafter described (the “Loan Agreement”), shall bear a maximum interest cost rate (as defined in the Loan Agreement) of three and three-fourths percent (3.75%) per annum or such lesser amount as may be determined by a majority of the Board. The Bond shall be issued in such manner and form as the signatories shall approve by their execution thereof.**

**Resolved: That the Bond shall be sold to the Bond Bank at the par value thereof plus any applicable premium.**

**Resolved:** That in order to evidence the sale of the Bond, the Treasurer of Issuer And a member of the Board are authorized and directed to execute, Attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in substantially the form submitted to this meeting, which is hereby approved, with such changes therein not inconsistent with this vote and approved by the officers executing the same on behalf of the Issuer. The approval of such changes by said officers shall be conclusively evidenced by the execution of the Loan Agreement by such officers.

**Resolved:** That all things heretofore done and all action heretofore taken by the Issuer and its officers and agents in its authorization of the project to be financed by the Bond are hereby ratified, approved and confirmed.

**Resolved:** That the Clerk and the signers of the Bond are each hereby authorized to take any and all action necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefore.

**Resolved:** That the useful life of the projects being financed is in excess of twenty-one (21) years.

**It was moved by Linda Murray and seconded by Dave Senecal to approve the bond as read by Dave Bowers. Members voted and being none opposed, the motion passed.**

### **C. Lease Agreement Renewal-Wolfeboro Cooperative Nursery School**

Mr. Owen stated he and Selectman Murray have met with representatives of the Wolfeboro Cooperative Nursery School and have agreed to the terms of a renewal of the lease agreement for another 3 years. The only significant change in the lease is that rent will continue to increase by \$10/month each year of the lease. The new lease agreement begins at \$310/month and increases to \$330/month in the third year. Another change was the Town agreed to split the cost of the maintenance of sealing the floor each year.

Kasey Rogers, Representative of the Wolfeboro Cooperative Nursery School, addressed the Board. She stated they agreed to the terms of the lease.

**It was moved by Brad Harriman and seconded by Dave Senecal to approve and sign the lease agreement with the Wolfeboro Cooperative Nursery School for its space at the Train Depot for a 3-year term through June 15, 2020. Members voted and being none opposed, the motion passed.**

#### **D. Libby Museum Update**

Alana Albee, Libby Museum Director, addressed the Board. She updated the Board about some of the activities that they have been working on. She stated they have recruited new summer staff, had two meetings with the Friends of the Libby, redesigned the logo, have begun advertising with the new logo on the website and in the Granite State News, interior cleaning and re-arranging has begun, nature trail signage & clean-up, planning a disguise for the port-a- potty and they are planning to move the Indian to the beginning of the nature trail. Ms. Albee explained the summer activities. She stated they will be continuing with the Little Sprouts Program. There will be live animal shows will Squam Lake and they are hoping to have an outdoor education program for eleven – fourteen year olds in August. Roger Irwin's New England Photos will be at the Museum. In July, they will hold the emerging young photographers local award for students. Ronn Harvey assessed the collection at the Museum in 1999. This is being used as the baseline for an internal update to inform either (a) parameters for an updated full assessment by Harvey, and /or (b) strategic priorities for item restoration. Ms. Albee stated the collection and the condition of the building are being affected by the dampness of the building. Exterior paint is peeling due to moisture and alterations to the original cross ventilation designed by Dr. Libby have aggravated a growing problem. The signage which is about 200 yards ahead of the Museum is in very poor condition. Ms. Albee had proposed to change the visitors pricing. The current price is 0 – 4 year olds are free, 4 - 12 year olds are \$1 and 12 years and above are \$2. She proposed to change the price to all children to the age of 16 and veterans would be free of charge and all others would pay a \$5 admittance fee. She stated credit and debit cards are not taken at the Museum. Ms. Albee stated this would simplify the management and would still keep it affordable.

Linda Murray stated she had looked at the income from last year and it was around \$1,700.00. She questioned if Ms. Albee was aware of how many adults attended last year. Ms. Murray asked if any analysis had been done to make sure they would make at least the same amount.

Ms. Albee stated she had and that by changing the price point the income would be doubled. She stated about 2/3 of the paying visitors last year were adults.

Linda Murray thanked Ms. Albee.

Chairman Freudenberg thanked Ms. Albee for her report and stated it was very thorough.

