

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Unapproved  
November 20, 2019

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

**Staff present:** Town Manager Jim Pineo, Finance Director Troy Neff, Libby Museum Director Alana Albee, Library Director Cindy Scott, Police Captain Mark Livie, MED Director Barry Muccio and Recording Secretary Michele Chamberlain

Chairman Senecal opened the meeting at 6:30 PM.

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

Mr. Pineo stated a non-public session is not needed.

**Consideration of Minutes**

Chairman Senecal asked for approval from the Board of the October 9, 2019 Budget Meeting Minutes.

**It was moved by Paul O'Brien and seconded by Brad Harriman to accept the minutes of October 9, 2019 as amended. Members voted and being none opposed, the motion passed.**

Chairman Senecal asked for approval from the Board of the October 10, 2019 Budget Meeting Minutes.

**It was moved by Paul O'Brien and seconded by Linda Murray to accept the minutes of October 10, 2019 as written. Members voted and being none opposed, the motion passed.**

Chairman Senecal asked for approval from the Board of the October 28, 2019 Budget Meeting Minutes.

**It was moved by Brad Harriman and seconded by Paul O'Brien to accept the minutes of October 28, 2019 as amended. Members voted and being none opposed, the motion passed.**

Chairman Senecal asked for approval from the Board of the October 30, 2019 Budget Meeting Minutes.

**It was moved by Brad Harriman and seconded by Paul O'Brien to accept the minutes of October 30, 2019 as written. Members voted and being none opposed, the motion passed.**

Chairman Senecal asked for approval from the Board of the November 5, 2019 Budget Meeting Minutes.

**It was moved by Linda Murray and seconded by Paul O'Brien to accept the minutes of November 5, 2019 as written. Members voted and being none opposed, the motion passed.**

Chairman Senecal asked for approval from the Board of the November 6, 2019 Regular Meeting Minutes.

**It was moved by Brad Harriman and seconded by Dave Bowers to table the minutes of November 6, 2019. Members voted and being none opposed, the motion passed.**

### **Public Hearings**

#### **A. Temporary Event Permit**

**i. Wolfeboro Rotary Club to hold Annual Christmas Tree Sale Fundraiser starting November 29th, 2019 to December 22,2019 at the Clark Museum Barn at 233 South Main Street on Thursdays to Sunday, 10:00 AM to 4:30 PM. Permit #1957**

Chairman Senecal opened the public hearing.

Ed Gillespie, Representative of the Wolfeboro Rotary Club, addressed the Board. He stated they would like to sell Christmas Trees at the Clark Barn again this year. The sale days will be on Thursdays through Sundays in December.

Chairman Senecal closed the public hearing.

**It was moved by Dave Bowers and seconded by Brad Harriman to grant a Temporary Event Permit to the Wolfeboro Rotary Club to hold Annual Christmas Tree Sale Fundraiser starting November 29th, 2019 to December 22,2019 at the Clark Museum Barn at 233 South Main Street on Thursdays to Sunday, 10:00 AM to 4:30 PM. Permit #1957. Members voted and being none opposed, the motion passed.**

#### **B. Acceptance of Unanticipated Funds**

**i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, November 20th, 2019 at 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire for the acceptance of unanticipated funds for an amount greater than \$10,000 in accordance with RSA 31:95-b III (a), to accept unanticipated funds from The Friends of The Libby Museum in the amount of \$50,000, raised from The Biber Foundation for the Feasibility Study and Technical drawings to restore and build a rear addition to The Libby Museum.**

Chairman Senecal opened the public hearing.

Julie Jacobs, Vice President of the Friends of the Libby Museum, addressed the Board. She stated the Friend of the Libby Museum is a 501c3 and we are working with the Town in a partnership to restore the Libby Museum. We are pleased to turn over to the Selectmen a check for \$50,000.00. These funds were donated by the Biber Foundation to the Friends of the Libby Museum for the feasibility study to restore the Libby Museum. These funds supplement the funds given to the Town by the Betty Scroth Trust in 2018. The Friends are extremely thankful for the generosity of the Biber Foundation and their committee in supporting the preservation of the Libby Museum. We are preserving Doctor Libby's collection and saving this museum that was given to the Town in 1936 which is now the only and oldest natural history museum in New Hampshire. She presented the check for \$50,000.00 to the Board of Selectmen.

A picture was taken for the newspaper.

Chairman Senecal closed the public hearing.

**It was moved by Linda Murray and seconded by Dave Bowers to accept unanticipated funds for an amount greater than \$10,000 in accordance with RSA 31:95-b III (a), to accept unanticipated funds from The Friends of The Libby Museum in the amount of \$50,000, raised from The Biber Foundation for the Feasibility Study and Technical drawings to restore and build a rear addition to The Libby Museum. Members voted and being none opposed, the motion passed.**

### **Bulk Vote**

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

- i. November 8, 2019
- ii. November 15, 2019

**It was moved by Linda Murray and seconded by Brad Harriman to accept the Bulk Vote. Members voted and being none opposed, the motion passed.**

### **Board Appointments**

#### **A. Douglas W. Smith – Energy Committee- Member**

Doug Smith addressed the Board. He stated he has been an alternate member of the Energy Committee and would like to become a full time participating member.

Mr. Bowers stated Mr. Smith participates in a lot of committees in Town.

**It was moved by Dave Bowers and seconded by Paul O'Brien to appoint Douglas Smith to the Energy Committee as a member for a term expiring on March 2022. Members voted and being none opposed, the motion passed.**

Ms. Murray reminded Mr. Smith that he needed to go to the Town Clerk's office to be sworn in.

## **New Business**

### **A. Wolfeboro M.E.D. RGGI Rebate Reimbursement V**

Barry Muccio, MED Director, addressed the Board. He stated a condition of eligibility to receive NHPUC, RGGI rebates we are required to rebate our customers with excess monies received from RGGI auction proceeds. The amount calculated for a rebate is \$0.004935/kWh which will commence for the month of December 2019 and continue through February 2020. The average customer will save \$2.50 to \$3.00 a month.

**It was moved by Paul O'Brien and seconded by Linda Murray to accept the RGGI Rebate credit of \$0.004935kWh for the months of December 2019, January 2020 and February 2020. Members voted and being none opposed, the motion passed.**

Mr. Muccio stated the rebate will be for the meters read during those months.

### **B. Wolfeboro M.E.D. Net Metering Program**

Barry Muccio, MED Director, addressed the Board. We have been working with the Energy Committee and met with many different consultants. We worked with some students from Dartmouth as well. We participated in a ten year long pilot program and we have received a lot of data and learned a lot about net metering. The three big revisions to the program are 1) proposing to increase the capacity that would allow each individual customer to interconnect with the change from the existing 25kWh to 100 kWh. 2) rebate customers if they have excess generation and we will no longer rebate or credit them the full cost of the delivery and generation of electricity in excess we are backing out the distribution costs. The reason is because we are buying power at a cheaper rate than we are crediting our customers. 3) at the end of the year if a customer has a credit we will be issuing a check. The Energy Committee has been given a copy of the draft and they participated in the process. He asked for the Board's acceptance of the program.

Chairman Senecal questioned when it would be implemented.

Mr. Muccio stated he was hoping for January 1, 2020. A question that was asked was if we would grandfather existing customers and we will not be proposing to do that.

Chairman Senecal questioned if everyone would have to fill out a new application form.

Mr. Muccio stated no it would just supersede the prior policy.



Ms. Murray stated there is someone in the audience that would like to speak to this. She questioned if the Board was okay with letting him speak.

The Board agreed.

Doug Smithwood, Resident of Wolfeboro, addressed the Board. He stated he was on the Energy Committee in 2016 when we did the solarize Wolfeboro program. He read the following information for the record: (See attached sheet)

He stated if this program is adopted it will kill solar energy.

Chairman Senecal stated there is a big difference between NH Coop and Eversource as far as their rates, \$18.00 compared to our \$14.00.

Mr. Smithwood stated NH Coop is similar to Wolfeboro. We can do whatever we want with our rates. In New Hampshire we have regulated utilities and the Coop. Members own the Coop and they can do exactly what they want with their reimbursement rate. They don't have to allow solar and neither do we. They gave very low reimbursement rates.

Ms. Murray stated she would abstain. She has solar panels and this will affect her financially.

Mr. Smithwood stated Mr. Muccio made it sound like the Energy Committee voted unanimously for this program but it was a split vote. He stated when people signed a contract for net metering they assumed it would be honored into perpetuity. He was upset that they would not be grandfathering people because every other utility has honored their existing solar generators.

Mr. O'Brien stated our penetration for solar in the State of New Hampshire is 1%.

Mr. Smithwood stated it is half of 1% in this Town.

Mr. O'Brien stated we have about 42 or 43 total installations in this Town. This has gone from 40 to 43 in the past 10 years. He questioned why we would not just buy rex. As a country we would want to get our renewable energy up. Mr. Muccio priced Rexs to cost 12 to 13 cents per panel.

Mr. Smithwood stated it comes down to if you want to buy your renewable energy out of State or if you want to have internal renewable energy resources. If it is internal it provides more reliability.