**It was moved by Chairman Freudenberg and seconded by Linda Murray to approve changing the admittance fee at the Libby Museum to it being free to all children up to age 16 and to veterans, and that all other museum visitors will be charged a \$5 admittance fee to the Libby Museum. Members voted and being none opposed, the motion passed.**

Mr. Owen noted that the Libby Museum will be back on the agenda at the next Board of Selectmen Meeting. There will be an update on the Libby Museum's facility issues including the ventilation and moisture issues.

### **E. Capital Project Update Report**

Dave Ford, Public Works Director, addressed the Board. Mr. Ford read the Capital Projects Update Report of 5/12/17 (see attached sheet). He stated these projects incorporate the last seven years.

Linda Murray questioned Article #8 Effluent Disposal. She asked if we are using the RIB's and how much we were using them.

Mr. Ford stated last year we used a hundred thousand gallons per day and will probably stay at that usage until June 1<sup>st</sup> and then we will need to increase that by a little. Mr. Ford stated the spray lines are being set up and the pond is in a very good position with 50 percent capacity.

Pete Chamberlin, Finance Director, addressed the Board. Mr. Chamberlin stated there are four Non-DWP Capital projects. The first is the 2017 Foss Field Replacement Building with a budget of \$299,320.00 and a balance of \$290,214.50. The Electric Meter Upgrades has been a going project since 2013. The meters need to be purchased and then installed.

Dave Bowers questioned if Little Barndoor Island was included with Barndoor Island.

Mr. Chamberlin stated he was not sure.

Mr. Owen stated he thought that the AMR meters had been installed on all of the islands because they were already operational.

Mr. Chamberlin stated the Sewall Road Voltage Conversion is wrapping up and the conversion day was yesterday, Tuesday, May 16<sup>th</sup>. The balance on that project is \$34,368.82.

Mr. Chamberlin stated the 390 Line Survey and Engineering project was awarded to HEB Engineering with a not to exceed budget of \$55,000.00. The survey work has been authorized and the purchase orders are pending.

### **F. NHDOT Paving Route 109 (Main Street)**

Dave Ford, Public Works Director, addressed the Board. He stated he met with NHDOT and the construction contractor regarding their project to pave Route 109 (Main Street) from Pickering Corner to the Tuftonboro town line. Mr. Ford explained the complexity of our crosswalks, tip downs and proposed ADA dome plates and requested they waive that part of the contract. They stated that because funds are coming from the Feds, that



any crosswalk that is impacted by the overlay would have to be brought up to ADA standards. The Assistant District Engineer, Bill Rollins, offered to delay the overlay from Pickering Corner to Sewall Road until 2019, thus allowing the Town time to fund, design and rebuild the sidewalks from the buildings to the curb line. Mr. Ford state we have the choice to delay which would require us in two years to appropriate money to engineer and to resolve the issues with the sidewalks but the project could grow in size and then it could be delayed even more. Mr. Ford suggested taking the overlay because it would improve the driving surface for a few years. He stated the NHDOT's strategy is not to rebuild the roads but to overlay the roads. Mr. Ford stated really the road needs to be rebuilt and this project is very important for the Town because it will determine what the Town will look like for the next one hundred years. He suggested going with the overlay at this time. He stated the planning of the project would probably take 7 to 10 years. Mr. Ford asked for the Board's opinion.

Linda Murray agreed with Mr. Ford. She stated the project would contain a lot and we really need to think how we want our Main Street to look. Ms. Murray stated she thought we should take our time and design it properly and have the public have a lot of input on how it looks. Ms. Murray stated she would like to take the overlay and spend the time to design it right by getting the water line done as well.

Chairman Freudenberg agreed.

Brad Harriman stated he agreed. He asked Mr. Ford if the overlay was taken would the width be 24 feet wide.

Mr. Ford stated 26 feet wide.

Brad Harriman asked if Mr. Ford was planning on leaving the strips between that and the curbing alone for right now.

Mr. Ford stated we would have to because of the complications. He stated some of our curb reveal has dropped down to only 3 inches. He stated it would be a safety issue.

Brad Harriman asked if they were willing to grind the whole edge to blend the pavement in.

Mr. Ford stated they will grind a strip that they will tie into as part of the contract.

Mr. Harriman asked if the Town would still have to address the crosswalks and ADA stuff since we are not going all the way to the curb line.

Mr. Ford stated that it correct. The contractor that bid the number will have to make a best fit. Mr. Ford stated the engineer stated that 25 % of the crosswalks would be ok but the other 75 % would have to be best fitted.

Linda Murray questioned if the pad domes would have to be put in.

Mr. Ford stated yes.

She asked if we have any say if they go in or not and if they have to go on every one of our crosswalks.

Mr. Ford stated correct.

Ms. Murray stated that is a lot of lighting for this community.

Mr. Ford stated not lights, but the little bubble domes in the crosswalks.

Ms. Murray stated not the big lights and said ok. She thanked Mr. Ford.

Mr. Ford stated not the lighted domes.

Dave Senecal asked about the drainage going up the hill on Main Street. He wanted to know if the catch basins would be part of this project.

Mr. Ford stated the catch basins are our responsibility. There will be a second contract separate from this to address these issues. Mr. Ford stated NHDOT told him that they would see that funds were appropriated.

Mr. Ford stated a maintenance agreement will have to be signed on the crosswalks and the project will be after Labor Day.

Mr. Ford stated he will tell NHDOT that we will take the overlay and continue to work on the Main Street project as we go forward.

**It was moved by Brad Harriman and seconded by Dave Senecal to approve NHDOT to go ahead with the overlay of Route 109 through the downtown area. Members voted and being none opposed, the motion passed.**

### **G. Scenic & Gravel Roads Public Forum Follow Up**

Dave Ford, Public Works Director, addressed the Board. He stated on April 6<sup>th</sup> the Public Works Department hosted a Public Forum on Scenic & Gravel Roads in Wolfeboro. He stated a lot of interested citizens and stakeholders came to the meeting. He stated there was a presentation on how the Town maintains the roads during the meeting. Mr. Ford stated there was a lot of good input from our stakeholders and all comments were written down. Mr. Ford explained he would like to summarize the most important issues and how they are going to address these issues. He stated the following:

**Issue #1:** Lack of detailed road standards and maintenance procedures

**The recommendation was:** Follow existing maintenance procedures as explained at the Forum and as detailed in minutes this year, develop standards and procedures for all road

maintenance by end of this year, for review by Board of Selectmen and Public in first quarter of 2018 and begin implementation by April 2018.

Linda Murray asked if Mr. Ford would be offering training for his staff. She asked if the training would be in-house training.

Mr. Ford stated yes they have already been working with the grader operators in terms of the grading of the road and the drainage. Mr. Ford stated Scott Pike would take the lead on this and he will be out with the crews working with them. Mr. Ford stated unfortunately our grader broke down so we will be a little delayed. Mr. Ford stated we will continue to train in-house and offer outside training at UNH. They are working on putting together a procedure manual so that will be used as well.

Ms. Murray stated she lives on a gravel road and one of the things that happened this year was the roads were not crowned properly or at least Brackett Road was not crowned properly. She stated this has caused big pot holes and puddles. Ms. Murray stated she knows there is a new grader operator and that is why she is asking about the training.

Mr. Ford stated there was someone that was new on that road this year and he did not work out and he is no longer with the Town. Mr. Ford stated he might have been plowing a little too heavy and caused some damage that has not been done in years past. Mr. Ford stated that was a lack of training for that operator and stated they will do better job in the summer. Mr. Ford stated summer is the time when they crown the road and in the winter time they knock the crown down.

Ms. Murray stated the road was never crowned. Ms. Murray stated so the operator will have in house training and Scott Pike will be working with that person to make sure he is trained properly.

Mr. Ford stated that is correct.

**Issue #2:** Follow up with individual stakeholders to review specific concerns

**The recommendation was:** Meet with property owners regarding their specific issue and develop reasonable solutions and time frames to implement. Any solution that would require significant time and budget could be brought to the Board of Selectmen for discussion.

Mr. Ford stated many of our roads were never designed and we have never really rebuilt any of the roads except for Trask Mountain Road. He stated he received a grant for that road to put some drainage in. He stated drainage is one of the most important things and the Town needs to work better with the property owners in the areas where drainage problems exist. He stated the Town needs to do a better job of erosion control.