Mr. O'Brien stated he understood and he deeply respected Mr. Smithwood's argument. We are 0.47 which is less than half of 1%. We made a promise to ourselves that we were going to cut our 75 million kW by 50% over ten years. We are not even close.

Mr. Smithwood stated that is ten times the solar amount in the next ten years.

Mr. O'Brien stated our grid coming into Town on the 390 line is running at 99.94%. This means we are only down a couple of hours a year. He felt they should start by adjusting the rate and talk about buying Rexs. If we are going to get serious about reducing greenhouse gas emissions then everyone needs to be in. He suggested asking customers if they would like to spend another 2 cents to buy Rexs. The southern part of the State allows customers to buy Rexs on their bill. He stated he was keen on supporting Mr. Muccio's proposal at the moment.

Ms. Murray stated the Energy Committee talked long and had a lot of discussion on grandfathering. She felt the consensus was that we were okay in not grandfathering those who had previous contracts. It was not promised in the prior contract that this would stay. We did a lot of research on this and this was the general consensus.

Mr. O'Brien agreed. He stated the amount of money we are talking about is a few thousand dollars. He stated he heard the same thing Ms. Murray did.

Ms. Murray stated there were a lot of people there that had solar on their houses.

Mr. Smithwood stated the Town is the only one in the entire State that is not grandfathering. He stated people will not have faith in you if you change your contract.

Ms. Murray stated a contract was signed stating it was a pilot so that means they are reserving the right to change it. When we signed the contract we knew it was a pilot and we knew it may not stay the way it was.

Mr. Smithwood stated he looked at his contract and taking legal action would be cost prohibited. He asked that the Town attorney review the information. He stated they were right they probably had the legal capability of doing this but also in there it stated you would be able to keep your kilowatts which are also being changed. The one size all does not fit! He would like the Board of Selectmen to look over the spreadsheet that he provided. If this policy is adopted then it will kill solar in this Town except for very large arrays. You won't remember that I told you so.

Chairman Senecal stated our own notes that it is not just in Wolfeboro that solar is dropping off. It is dropping off all over the State.

Mr. Smithwood stated if we kept our current net metering policy we have low rates. If we adopt this new program it will kill it completely. The federal tax credit will go down next year. If you want to promote solar within the Town you would at the very least need to keep the current policy. This new net metering policy will kill solar energy in this Town!

Chairman Senecal stated we never had power coming into Town because we generated our own but then diesel fuel and other costs went so high so we put in the 390 line. We have been around this a few times and we still have low rates. There is a four dollar difference between us and Eversource. Everything is getting more expensive and he is not sure solar is the answer to everything.

Mr. Muccio stated Mr. Smithwood stated our low rate is holding us back from growth. He stated if the credit percentage is looked at and not the rate we were almost identical. The new policy almost makes it identical to others on what the percentage is that we rebate customers. He stated he would never change our low rate in exchange for increased solar capacity. It is not feasible. We will never reach a 50% saturation rate with roof top solar and the biggest component is demand. Solar does nothing for the demand.

Mr. O'Brien stated this is a passionate discussion and it is great to have this. New Hampshire's rates are 6 out of 50 so one would think since our prices are so high for electricity that we would be all over solar energy. We are not! Our base load rate might go down some more which will put downward pressure on solar adoption. He stated we need to find a way to get half of our energy from renewable resources. We need to figure out how we ask the voters. We need renewable energy. We need to figure out a way to get to our 50% objective. In the current net metering policy Mr. Muccio buys power for 10 cents and sells it to people for 13 cents. The 3 cents in between he uses to buy for trucks, tree trimming and keeping us whole. In our current net metering policy we pay customers 14 cents. We buy it for 10 cents and sell it for 13 cents and the net metering customer today gets 14 cents, that problem does not scale. This basically says the more you buy in net metering the more MED pays. It is a subsidy and we are trying to adjust back to where we were. Mr. O'Brien stated he was in support of this net metering policy. He thanked Mr. Smithwood for his passion.

Mr. Smithwood stated the subsidy that you are talking about sounds like we are actually getting more. It is not true. We are getting the full retail and it is the same as what is going out. Solar helps in the capacity market. It does not help in the demand and we will not be able to fix that if you pass this policy. Solar energy will be smooshed with this new policy. Solar does not require a fuel source and it does not produce pollution. The way to do this is not just by residential and commercial but also to do a very large municipal level that way we would be locking in the rate for twenty or twenty-five years. This would offer stability.

**It was moved by Brad Harriman and seconded by Paul O'Brien to adopt the Wolfeboro Net Metering Policy that Mr. Muccio presented to the Board tonight which would be effective January 1, 2020. Linda Murray abstained. Members voted and being none opposed, the motion passed.**

Mr. Harriman stated a factor that was not discussed was people that have the solar arrays on their houses are also saving money on their electric rate on their bill because they are not buying their electricity. This is another portion which was not even talked about tonight.

### **C. Finance-Revenue and Expenditure Report**

Troy Neff, Finance Director, addressed the Board. He discussed the following information:



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*Board of Selectman Meeting  
Presentation  
November 20, 2019*

October 31, 2019 Financial Overview of Expenditures

Fund Name	Target Budget Funding Rate	Current Expense Rate	Variance
General Fund	83.333%	83.546%	-5.213%
Water Fund	83.333%	82.845%	.48%
Electric Fund	83.333%	58.400%	24.933%
Sewer Fund	83.333%	89.295%	-5.962%
Pop Whalen Fund	83.333%	73.865%	9.468%
Overall Expend-To-Date Rate	83.333%	76.944%	6.389%

### October 31, 2019 Financial Overview of Revenue

Fund Name	2018	2019	Variance
General Fund	\$18,755,762.98	\$19,601,165.02	\$845,402.04
Water Fund	\$1,476,532.50	\$1,414,888.06	\$61,644.44
Electric Fund	\$8,603,755.22	\$8,153,592.24	\$450,162.78
Sewer Fund	\$1,532,508.00	\$1,469,690.91	\$62,817.09
Pop Whalen Fund	\$151,109.81	\$119,812.87	\$31,296.94
<b>Total 2018 to 2019 Compare</b>	<b>\$30,519,668.51</b>	<b>\$30,759,149.10</b>	<b>\$239,480.59</b>

Ms. Murray stated on page 3 there is no NH Meals. She questioned if that comes in quarterly or once a year. She was surprised we had not received this yet.

Mr. Neff stated it typically comes in once a year.

Ms. Murray questioned the Federal HRSA Health Insurance Refund for \$992,000.00. Is this a misprint or error?

Mr. Neff stated he would have to look into it.

Ms. Murray stated it looks awful big for us to not have anything.

#### **D. Wolfeboro Public Library Construction Update**

Cindy Scott, Library Director, addressed the Board. She stated this project has been going on for about a year now. We started in October last year and are excited that the project is coming to an end. She presented the following slideshow: (See Attached Sheets)

Ms. Scott stated we anticipate the project will be done by the end of the year and we expect to close for 2 ½ - 3 weeks in early January to move everything back. We will be getting some new furniture in January and we are reusing a lot of the old furniture. Most of the new furniture is going into the children's area. We expect to reopen the Wolfeboro Library on January 21, 2020. It is not etched in stone but we are definitely getting close. She stated she will be happy to go back to being a librarian and hang up her hard hat.

Ms. Murray thanked her for the update.

### **E. Libby Museum- Alba Architects proposal**

Alana Albee, Libby Museum Director, addressed the Board. She thanked the Friends of Libby for their support of the project. The architect from Alba Architects, Phil Bennett is here tonight to give a detailed look at the plan. Ms. Albee provided a brief background summary. She stated since 1956 the Libby Museum has been maintained and operated by the Town. It was given to the Town free of charge by probate court because the descendants of Doctor Libby could no longer manage it. Doctor Libby's wished were that the museum be open each summer for viewing by any interested party. It is almost 108 years old. The museum was built from timber from Rattlesnake Island. It has no heat or insulation. It is uniquely ventilated from the lake through the crawl space and up hollow walls. This is one of our challenges in terms of what we face now with the moisture problem. The Libby Museum is the oldest and only remaining Natural History Museum in New Hampshire which makes it a very special place. We have a special link with the Smithsonian Museum Conservation Institute for artifact assessing and we are cleared by the Department of Interior to accept rare birds and mammals. This is a unique position to be in. We have a high level clearance in accepting items. We have been offered a very large North American Collection from a local resident. We are also currently talking to Ms. Lauber about the late Bruce Lauber's collection of mammals as well. We hope we will be able to accept these gifts. We have been given small collections of Lake Winnepesaukee fish and birds. The collection now is over 200 items. It has finally been electronically inventoried and it includes rare and irreplaceable items. The items have been donated by generations of people that still visit and ask for their collections every summer. We applied recently for a grant from Dana Hamill, a summer resident from Tuftonboro Neck Road. He came in to see if his fish were still on the wall in the museum. The building itself has many challenges. It was originally and most recently assessed in 2000 when it was stated that restoration would be needed. We had various things done and a building inspection done by Bergeron Engineers which lead to improvements to the septic because the museum was not code compliant. They recommended the improved tie rods to help improve the walls and bracing of the general design. In 2012 and 2013 we asked Bergeron Engineers to see if the walls were still moving. In 2017, the Board of Selectmen approved Tyvek covers for the collection to save them from the moisture and approved to install fans with the hope of reducing the moisture. Sadly, this has not worked. The most recent engineering study done in June was to look at the feasibility in terms of restoration for the museum. This study was done by structural engineers and they said the walls are cracked and out of plum, under the floor concrete spacing is too large and some has settled, the crawl space is moist and has mold and rot and the southwest side of exterior the foundation is cracking. They concluded it does not meet New Hampshire codes for floor and roofing snow loads. The cracks in the foundation indicate that it does not have adequate protection. Immediate reaction is needed which we did some of this summer. We were told not to have large groups this summer so we did not have large groups this summer in the museum after midsummer. It is recommended that we reinforce the whole floor, install ventilation, install diagonal bracing and reinforce the roof framing. These are significant recommendations by the structural engineers. The architects have done a great job designing a plan that will save the current Libby Museum and enable us to accept the generous donation of the North American mammals which requires that we have temperature control to museum standard. She thanked the Biber Foundation and the



bequest of the Betty Scroth which allowed all of this work to happen in several months since June.