**Issue #3:** Maintenance work on Scenic Roads

**The recommendation was:** This was one of the most discussed issues, relative to keeping Scenic Roads Scenic and we have the following recommendations:

- 1- Update Scenic Road list and maintain yearly.
- 2- We agree that the Highway crew needs to be more sensitive when working on Scenic Roads and maintain rural character of neighborhoods.
- 3- No significant construction without Public Notice, notice to abutting property owners and when applicable hold a Public Hearing with Planning Board.
- 4- Locate and identify all trees that have been hit by plow blades and make assessment as to removing them or protecting them. If they are to be removed, hold Public Hearing as required.

Mr. Ford stated he would like to discuss the width of the roads and the tree canopy in the roads. Mr. Ford stated any Highway crew person would like to see the right of way clear for many reasons. He stated it would be basically so there is a good travel way and nice forward and backward slopes. He stated any tree in the right of way could become a hazard for the driver if they go off the road. Mr. Ford stated trees can become a hazard with the weather we have here. He stated long term if we continue to just look at the beauty in the summertime of the trees then the right of way will start to close in and it will create a concern. He stated his opinion, Scott Pike's opinion and the Highway crews' opinion is to keep the right of way clear. He stated a lot of the stakeholders are concerned with maintaining the beauty of the trees. He stated he felt that if the trees are cut to expose those stonewalls and those stonewalls are maintained then that is really beautiful. He stated then we will have beautiful tree stands behind those stonewalls. Mr. Ford stated he felt a scenic road could still be beautiful even if the trees were taken out of the road. He stated there is not a solid policy on this so it should not be him that dictates this decision. He stated this is his opinion and the Highway crew would agree that a right of way needs to be cleared of all trees. He stated with the trees gone it lets the sun in to dry up the road and it helps the snow from falling off the trees. Mr. Ford stated it also helps with the power lines. Mr. Ford stated it is something we need to discuss and he would like to know the Selectmen's opinion on the matter.

Mr. Ford stated 99% of the time his men are not hitting trees but when they have been in a truck driving for a long time accidents do happen. He stated if the tree is too close to the wing then his opinion would be that the tree should be cut down. He stated these trees need to be looked at to see if they need to be removed. Mr. Ford stated there are pros and cons for removing these trees. He asked if there should be a Public Forum for tree canopy and the width of the road.

Linda Murray stated one of her biggest concerns is the way the Town is plowing on our smaller and scenic roads. She stated we have gotten larger trucks and the drivers are coming down the road with their plow and wing down. She stated the drivers can plow at one speed with the plow down and come back and clean up with the wing at a slower speed. She stated she felt there was less damage when the road was plowed this way and that on the smaller and scenic roads we should go back to this policy. She stated if she wanted a clear and wider road way then she would live somewhere else. Ms. Murray stated people make choices on where they live and if you live on a dirt road then you have to realize that you are going to have a narrow road, potholes, puddles, emergency

equipment is never going to come to you at the same speed that they can on other roads because they just can't go as fast on a dirt road and there will be dust. She stated people live in those areas because they want a certain look. She stated personally she wants the rural look and character of the roads and she does not want to see the roads widened. She felt the Town could be more careful when plowing. She suggested maybe buying a smaller truck with a smaller plow to put on it to use on the smaller and scenic roads.

Dave Senecal stated there are some regulations on scenic roads.

Mr. Ford stated the only rule he was aware of was no trees were to be cut or any damage was to be done to any stonewall without a public hearing with the Planning Board.

Mr. Senecal stated we need to finalize the list of the scenic roads.

Mr. Ford stated we know where they are.

Mr. Senecal stated he knew where most of them were also but the crews need to know which roads are designated as scenic roads. Mr. Senecal stated he did not disagree that trees were going to get scraped because telephone poles have also been hit by wings. He stated the list needs to be available to all the guys on the Highway crew.

Mr. Ford stated we have already committed to doing that and he felt they were in agreement on that but the idea that we are not going to use a wing, plow the travel way or not knock off the shoulder is where he disagrees with Ms. Murray. He stated he would like to know what the other Selectmen think about the width of the roads and if the road should not be plowed properly because it is a scenic road.

Brad Harriman stated every road is different because they each have their own character and issues whether it is trees, telephone poles or rocks and boulders on the side. He stated the list of scenic roads is important as discussed above. Mr. Harriman stated this past April's storm we had a thaw before the storm so most of the damage that happened to the dirt roads were because of that storm. He stated the plows picked up a lot of the sand and gravel and he is dealing with this in Ossipee too. He suggested on the smaller roads to keep them opened up but then when it is clear out to push the snow back at that time. He stated every road is a little unique so the drivers have to adapt to things that are in their way.

Chairman Freudenberg stated he agreed and it was an unusual year with the winter thaw. He stated what he thinks Linda is saying is more attention to detail is needed or at least an attempt to detail. He stated we all think the guys do a great job plowing and it was a crazy winter this year. Chairman Freudenberg stated the Town roads were maintained excellent for every snowstorm and that is a credit to Mr. Ford and his crew. He stated he felt more detail to the scenic roads was needed and that the residents wanted more care to be taken when these roads are plowed.

Brad Harriman stated he agreed with Chairman Freudenberg that the roads have been taken care of in Wolfeboro very, very well. He stated it is one of the top Towns in maintenance of winter plowing and the guys should be proud of what they have done.

Linda Murray stated she does not disagree with that but she is talking about the width of the gravel roads that were going to be plowed and how they are being plowed and what needs to be plowed. She stated her feeling is different roads need to be plowed at different widths. She stated a dirt road that is not highly traveled can be plowed at a different standard. She stated she supports our staff and has thanked them for what they do. She stated she is not saying that the staff is not doing a good job but is sharing what she sees and her experience. She stated she does think there are some changes that can be made and one of them is to answer the question of whether every road has to be plowed at the same width. She stated she would like the smaller and rural roads not to be plowed as wide.

Mr. Ford stated ok.

**Issue #4:** Drainage ditches, outlets, grading and erosion control

**The recommendation was:** We agree that these are significant issues, in which we have to do much better. Many of our gravel roads have difficult terrain, poor drainage and drainage outlets that are prone to erosion and build-up of winter sand and gravel. We will review our current practices against what are considered Best Management Practices (BMPs) for Gravel roads in New Hampshire and detail the BMPs in our proposed Road Standard and Maintenance Procedures. Note, this summer highway crew will focus on Stoddard, Bickford and Chick roads to improve the grading, drainage and outlets. We will not be able to correct all these drainage deficiencies in one year, could take many seasons.

Mr. Ford stated they are going to focus on some of the roads and try to implement the BMPs. He stated Scott Pike is going to work with the crew to show them what it is supposed to look like and pictures will be taken. He stated they intend to cover all 14 miles of gravel road but it is not going to happen in one season. Mr. Ford stated our focus this year will be on Stoddard, Bickford and Chick roads.

**Issue #5:** Lack of experience, poor maintenance and road condition in relation to our neighboring Towns.

**The recommendation was:** In general I believe our Highway and Public Works crews are as good, if not better than most municipal departments in the State. That being said, we could do better. I propose the following:

- 1- Increased training with equipment operators on BMPs in house and at the UNH T2 Center. Many of our employees have been through these courses, however, we have had a high turnover of Highway operators over the last few years and there is a need to make sure all new employees have the appropriate training.

- 2- The only fair way to address the comment that are roads are worse than other Towns or that we have poor maintenance is to have an independent third party consultant review our road conditions and maintenance and compare to other similar municipalities. If the Board of Selectmen is concerned about over level of service versus money spent, this type of Peer Review would provide an objective analysis. I believe we would fair very well, although as I stated above, we can always do better. This type of review would be in the cost range of \$20,000.00 to have a consulting group provide the Peer Review. At this time I am not recommending we do this, however the Board of Selectmen might want to discuss to see if you think it is necessary.

Mr. Ford stated we will do a better job of training. He stated our crew is better than most and we are all hardworking and dedicated workers. He stated he is proud of our roads and the Town should be proud of them as well. However, if the Board feels differently, then a Peer Review could be done.

Linda Murray stated she did not feel a need for this.

Dave Senecal stated he did not feel we needed to go in that direction.

Chairman Freudenberg asked if Scott Pike could oversee this. He stated Scott Pike knows the roads and it would be nice to have someone of that caliber and background to do the peer review and teach these guys how to do proper grating and plowing.

Mr. Ford stated as Assistant Director, Scott Pike has been put in charge of training and he will be working with Adam Tasker in developing the procedures manual. Mr. Ford stated he was more in charge of the Capital Projects and Scott Pike was in charge of operations and maintenance. Mr. Ford stated Scott Pike will be the person in charge.