Philip Bennet, Architect from Alba Architect, addressed the Board. He gave a detailed report. (See attached Report)

He stated he did not have a final cost yet but they will continue to work and have interaction with the Town to develop a cost by March. Construction costs are very volatile and they have been going up significantly. The number in this report could change between now and March. He stated there is still time to go out to bid and get a number that a contractor could be held to and it could be added into the warrant article or presented as a realistic number so the voters will know what they are voting on.

Chairman Senecal stated he had a couple of questions about the Cobb Hill Construction and the exclusions. The exclusions are Fire Alarm System, Period Correct Wood Framed Windows, Winter Conditions, Generator, Removal, Storage, and Re-installation of existing Exhibit items and Professional services (Architectural/Civil/Structural Engineering). The fire alarm system has an addendum on the next page for \$6,999.00. There will be winter conditions because the project will not be finished in one summer.

Mr. Bennett stated yes, it depends on the Town vote. Cobb Hill estimated they would finish this project in nine months. He felt that timeframe would be very aggressive but they are the experts on that and if that were the case the building would be wind and water protected.

Chairman Senecal stated the exclusions are pretty big items and all of the stuff is going to need to be stored somewhere.

Mr. Bennett stated some of the soft costs are included in the \$125,000.00. The soft cost is not being presented as a final figure because we were not exactly sure what the Town required. We received a number for the Town Clerk of Works but it was extremely expensive but it will need to be added in the mix.

Chairman Senecal stated we do not know the percentage of increase will be. We do not know what construction costs are going to be in the next year and a half.

Mr. Bennett stated most contractors are showing a 6 to 8 percent increase per year. This is why we feel strongly about getting this to a bid standard so it can be presented to the voters as a real article.

Chairman Senecal questioned how much longer before he would have the figure.

Mr. Bennett stated he would anticipate going out to bid the end of January and having the bids back by the end of February.

Ms. Murray stated that will not work because we need it for the Deliberative Session.



Chairman Senecal stated we won't have time for a warrant article.

Ms. Murray stated we need it by February 4<sup>th</sup> for the Deliberative Session because that is the last time we do changes to warrant articles.

Mr. O'Brien stated this needs to go before the voters. He questioned if Mr. Bennett would be putting something together that shows what needs to get done in a certain sequence so we can all look at it and see where we are at any given time.

Mr. Bennett stated he could.

Mr. O'Brien stated it would be a good idea. He questioned if they would be going to a site review with the Town.

Mr. Bennett stated we were told there was a minimum requirement for that but he was not completely sure.

Mr. O'Brien stated a site plan review should be done.

Mr. O'Brien stated he had a question under Site Works on page 2. What does no sums were carried mean?

Ms. Murray stated it means no money.

Mr. Bennett stated there was no money for the creation of the proposed new boat trailer park. It was not part of the project.

Mr. O'Brien questioned if we required fire suppression. Is that what a fire alarm system is?

Mr. Bennett stated no. They did not carry it because the building does not require a full fire alarm system but the Town may decide it is a good idea anyway.

Chairman Senecal stated on the site plan there is no reference to shoreline protection. He assumes it is within 200 feet of the water.

Mr. Bennett stated yes it is.

Chairman Senecal stated a portion of this would have to come under their purview.

Mr. Bennett stated yes.

Ms. Murray stated there is not a figure for the boat trailer parking. She stated she talked to Dave Ford and we cannot have anyone backing a trailer into a crossed road so this plan will not work. Is the Town supposed to do the parking lot?

Mr. Bennett stated the cost in the budget approves for the parking lot to be done within the contract but it was just a suggestion. Mr. Bennett stated that particular sketch was not part of the project. It was just a suggestion.

Ms. Murray questioned if trees were there because they would need to be removed.

Mr. Bennett stated it would need to be cleared.

Ms. Murray stated that would be a cost to the taxpayer in this whole project.

Mr. Bennett stated yes and no. It was put in as an option should there be resistance to losing the boat trailers. We require the full space of the parking area to satisfy the Zoning Requirement.

Ms. Murray stated she understood but this is one of our commercial docks where people put in their boats and trailer parking is significant here. If we are going to put this project through we need to figure this out.

Mr. O'Brien stated we will need to solve the parking problem.

Ms. Murray stated it needs to be part of the project because it will have a significant cost.

Mr. O'Brien stated he did not know you could not back up into a street.

Ms. Murray stated she asked Mr. Ford but they can check to make sure it is correct.

Mr. Bennett stated finding a new location for the boat trailers was not an original part of the contract but we included the suggested spot because we thought it was a wise idea.

Mr. O'Brien stated it came up in the CIP discussion.

Mr. Bennett stated he felt it was providing parking spaces for the facility.

Ms. Murray stated she just wanted everyone to realize there was going to be a cost. The cost will be different if we have to take down trees. She stated she realizes it was not part of what they had to do.

Mr. O'Brien stated but it should be costed out because it will need to go into the warrant article.

Ms. Murray agreed. We need a number for the warrant article and we need a number on what we are going to be asking the taxpayers to support. What will the bond be? What will the bond payment due to the cost of carrying the project? We need to get a handle on this. Ms. Murray questioned if they would be getting more information on the commitment from the Town.

Mr. Harriman stated the Friends of the Libby Museum have been talking about fundraising. Ms. Albee has put out a lot of requests for grants and we are waiting to hear back about them. We are hoping to have a realistic number by the end of December so we could work on a warrant article.

A large part of it is with the Biber Foundation grant which will be 2/3rds of the cost of the expansion and not the renovation part. We will need to have that figure.

Mr. O'Brien stated when this is done everything will be remedied that was found in the 2017 survey. We will be fixed.

Mr. Bennett stated yes, we hope so.

Mr. O'Brien stated an asset management plan will be needed. We will need to have in the succeeding years some sense of what we should be doing in terms of capital on the building. He questioned if Mr. Bennett would be providing this to the Town.

Mr. Bennett stated it was something they could discuss.

Mr. O'Brien stated this will be a substantial investment and it will need capital to keep it going otherwise stuff happens.

Mr. Bennett agreed.

Mr. O'Brien stated this information will be helpful so we know what is needed to keep it in a fixed situation.

Mr. Bennett stated we did make a start of that by including an anticipated running cost breakdown but it does not include being opened longer or other items that could be changed. There were very minimal changes made with very little effort so it would not change. It is clear there are more opportunities for further revenue options which would need to be discussed with the Town.

Ms. Murray stated at some point we need to look at raising the admission fee and what we would gain by doing it. We might be able to offset some of the costs that we will have and we will need an asset management plan. She questioned if there was a collection that needed to be upgraded and a cost that would be associated with it.

Ms. Albee stated there is always an ongoing cost of preserving and restoring items. We are behind the eight ball in preserving some of Doctor Libby's original items but there are substantial federal grants for such unique items if they are in conditioned space. We can not apply for these grants now because the items are not being preserved subsequently.

Mr. O'Brien stated that is part of running a museum and all of that stuff costs operating money but the fixing further exhibits is capital in addition to keeping the building.

Ms. Albee stated those things have historically fallen under the Friends of the Libby.

Mr. O'Brien stated he wanted to articulate all of the things that we need to get in a capital plan into a fixed condition. Then we would have a rolling forward capital in addition to startup capital.

Ms. Albee stated she understands the need for that but that is what a sound business asset management plan would contain.