#### **Issue 6: North Wolfeboro Road condition**

**The recommendation was:** North Wolfeboro Road is and has been a chronic problem for the Town. The road has inadequate road subbase, no drainage system and unique geology that make it prone to frost heaves. This year the frost heaves seem worse than they have ever been, creating a road hazard if one tried to drive the posted speed. The road heaves have settled out with the frost, however, something must be done. In 2010, the road was also in very bad condition and we installed a shim and overlay or about 1.5 inches of pavement, which returned the driving surface to an acceptable level. At that time we also replaced the cross culvert as low point to mitigate the amount of heaving around the culvert. In 2012, we followed up with a chip seal. Unfortunately, the pavement and chip seal have failed after 7 years. The road needs to be totally rebuilt, that is, provide a similar treatment as we did with Middleton Road, however, the cost to engineer, bid out and build the road so that standard could approach \$1,000,000.00.

Another approach (that some might consider drastic) would be to reclaim the road and return it to a gravel road, until we can budget for the proper reconstruction.

It should also be noted that there was concern raised by some property owners on North Wolfeboro Road that vehicles travel at a high rate of speed on this road now and if the travel surface was upgraded, vehicle speeds could become a greater problem.

Recommend discussing with BOS and based on your input, develop a short term and long term plan for the maintenance and rehabilitation of North Wolfeboro Road.

Brad Harriman stated it might not be a bad idea to look at returning North Wolfeboro Road to a gravel road until it can be fixed properly.

Linda Murray agreed and would like to see the process on how the road would be fixed.

Mr. Ford stated he would like to see a long term plan. He stated he asked Underwood Engineering to give him a price for assessing the 66 miles of road and for a long term plan. Mr. Ford stated he would like to revisit North Wolfeboro Road after he has heard from them.

Chairman Freudenberg stated he has heard from a lot of members of the public and would like them to be able to speak on this issue at the next Board of Selectmen Meeting and he asked that Mr. Ford attend the meeting as well.

Mr. Ford agreed.

Brad Harriman stated the motion for the Downtown Main Street Overlay Project was skipped so we need to go back to that.

**It was moved by Brad Harriman and seconded by Dave Senecal to approve NHDOT to go ahead with the overlay of Route 109 through the downtown area. Members voted and being none opposed, the motion passed.**

Dave Bowers stated he has spent a lot of time going over the roads in Wolfeboro. He visited Keewaydin Road after there had been discussion on that road. He stated the roads that have been rebuilt such as Forest Road and Middleton Road are excellent. He stated dirt roads are more pleasant to drive on than roads that had never been made over like Spruce Road or Keewaydin Road. He stated the roads also keep changing their names.

## **H. Water Asset Management Study**

Dave Ford stated he was letting Mike Unger, the project engineer from Underwood Engineer speak on this topic.

Mr. Unger showed a powerpoint presentation. (See attached sheet)

Dave Bowers stated he was a long term thinker but not everyone in Town feels this way. He stated more education is needed on the subject.



Mr. Ford stated right now we are funding our Vehicles & Equipment Capital outlay at one hundred and twenty thousand dollars a year and within our operations budget there is probably ten to fifteen thousand and about twenty thousand in the operations budget. He stated a capital reserve account could be set up to hold the rates where they are now and as the debt service drops to use that money to fund the capital reserve and then to do some of the smaller projects. Mr. Ford stated we are not at a critical point but it is something that we should start planning.

Mr. Ford stated we need to think about our seasonal lines. It is a discussion that we need to have because if those lines were eliminated then the money would be different because we would not have to be replacing them every thirty years.

Linda Murray stated if the seasonal lines are eliminated then they will need wells.

Mr. Ford stated he did not see that it was practical to extend the water lines out to some of those areas. He stated they would be given a certain amount of time to get a new water source. Also, good preventive maintenance is necessary.

Linda Murray stated she assumed that we had a simple computer system for our Asset Management so their plans are coming in on a spreadsheet.

Mr. Ford stated on a regular spreadsheet.

Linda Murray stated on an excel spreadsheet.

Mr. Ford stated yes but we are still looking at some software that would cost more money.

Mr. Ford stated a detailed rate study is being done this year for water and sewer rates.

Linda Murray asked if the hydrant fee would be looked at.

Mr. Ford stated we will be prepared to discuss the hydrant fees.

### **Old Business**

None

### **Other Business**

None

### **Town Manager's Report**

Mr. Owen stated the following:

The Lakes Region Planning Commission is having their annual meeting on Monday, June 26<sup>th</sup> and Governor Sununu is anticipated to be the keynote speaker. The event will be

held in Wolfeboro at the Wolfeboro Inn. He asked which Selectmen might be interested in attending so he can register them.

Linda Murray stated she would check her calendar and get back to him.

Mr. Owen stated our Electric Department has hired a new lineman. There were seven qualified applicants interviewed and Shane Pelliter from Bucksport, Maine was hired.

A check was received today from the Trustees of the Josiah W. Brown Trust in the amount of \$20,000.00 so we are ready to go with the new round of scholarships.

The clock faces have disappeared from the Town Hall Clock Tower. They were taken to the contractor's workshop and he will regild them. There has been some repainting and other minor work being done while the lift in present.

Linda Murray stated the lights were not positioned so the lights shine down on the clock face so she asked that when they put the hands back if they could fix that at the same time. The lights need to be reflecting on the clock properly.

Mr. Owen stated yes, he would do.

Mr. Owen stated the Town of Moultonborough has notified him that the next meeting of the Upper Lakes Board of Selectmen Group Meeting will be on Tuesday, June 6<sup>th</sup> at the Moultonborough Town Hall at 6:30PM. He asked the Selectmen if any of them were available to attend that meeting.

Dave Senecal, Linda Murray and Chairman Freudenberg stated they will attend.

### **Committee Reports**

Brad Harriman attended a Planning Board Meeting. He stated there was a final public hearing on a new showroom that Goodhue & Hawkins wants to build. They also talked about their Master Plan. He will be attending the Friends of the Libby Museum tomorrow night.

Dave Senecal attended the Water Summit Meeting.

Linda Murray attended the Chamber of Commerce Executive Board Meeting, an EDC Meeting as the alternate, the Water Summit Meeting and the Dock Committee Meeting.

Dave Bowers attended the EDC Meeting. He stated there has been a lot of discussion about Wolfeboro having a hotel that is able to accommodate more than 35 people. He stated there is no facility in Town that can hold a conference. They also discussed in addition to Wolfeboro being the Oldest Summer Resort that the EDC would like to emphasize that we are the third museum town in the State of New Hampshire.

Chairman Freudenberg stated tomorrow night he will be attending a Police Commission Meeting.

### **Questions from the Press**

None

### **Public Input**

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

Jonathan Hopewell, Resident of Jenness Farm Road in East Wolfeboro, addressed the Board. He stated his road is one of the designated scenic roads and it has an extremely low volume of traffic. He would like to address the importance of management of scenic roads. He would like the Board to use common sense when work needs to be done on a delicate scenic road. He stated these roads should be handled differently and trees should not be removed. He stated once scenic roads are damaged, they are scarred permanently. He urged all the Selectmen to visit these scenic roads so they could judge these roads themselves.

Dave Bowers stated visiting these roads is a very enjoyable experience and he recommends it highly.

Suzanne Ryan, Resident of Stoneham Road, addressed the Board. She handed Mr. Owen a packet that contained information on the Scenic Road Designation as voted by the Warrant Article for him to give to Mr. Ford, Mr. Sullivan and Mr. Muccio. She stated it is a record of accuracy. She also gave each member of the Board a packet stating her concerns. Some of the issues involved were the 2007 Master Plan with excerpts from Road Sections, Scenic Roads, Road Goals Matrix, Exhibit E (Vermont State Design Standard used for Master Plan prep), Exhibit G (American Association of State Highway Policy and Local Rural Roads general design used for Master Plan Road section), and Recommendations of Natural Resources and Road Goals. She stated scenic roads are to be treated with care. She asked if the Town was using the Master Plan created in 2013 for scenic roads and have we determined what mythology we want. There are different methods of maintenance and these methods need to be determined. She stated Mr. Ford and the BOS need to decide how these roads are determined. For example should it be worst roads come first or roads traveled the most. She stated this needs to be decided. She questioned if the Master Plan was being used. She stated she has asked Mr. Ford numerous times about how the order of road repairs is decided. She stated the Master Plan states trees and other scenic features should be preserved in order to allow Wolfeboro to remain attractive. It states to avoid widening existing Town highways and to continue to implement the State standard of Town Scenic Road Policy. She questioned if we have a Town Scenic Road Policy. She stated there is a way of hiring an outside firm that is not super expensive. She stated there is an American Association that claims every dollar spent to keep a road in good condition avoids six to fourteen dollars needed later to rebuild the same road once it has deteriorated significantly investing too little on a road repairs increases the future liabilities. She stated Stoneham Road is a good example of this. She stated there are roads that really need to be reconstructed. In summary, Ms.