Ms. Murray stated we need that for the collection. She reviewed some paperwork and the last real report she had was talking about how to address an unheated facility. At the time it was not one of our critical assets and everything was falling apart so we did little things to help us along the way so it didn't fall down. It really was the North American Collection that pushed us to start thinking about something long term like a heated facility. She stated supports Wolfboro for being a museum town and she supported the feasibility study. She understands that we started with one architecture and he has done an excellent job coming in late to put all this material together but we do have a timeline and we are going to have to move this forward to sell it to the public. We are going to need all of our pieces inline which she does not feel like she has them quite yet. She is concerned about the moisture on the exhibits. She would like to look into raising the admission for visitors. She would like to get a figure on how we are going to address trailers because it is a commercial spot. She is concerned about how much money we will have to borrow and whether we can sell it. It looks like it will cost at least \$2.7 million dollars. What will we be asking the taxpayer for? What will this add to the budget? She loves the Libby. She went there as a child and she brought her children and grandchildren as well. She stated this is something that comes down to whether the taxpayers want it or not. The sooner we have a price then we can start looking at what the real cost is going to be.

Mr. Bowers stated it might be a good idea to have a pass for Wolfboro residents.

Ms. Albee stated we do have a membership for families.

Alan Harding addressed the Board. He stated the current condition of the Libby Museum presents a potential loss of both the building and its contents due to a number of factors, as described in the Existing Conditions Assessment. He questioned how the Board felt about this statement.

Chairman Senecal stated he worked on the building many years ago and it has not been kept up at all and same with the exhibits. It is an asset and it is something we need to bring up to speed. He is in favor of backing the program and making it into a year round facility. Some of the stuff is not replaceable.

Mr. Harding stated the Libby Museum is a wreck and it is not going to last so that is why we have this agreement that you signed back in June it sets timelines to establish numbers that we need. This is a partnership between us and the Town. There are two parts to this the expansion and a renovation. We are dealing with the expansion which is essential to the success of the renovation. We need an area for the exhibits. The donors of the \$200,000.00 exhibits do not want their collection in storage. In terms of a business plan it seems like there are all types of capabilities. He felt the prices could be raised and stated it would be worth it! We have the only Natural History Museum in New Hampshire and we have the means to present it! We see this as a winner! We are pretty good at investments. In the agreement that was signed we were supposed to get a plan. This needs to be done! The architectures have come up with some

numbers and maybe we need to push them to get specific numbers that you need. We are flexible with the date although he does not want to go out five or ten years. The date could be extended in weeks.

Chairman Senecal stated the date would be around February 4<sup>th</sup>. He stated Mr. Harding needs to know the cost of the addition and we need to know that figure as well so we can deduct that amount from the total cost. This is the number that Ms. Murray has been asking for so we could have a warrant article to raise all the money first. If we know the number that the taxpayer is responsible for it will be easier to sell it. We need to fix out how long to bond the project or if we are just going to pay for it.

Mr. Harding questioned who is going to fix this out.

Chairman Senecal stated the architect is going to put some more numbers together. If he separates it out then he can give the number to the Town and the Foundation.

Mr. Bennet stated we talked about going out to bid by February 4<sup>th</sup>.

Chairman Senecal stated that is not feasible.

Mr. Bennett stated we can break down the costs that we have already given you to show the cost of the expansion versus the renovation.

Ms. Murray stated yes, we need that information.

Chairman Senecal stated we need the amounts so we have a net cost for the taxpayer.

Ms. Murray stated we need to start selling this now to the taxpayer. It is a lot harder to sell if you don't have the figures. This takes a while to do. We have a presentation in January. We start discussing the warrant articles next month. We need to have this all together so we can show this is an important investment. This is how we get a warrant article passed. She is willing to take a shot at it but we need to know the amount.

Mr. Harding stated he understands. Who is in charge of it?

Ms. Murray stated the Board of Selectmen puts the presentation together with the staff. We will have Ms. Albee help us. She stated she would like to raise the price of admission to get more revenue.

Mr. Bowers stated if there are positive recommendations it will be easier. He stated letters to the Editor help a lot.

Mr. Harding stated he is not worried about it. He knows how this will play out. We are flexible if the Board can not adhere to the January 6<sup>th</sup> date. He would like to see some forward motion with the architect to come up with the necessary terms for the agreement.

Chairman Senecal agreed. We have more information than we have had for some time and there are some questions that need to be answers. We need a total cost and the architects need to divide it up. We do not have all the information yet. We need to get something. If we get the information in a timely fashion we can act pretty quickly. The Board is in favor of this because we do not want to lose the building.

Mr. Harding stated it would be crazy to lose the building.

Chairman Senecal stated we need some numbers. We want to back this project but it needs to get moving.

Mr. Harding stated we want this to work!

Lauren Hammond addressed the Board. She stated she was the previous Director of the Libby Museum. Ms. Albee is not being paid to do this project and this should be resolved. It is a big project. She is writing grants and doing a lot of work. The Friends of Libby are happy to do whatever we can but without her leadership we would not be where we are today. Since 1956 not a lot has been done so the \$2.7 million dollars isn't that bad.

Chairman Senecal thanked everyone for their time and effort.

Ms. Murray stated in the next month we will start drawing up warrant articles and then we will vote if we want to move forward with a warrant article.

Mr. Harding stated he would like a vote.

**It was moved by Chairman Senecal and seconded by Paul O'Brien to continue on with the support the Libby Museum. Members voted and being none opposed, the motion passed.**

Ms. Murray stated he would like a written letter.

Mr. Harding stated yes.

Mr. O'Brien stated we need a project plan. We need some time to evaluate it. We need to know the stuff that needs to be done so we know what is on plan and what is off plan. We need the plan ASAP.

### **Other Business**

Chairman Senecal stated there is going to be a committee change. He stated he will be the representative to the Police Commission and it will start tomorrow.

### **Committee Reports**

Linda Murray attended an EDC Meeting on Tuesday and the police talked about parking problems that we are having in Town. Chief Rondeau talked about having kiosks and that they are no longer allowed to mark tires. Ms. Murray would like to have a Parking Committee to look



at parking issues in Town. Ms. Eaton has just purchased a second trolley and she is working on getting the parking lot in the Arts Center so she can run a trolley down into the Town every half hour. This will help keep extra cars out of the Downtown area and will help with energy. Ms. Murray attended an Energy Committee Meeting and there have been a lot of membership changes. We are getting a work plan based on the Master Plan and we are looking at getting subcommittees together to get some of the work completed. The Special Events Committee of the EDC has been meeting and there is a flyer out for Last Night in Wolfeboro. She thanked all the sponsors from the business community. Ms. Murray attended the Chamber of Commerce Board Meeting and a number of Budget Committee Meetings.

Dave Bowers attended a Library Committee Meeting and he is helping two people write books on the history of Wolfeboro.

Chairman Senecal stated he has not had any meetings.

Brad Harriman attended a Planning Board Meeting. We had a public hearing about the Pavilion. The Cooks are going to restore the building and put in a restaurant, some office space and apartments. He attended the Friends of Libby Museum. We are working on fundraising. There was a Wolfeboro Community Television Meeting but he was unable to attend.

Paul O'Brien thanked the department heads and Jim Pineo for all their hard work on the budgets. He attended a Carroll County Broadband Meeting. The next meeting will be in Wolfeboro on December 12<sup>th</sup> at 10:00 AM.

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

Mr. Pineo stated the following:

He thanked Mr. O'Brien for the kind words. The department heads have done a phenomenal job with their budgets. They know their budgets inside and out.

The employee holiday party is scheduled for December 6<sup>th</sup> at the Cider Press.

He asked if the Town offices could be closed at noon time on December 31<sup>st</sup> because of the activities happening in the Town Hall for Last Night in Wolfeboro.

The Board agreed.

The January Board meetings should be moved to January 8<sup>th</sup> and January 22<sup>nd</sup> because of New Year's.

The Board agreed.

He introduced the new Fire Chief, Norman Skantze. He has been the fire chief in the towns of Gilmanton, Bristol and currently in Swanzey. He will be starting November 27<sup>th</sup>.



Mr. Skantze introduced himself and thanked the Board for the opportunity to serve the Town of Wolfeboro.

**Questions from the Press**

None

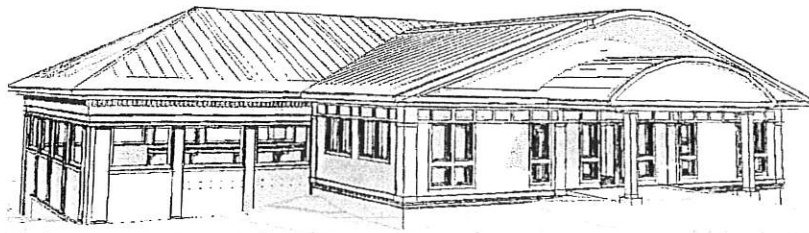
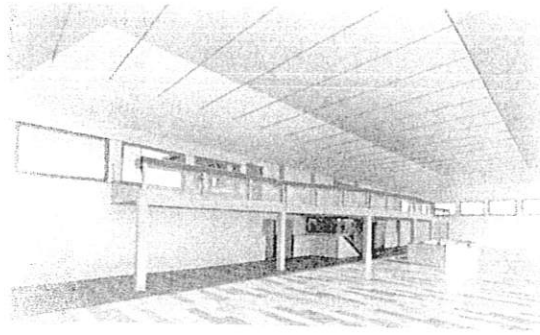
**Public Input**

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

None

**It was moved by Dave Senecal and seconded by Paul O'Brien to adjourn at 9:10 PM.**  
**Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain



**alba architects llp**

WINDMILLER AND THE BUILDING ENVIRONMENT

Alba Architects llp • PO Box 185, 137 Main Street • North Woodstock, NH 03262 • tel: 603.745.4770 • [www.albaarchitects.com](http://www.albaarchitects.com)

**LIBBY MUSEUM**

755 NORTH MAIN STREET, WOLFEBORO, NH

ASSESSMENT REPORT BUDGET SUPPLEMENT

04 NOVEMBER 2019

member of the American Institute of Architects  
member of the US Green Building Council

alba architects • a limited liability partnership • stuart j anderson & philip m bennett

## PROLOGUE

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*The Libby Museum was constructed in 1912, founded and designed by Dr. Henry F Libby, in consultation with Boston architect C. Howard Walker. In accordance with Dr. Libby's bequest, the museum was placed under the governance of the Town of Wolfeboro, and in 1956 a trust formed of the town selectman was implemented, in accordance with Dr. Libby's wishes, to maintain and open the museum each summer for viewing by any interested party. The museum has been maintained and operated by the town since that date.*

The Libby Museum has been recognized on the National Register of Historic Places by the Department of Interior (National Register Information System ID #98000690) since June 29, 1998.

## PREFACE

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The following document is supplemental to the Existing Conditions Assessment Report for the Libby Museum.

This document summarizes the goals of the previous report; provides a more detailed budget prediction for associated repairs, upgrades and addition; and carries out running cost comparisons of the existing facility with that of the completed proposed renovation works and addition.

The report should be read in conjunction with the completed construction drawings and specification, as provided by the design team: Alba Architects; HEB Engineers; Environmental Design Services; and Cobb Hill Construction.

The running cost comparisons are based on historic running cost of the facility during the year of 2019. Projected mechanical, electrical and plumbing cost are based on a fully conditioned facility maintained throughout the year, with anticipated hours of operation similar to that of the current seasonal facility. (Additional cost associated with a year-round facility would be primarily additional lighting and power cost only.)

0.0 CONTENTS

PROLOGUE

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APPENDIX II	CONSTRUCTION SPECIFICATION
APPENDIX III	CONSTRUCTION SOFT COST ESTIMATE
APPENDIX IV	ENERGY MODELING REPORT

## 1.0 PROJECT GOALS

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### 1.1 Preservation of Existing Facility and Contents

*The current condition of the Libby Museum presents a potential loss of both the building and its contents due to a number of factors, as described in the Existing Conditions Assessment.*

### 1.2 Provide Year-Round Conditioned Space

*Both the building and its contents are deteriorating due to significant fluctuation of relative humidity in the building and will not last if not maintained in a more controlled environment. Insuring the continued existence of both is vital for the town of Wolfeboro to satisfy its responsibilities as museum trustees.*

### 1.3 Provide Additional Storage for Recent Exhibit Additions

*Existing storage space is limited and required some off-site storage. Two recent additions of further exhibit material will require increased storage needs.*

### 1.4 Provide Additional and Varied Display Space

*Increases in available exhibit material requires additional space for further display of items and would offer opportunities for revolving display and increased interest/increased admissions.*

### 1.5 Create a Self-sufficient Facility

*The long-term goal of the facility is to create a self-sufficient museum that can carry out its continuing mission without further financial support from the general funds of the town of Wolfeboro.*

## 2.0 ANTICIPATED CONSTRUCTION COST BREAKDOWN

---

Certain assumptions have been made during the estimating process which may or may not reflect the most cost-effective means and methodology, as determined by the bidders during a competitive bid process. These assumptions could offer additional savings or expenses which at present cannot be verified. The following are examples of such and the design team's interpretation of the impact on the construction estimate in this document.

### FOUNDATION REPAIR/REPLACE:

The design team determined there were potentially two ways to repair/replace the existing foundations. The cost analysis carried out by the estimating consultant (a potential bidder) determined the best product, and potentially quickest method, would be to raise the building on cribbing and replace the entire foundation system on three sides, as well as introducing a new slab to the crawl space. This is a change from the preliminary budget presented by this consultant, and differs from that of the details shown in the construction drawings. Further consideration could be addressed in the bidding process.

### ROOF FINISH/SHEATHING DEMOLITION:

The roof demolition cost includes the removal all roof board-sheathing, as well as finishes and asbestos abatement.

A potential savings may be possible, removing only the lower 4' of board sheathing, to be replace with a filler product, and new structural sheathing over the whole roof. This could offer time and building-protection savings during the demolition process.

### ROOF INSULATION:

The estimating consultant determined that, in their estimation, carrying out full spray foam install to roof would be a better product and quicker process for achieving the required performance. This element differs from that of the original estimate and that of the construction drawing details. A potential savings is possible, with a similar performance outcome.

### SEPTIC SYSTEM-TANK RELOCATION AND RECONNECTION:

The relocation and reconnection of the septic tank to its final location has assumed the existing tank is in good condition and can be retained. Additional cost may be necessary if the tank is not as anticipated.

### WINDOW SASH REPLACEMENT:

The estimate includes replacement of existing windows with a vinyl double-glazed sash, as proposed by the estimating consultant's sub-contractor. Verification of acceptability will be dependent on outcome of historical grant funding application and review by LCHIP officers. Other options remain in consideration.

### SITE WORKS:

The estimate includes for additional tree clearing and reconfiguration of parking area. These works could be carried out by the town, to offer additional savings on construction cost. No sums were carried for the creation of the proposed new boat trailer park.

### LIGHTING:

The lighting design proposed in the preliminary drawings utilized for pricing indicated the optimum installation for the facility, offering maximum flexibility in lighting options. Further development of lighting layout, and input from bidding subcontractor could provide potential reductions in lighting costs.

November 1, 2019

Libby Museum  
755 North Main Street  
Wolfeboro, NH 03894

Reference: LibbyMuseum

Cobb Hill Construction is pleased to submit a proposal for the work located at 755 North Main Street, Wolfeboro, NH.

This proposal is based on our interpretation of means and methods of construction to provide the expected finishes. To perform the work as requested, Cobb Hill will proceed with development services to finalize the scope of work that will be provided.

\*This Proposal is valid for 30 days  
The Scope of Services is as follows

Libby Museum – Wolfeboro, NH \$2,458,320.00

Areas of work based on alba architects llp layouts Progress Structural 10/24/19, Libby Museum Elect Redline 10/11/19, MECH Progress 10/11/19, PLUMB Progress 10/11/19, Luminaire Cuts 10/11/19, ELECT Progress 10/11/19, Wolfeboro Libby Museum UPDATES 10/04/19, Libby Site Update 10/04/19, North Entry Roof Framing 10/10/19.

- 1) Provide General Conditions services for the management of the project, included but not limited to site supervision, project management, periodic and final clean up, safety, temporary protections, material handling, permitting, clerical services, temp toilets, temp facilities, telephone needs, and as-built services and Performance and Payment Bonding
- 2) Clear trees and build parking lot per plan and place boulders accordingly.
- 3) Provide interior demolition throughout for proposed layout including trenching for new under slab lines and new plumbing.
- 4) Jack up, dig out crawlspace for new foundation/slab, and supply supports to bring building back into plumb.
- 5) Provide demolition of existing asbestos asphalt/metal roof.
- 6) Provide new concrete footings, frost walls, slab as required for addition.
- 7) Provide new frost walls on 3 sides of existing building.
- 8) Provide new slab on grade under existing building.
- 9) Add new wall, on 3 sides of existing main area, on top of existing plaster wall.
- 10) Provide framing and finishes for new construction of mezzanine addition.
- 11) Supply and install framing for new metal roof over addition.
- 12) Supply and install new metal roof, sheathing, venting on existing building.
- 13) Supply and install spray foam insulation throughout building as required.
- 14) Supply and install spray foam and batt insulation in roof to get R49 rating.





- 15) Seal and insulate crawl space.
- 16) Supply and install new LVL's to be "sistered" to existing main floor beams.
- 17) Supply and install new 2x6's and sister to existing roof framing.
- 18) Supply (1) new store front at main entrance.
- 19) Supply and install new double-glazed windows in place of existing single pane.
- 20) Supply and install new double-glazed windows for addition.
- 21) Supply and install new Stucco exterior to addition to match existing.
- 22) Provide new interior and exterior paint as required.
- 23) Supply and install (1) chair lift.
- 24) Supply and install new doors as required.
- 25) Supply and install Sheet Vinyl flooring in Exhibit Storage, Restrooms, and Wet room
- 26) Supply and install LVT flooring in Display, Electrical, Break, Office, Storage, and Multipurpose room.
- 27) Supply and install new Wood flooring in Mezzanine and North Reception.
- 28) Refinish existing flooring in Main Area.
- 29) Seal concrete floor in Mechanical room.
- 30) Supply and install new bathroom accessories.
- 31) Supply and install stairs from Main area to Mezzanine addition.
- 32) Supply and install custom glass railing system for stairs and Mezzanine.
- 33) Supply and install custom display cases on Mezzanine railing.
- 34) Supply and install new counter tops, base and wall cabinets.
- 35) Provide plumbing as follows:
  - a) Demolition of existing
  - b) Trenching for water supply to be moved below frost line.
  - c) New water piping and insulation.
  - d) New plumbing fixtures as shown.
- 36) HVAC scope to include:
  - a) Demolition of existing HVAC system.
  - b) Supply and install new HVAC system per BOD and Mech Progress drawings.
- 37) Electrical as follows:
  - a) Electrical and Fire Alarm permitting.
  - b) Demolition of existing electrical system.
  - c) Supply and install all new electrical system and utility hook up.
  - d) Provide new lighting as required.
  - e) Provide smoke alarm system

#### Exclusions

Fire Alarm System  
Period Correct Wood Framed Windows.  
Winter Conditions  
Generator  
Removal, Storage, and Re-installation of existing Exhibit items.  
Professional services (Architectural/Civil/Structural Engineering)



Cobb Hill Construction, Inc.

215 North State Street Concord, NH 03301 Tel: 603.224.8373 Fax: 603.224.8375 [www.cobbhill.com](http://www.cobbhill.com) Email: [info@cobbhill.com](mailto:info@cobbhill.com)

Add Alternates:

Add \$4,841.00 to include laminated safety glass for Chair Lift

Add \$6,999 for Fire Alarm System

Please feel free to contact me with any questions regarding this proposal.

Sincerely,

Jerry Kingwill

An Award Winning Commercial and Residential Construction Company  
Providing Construction Excellence Since 1986



Description	Quantity	Labor Amount	Material Amount	Subcontract Amount	Equipment Amount	Other Amount	Total Amount
<b>MASONRY</b>							
6000.00 WOOD & PLASTICS				8,000			8,000
6100.00 Rough Framing							
6100.02 KD Framing - USE THESE							
6170.00 Prefabricated Trusses		8,480	64,288	130,000			202,768
6180.00 Pre-Engineered Lumber			1,143				1,143
6210.00 Interior Finish Carpentry			6,705				6,705
			2,838				2,838
<b>WOOD &amp; PLASTICS</b>			30,033	43,786			73,819
270.192 Labor hours		8,480	105,007	173,786			287,273
<b>THERMAL &amp; MOISTURE PROT</b>							
7000.00 Division 7 Subcontractors				50,000			50,000
7000.01 Dampproofing: VapBarrier				7,337			7,337
7192.00 Stucco System (EIFS)				18,850			18,850
7250.00 Metal Panel roofing				118,125			118,125
7400.00				194,312			194,312
<b>THERMAL &amp; MOISTURE PROT</b>							
0.38 Labor hours							
<b>DOORS &amp; WINDOWS</b>							
8000.00 Division 8 Subcontractors				51,226			51,226
8000.01 Entrances / Storefronts		19,235	35,500	6,200			6,200
8800.00 Glass & Glazing				43,800			43,800
		19,235	35,500	101,226			155,961
<b>FINISHES</b>							
9000.00 Division 9 Subcontractors				74,948			74,948
9250.00 Gypsum Wallboard				39,047			39,047
9550.00 Wood Flooring				12,490			12,490
9600.00 Resilient Flooring-LVT/VCT				53,371			53,371
9900.00 Painting				179,856			179,856
<b>FINISHES</b>							
10000.00 Division 10 Subcontractors				2,200			2,200
10522.00 Fire Extinguishers & Cab		600	1,600	1,200			1,200
10800.00 Toilet & Bath Accessories		600	1,600	1,200			3,400
<b>SPECIALTIES</b>							
12000.00 Division 12 Subcontractors				42,741			42,741
12000.01 FURNISHINGS				42,741			42,741
<b>FURNISHINGS</b>							
14000.00 Division 14 Subcontractors				25,739			25,739
14200.00 Elevators				25,150			25,150
14400.00 Lifts/Scaffold				50,889			50,889
<b>CONVEYING SYSTEMS</b>							
15000.00 Division 15 Subcontractors				66,950			66,950
15400.00 MECHANICAL				244,550			244,550
15800.00 Plumbing HVAC							

Description	Quantity	Labor Amount	Material Amount	Subcontract Amount	Equipment Amount	Other Amount	Total Amount
MECHANICAL							
16000.00	ELECTRICAL			311,500			311,500
16001.00	Electrical Complete			229,890			229,890
ELECTRICAL				229,890			229,890
* unassigned *							
5,146.205	Labor hours	212,633	146,987	1,666,440	54,815	26,668	2,107,544
6,119.91	Equipment hours						

## Estimate Totals

Description	Amount	Totals	Hours	Rate	Cost Basis	Cost per Unit	Percent of Total
Labor	212,633						
Material	145,987		5,146.205 hrs				8.61%
Subcontract	1,676,590						5.95%
Equipment	54,815		6,119.910 hrs				67.87%
Other	26,668						2.22%
	<u>2,116,693</u>	<u>\$ 11,000</u>					1.08%
Contingency	84,708			4.000 %	C		3.43%
	<u>84,708</u>	<u>2,201,401</u>					3.43%
Overhead	165,180			7.500 %	T		6.69%
Profit	66,072			3.000 %	T		2.67%
	<u>231,252</u>	<u>2,432,653</u>					9.16%
Bonding	36,505			1.500 %	T		1.48%
Total		<u>2,470,158</u>					

## 3.0 CURRENT RUNNING COST BREAKDOWN

BASED ON 2019 BUDGET/RUNNING COST

STAFF SALARIES/EXPENSES:	\$31,047
TELEPHONE:	\$444
OUTSIDE SERVICES:	\$2,214
ELECTRICITY (LIGHTING, FANS, COMPUTERS, POWER LOAD):	\$750
WATER:	\$194
OFFICE EQUIPMENT MAINTENANCE:	\$300
BUILDING/CONTENTS INSURANCE:	\$855
PRINTING:	\$400
DUES/SUBSCRIPTIONS:	\$204
ADVERTISING:	\$1,483
OFFICE SUPPLIES/POSTAGE:	\$1,000
TRAVEL/MEETINGS:	\$210
EXHIBIT COSTS:	(PROVIDED BY FOTL)
PROGRAM COSTS:	(PROVIDED BY FOTL)
MAINTENANCE SUPPLIES:	\$1000
MAINTENANCE COST:	\$3,750
 TOTAL RUNNING COST:	 \$43,851



## 4.0 ANTICIPATED RUNNING COST BREAKDOWN

BASED ON 2019 BUDGET/RUNNING COST + 2% INFLATION

INTEREST (CONSTRUCTION COST BONDS/DEBT):	\$
STAFF SALARIES/EXPENSES:	\$31,668
TELEPHONE:	\$453
OUTSIDE SERVICES:	\$2,258
ELECTRICITY (HVAC/LIGHT/POWER):	\$13,250
WATER:	\$198
OFFICE EQUIPMENT MAINTENANCE:	\$306
BUILDING/CONTENTS INSURANCE:	\$1700
PRINTING:	\$408
DUES/SUBSCRIPTIONS:	\$208
ADVERTISING:	\$1,515
OFFICE SUPPLIES/POSTAGE:	\$1,020
TRAVEL/MEETINGS:	\$215
EXHIBIT COSTS:	(PROVIDED BY FOTL)
PROGRAM COSTS:	(PROVIDED BY FOTL)
MAINTENANCE SUPPLIES:	\$500
MAINTENANCE COST:	\$500
TOTAL RUNNING COST:	\$54,199

5.0 FACILITY EXPENDITURE VS. REVENUE OPPORTUNITIES

---

The following comparisons are based on no change in expenditure items other than building utility expenses and inflation, as noted previously.

Revenue increases are calculated based on noted goal, and achieved through one or more changes in anticipated entry prices, museum attendance numbers and available programs/program fee.

The purpose of these comparisons is not to determine methods for improvement of the business model, which would need much further analysis by qualified consultants, and is strongly recommended, but rather to determine, on the most expedient method, measures required to achieve the stated goal.

Anticipated Running Cost – Current Running Cost = \$10,348+/year

- 5.1 Goal 'A': No additional burden on town general fund subsequent to renovation and addition:

Based on 2019 Admission prices, attendance would need to be increased by 2070 adult -visitors per year (5139 total).

Based on 2019 Admission numbers, admission prices would need to be increased by \$3.37 per adult visitor (\$8.37 total).

- 5.2 Goal 'B': No required budget provided through the town general fund (a revenue/expenditure neutral facility)

Based on 2019 Admission prices, attendance would need to be increased to 10,840 adult -visitors per year (a 7,771-visitor increase).

Based on 2019 Admission numbers, admission prices would need to be increased to \$17.83 per adult visitor (a \$12.83 increase).

Note: In the current year, 2019, additional revenue was obtained through various programs and special events, retail sales and donations, that raised approximately \$10,900 additional funds. Should a similar or greater amount become available, without any significant museum program alterations, items 5.1 and 5.2 would be revised as noted below:

- 5.1 Goal 'A' achieved with no ticket price increase or increased admissions.

- 5.2 Goal 'B' achieved with:

-Attendance increased to 8660 adult-visitors per year (a 5591 increase)

Or

-Ticket prices increased to \$14.11 per adult-visitor (a \$9.11 increase)

## APPENDIX I

## CONSTRUCTION DRAWINGS

A 0.1	COVER SHEET	10.29.19
A 1.00	PROPOSED SITE PLAN	10.29.19
A 1.01	EXISTING FOUNDATION UPGRADES	10.29.19
A 1.02	PROPOSED ADDITION FOUNDATION	10.29.19
A 1.20	EXISTING MAIN FLOOR UPGRADES	10.29.19
A 1.21	PROPOSED ADDITION MAIN FLOOR	10.29.19
A 1.30	PROPOSED ADDITION/NEW MEZZ	10.29.19
A 2.1	REFLECTED CEILING PLANS	10.29.19
A 3.1	EXTERIOR ELEVATIONS 1	10.29.19
A 3.2	EXTERIOR ELEVATIONS 2	10.29.19
A 4.1	PROPOSED SECTIONS 1	10.29.19
A 4.2	PROPOSED SECTIONS 2	10.29.19
A 5.1	WALL SECTIONS-SHEET 1	10.29.19
A 5.2	WALL SECTIONS-SHEET 2	10.29.19
A 5.3	DETAIL -SHEET 1	10.29.19
A 9.1	WINDOW SCHEDULE	10.29.19
A 9.2	SCHEDULES	10.29.19
AX 1.01	FOUNDATION PLAN	10.29.19
AX 1.10	FIRST FLOOR PLAN	10.29.19
AX 1.20	ROOF PLAN	10.29.19
AX 3.0	EXTERIOR ELEVATIONS	10.29.19
AX 3.1	EXTERIOR ELEVATIONS	10.29.19
AX 4.0	BUILDING SECTIONS	10.29.19
E1	ELECTRICAL SITE PLAN	10.11.19
E2	ELECTRICAL LIGHTING MAIN AND MEZZ	10.11.19
E3	ELECTRICAL POWER AND SIGNAL	10.11.19
E4	ELECTRICAL DIAGRAM	10.11.19
M1	MECHANICAL AIR DISTRIBUTION	10.11.19
M2	MECHANICAL PIPING	10.11.19
M3	MECHANICAL DETAILS	10.11.19
M4	MECHANICAL SCHEDULES	10.11.19
P1	PLUMBING WASTE AND VENT	10.11.19
P2	PLUMBING DOMESTIC WATER	10.11.19
P3	PLUMBING DETAILS AND SCHEDULES	10.11.19
S1.01	FOUNDATION PLAN	10.24.19
S1.02	FIRST FLOOR FRAMING	10.24.19
S1.03	SECOND FLOOR/MEZZ FRAMING	10.24.19
S1.04	ROOF FRAMING	10.24.19
S5.01	STRUCTURE NOTES AND DETAILS	10.24.19
S5.02	STRUCTURAL DETAILS	10.24.19

APPENDIX II

CONSTRUCTION SPECIFICATION

(NOT COMPLETED AS YET)

## APPENDIX III

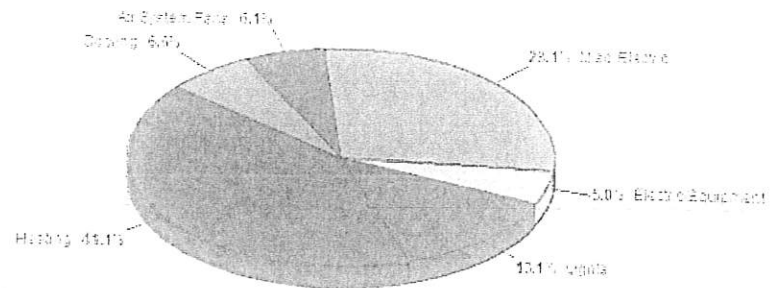
## CONSTRUCTION SOFT COST AND TOTAL CONSTRUCTION COST

<i>Project Soft Cost</i>		<i>estimate</i>
1.1	Consultant Fees (based on 12 month construction period) Architecture, Mechanical, Electrical, Plumbing, Structural Engineering	\$56,000
1.2	Inspection/Testing Fees	\$4000
1.3	Permitting	\$2000
1.4	Site Survey	\$2500
1.5	Exhibit Storage	\$50,000
1.6	Financing Fees	by others
1.7	Town Clerk of Works (if required)	TO BE CONFIRMED
1.8	Construction Insurance	COBB HILL
1.9	Furniture	\$6000
1.10	Phones/Computers	\$5000
1.11	Site Security	COBB HILL
1.12	Owner's Contingency	TO BE CONFIRMED
<b>SUB-TOTAL</b>		<b>\$125,500</b>

## APPENDIX IV

## ENERGY MODELING REPORT

Annual Component Costs - Libby Museum		
Year: 2015	Assumptions:	Electricity Rate: \$0.12/kWh
Building: 100,000 sq ft	Heating: 100,000 Btu/hr	Cooling: 100,000 Btu/hr



\* Annual Costs

Component	Annual Cost (\$)	Annual Cost (\$/hr)	Percent of Total
Air System Fans	700	0.127	3.1%
Cooling	800	0.127	3.3%
Heating	7,000	0.127	28.1%
Electric	0	0.127	0.0%
Heat Rejection Fans	0	0.127	0.0%
<b>HVAC Sub-Total</b>	<b>7,000</b>	<b>1.004</b>	<b>50.3%</b>
Electric	1,700	0.281	12.1%
Electric Equipment	200	0.033	1.3%
Heat Electric	3,000	0.033	10.1%
Heat Electric	0	0.033	0.0%
<b>Non-HVAC Sub-Total</b>	<b>4,900</b>	<b>0.338</b>	<b>45.2%</b>
<b>Grand Total</b>	<b>11,900</b>	<b>1.342</b>	<b>100.0%</b>

Note: Component costs are based on the 2015 energy use data.

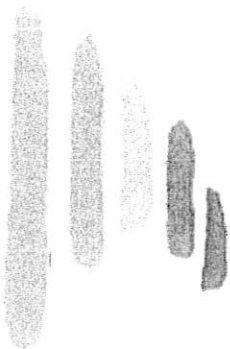
Grand Total (\$/hr) 1.342  
 Component Total (\$/hr) 1.342

Energy Budget by Energy Source - Libby Museum				
1. Annual Energy Loads				
Conservation	Load (kBtu)	Source (kBtu)		
Cooling Coefficient	70,872	70,872		
Heating Coefficient	212,347	212,347		
Grand Total	283,217	42,452		
2. Energy Budget by Energy Source				
Conservation	Site Energy (kBtu)	Site Energy (kBtu)	Source Energy (kBtu)	Source Energy (kBtu)
HVAC Conservation				
Electric	141,162	21,205	577,221	75,513
Natural Gas	0	0,000	0	0,000
Fuel Oil	0	0,000	0	0,000
Propane	0	0,000	0	0,000
Remote Hot Water	0	0,000	0	0,000
Remote Steam	0	0,000	0	0,000
Remote Chilled Water	0	0,000	0	0,000
HVAC Sub-Total	141,162	21,205	577,221	75,513
Non-HVAC Conservation				
Electric	12,347	18,521	155,152	27,443
Natural Gas	0	0,000	0	0,000
Fuel Oil	0	0,000	0	0,000
Propane	0	0,000	0	0,000
Remote Hot Water	0	0,000	0	0,000
Remote Steam	0	0,000	0	0,000
Non-HVAC Sub-Total	12,347	18,521	155,152	27,443
Grand Total	277,542	49,726	732,373	102,956

Notes:

1. Cooling Coefficient is the sum of all air conditioning equipment.
2. Heating Coefficient is the sum of all heating equipment.
3. Site Energy is the actual energy consumed.
4. Source Energy is the site energy divided by the electric generating efficiency (25.0%).
5. Source Energy for both cooling and heating is used.
6. Source Energy for both cooling and heating is used.
7. Source Energy for both cooling and heating is used.
8. Source Energy for both cooling and heating is used.
9. Source Energy for both cooling and heating is used.
10. Source Energy for both cooling and heating is used.

Grand Total: 732,373  
Conservation: 102,956

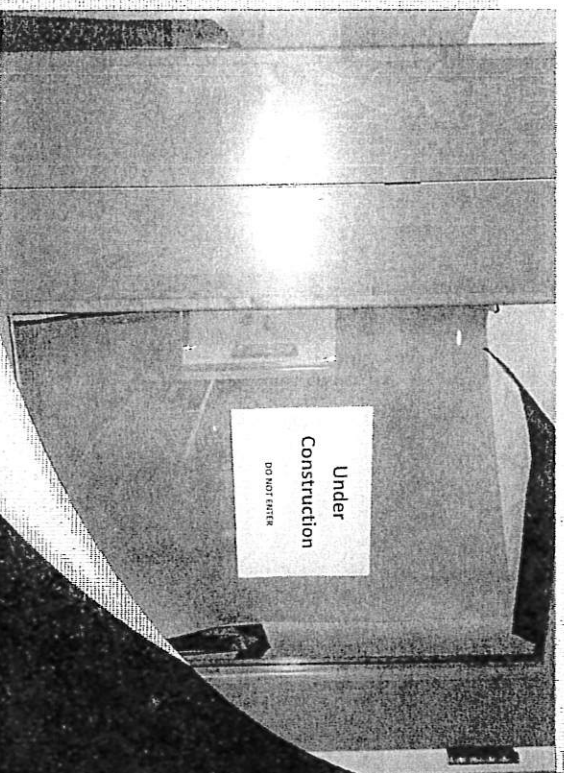


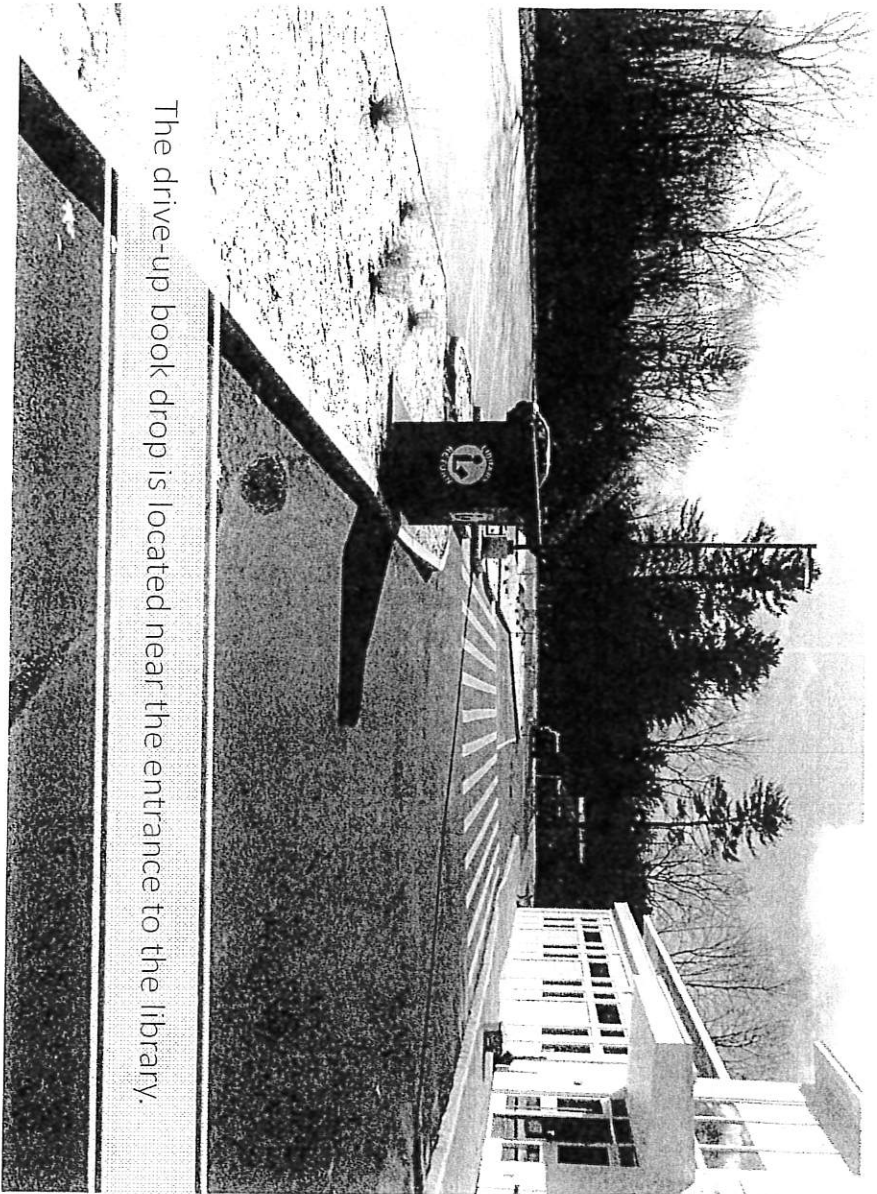
# Wolfeboro Public Library

Renovation Project Progress Report  
November 2019

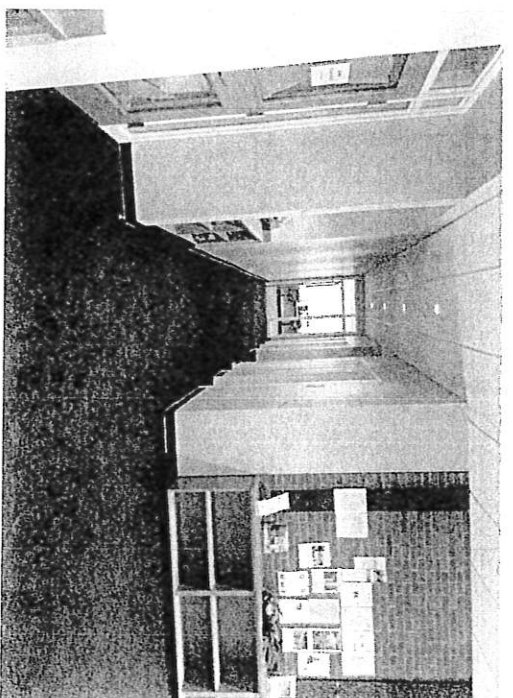
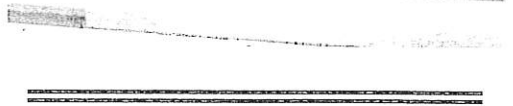
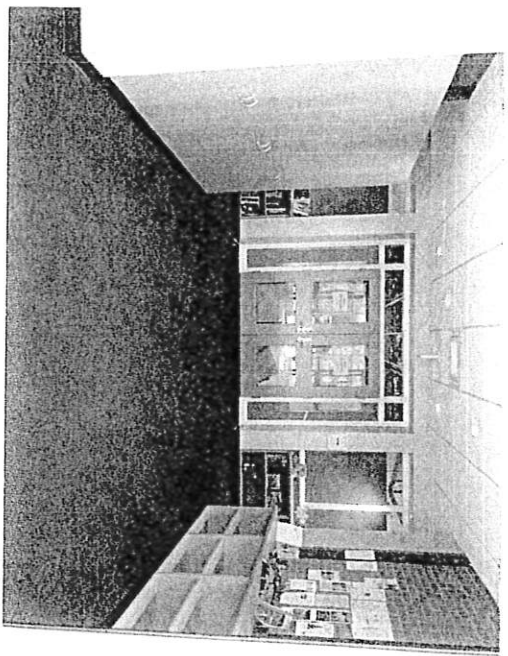


It may look like the library project is done from the outside, but construction continues in the original part of the library building. During this phase of the project, the library is OPEN and providing library services in the new addition at the front of the building.

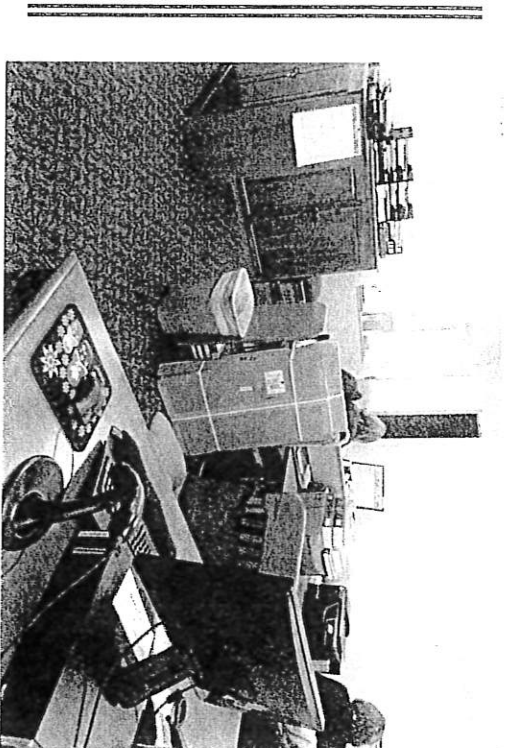
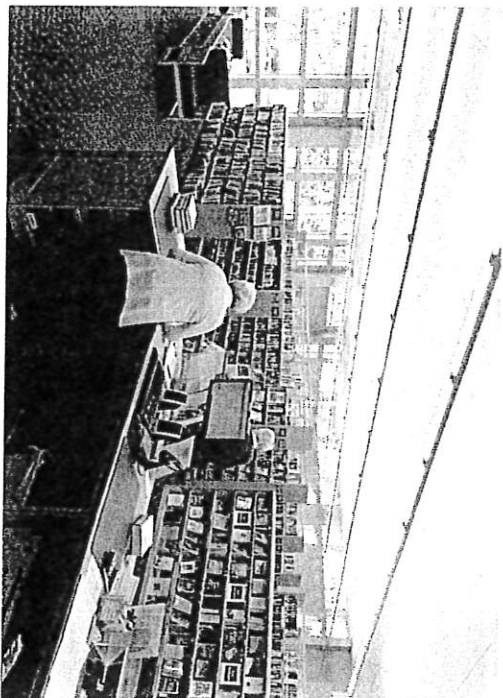