Ryan stated she would like to respond to the article in the Granite State News on 4/17/17 where a young woman came in and addressed this situation. Ms. Ryan stated this woman is correct in saying Wolfeboro likes taxation without representation and suggested having a Town Meeting in June. Ms. Ryan agreed with Mr. Harriman when he said do it right the first time because maintenance is less in the long run. Ms. Ryan requests that the Board of Selectmen establish in 2018 a Town Warrant Article for a special capital reserve account specifically for major road reconstruction versus rehabilitation. Also, she requests a follow up meeting.

Dave Bowers stated you cannot vote in Massachusetts and also vote in New Hampshire and he did not think it feasible to move the Town Meeting to June. He stated the woman who spoke about Keewaydin Road suggested bonding as a method for paying for the roads. He suggested having a Committee set up for this and to allow Public Works to purchase a smaller plow.

Ms. Ryan stated she did not agree with bonding for major projects and stated the June Town Meeting was a suggestion to allow everyone to attend that pays taxes.

Virginia Taylor, Resident of Stoddard Road, addressed the Board. She showed the Board pictures of her property. She stated there is erosion, walls that are falling in and utility poles that are being compromised. She stated both Mr. Ford and Mr. Pike have been out to her property to look and she was told that in the spring the problems that they created would be fixed. She stated this is the third spring and she has seen nothing fixed. She stated to the credit of the Highway Department that the surface of her road is much better than it has been in the past.

Claude Rossiger, Resident of Stoddard Road, addressed the Board. He stated after the April 6<sup>th</sup> Meeting Mr. Harriman and him had exchanged words. He stated Mr. Harriman say it all begins with a philosophy. He agrees with Mr. Harriman and a philosophy is a vision of how the residents in a neighborhood want their roads. He asks how we were going to achieve the residents' objectives. Mr. Rossiger stated one of his favorite roads is Effingham Road. He stated this is about the character of our neighborhoods, where we live, our community and our property value because the roads now look like they are in shambles. He stated it is the residents that should have the major decision in deciding how they want their neighborhood to be. He stated this is a management issue and it does not need an expensive outside expert because we can write that protocol. He stated he was happy to hear the suggestion about forming a committee and some of the other suggestions the Board has made tonight. He stated the protocol has to be mutually agreed upon. The residents drive what they want, the Board of Selectmen represent them by giving the instruction and Town Officials execute. He stated he noted in Mr. Ford's memo that Mr. Ford would not discuss opinions that he did not agree with Mr. Rossiger stated it was an approach but he did not think it was the right approach. Mr. Rossiger stated to get to the best outcome different opinions need to be heard. He asked where the respect for the residents is because that is where this should begin. He stated there are RSA's that have not been respected and one of those was when the Public Works

Department decided to widen the roads of Wolfeboro with no authorization. He stated the solution is to begin not with expert opinion but begin with a small committee of residents and citizens that put together a good faith report of what they see. He stated the protocol is the definition on how we want these roads to look. He suggested that all work be held off unless it is maintenance until the committee is formed. He liked the suggestion of having Mr. Pike responsible for the roads because there should be a supervisor who attends to the roads. He stated at the April 6<sup>th</sup> meeting a follow up technical meeting was promised so he would like to see this happen. He stated the residents and taxpayers have a right to decent attractive roads for their tax money, a right to have their views considered, heard and implemented because the residents govern the Town of Wolfeboro.

Chairman Freudenberg thanked Mr. Rossiger and stated a committee should be formed.

Mr. Owen stated a follow up meeting will be scheduled.

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

The Board re-entered public session at 9:38 PM.

**Linda Murray moved the Wolfeboro Board of Selectmen to seal the minutes of the May 17, 2017 non-public meeting. Brad Harriman seconded. Roll call vote, Chairman Freudenberg – yes, Linda Murray – yes, Brad Harriman – yes, Dave Senecal – yes, and Dave Bowers – yes. Being none opposed, the motion passed.**

**It was moved by Chairman Freudenberg and seconded by Dave Senecal to adjourn at 9:39 PM. Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain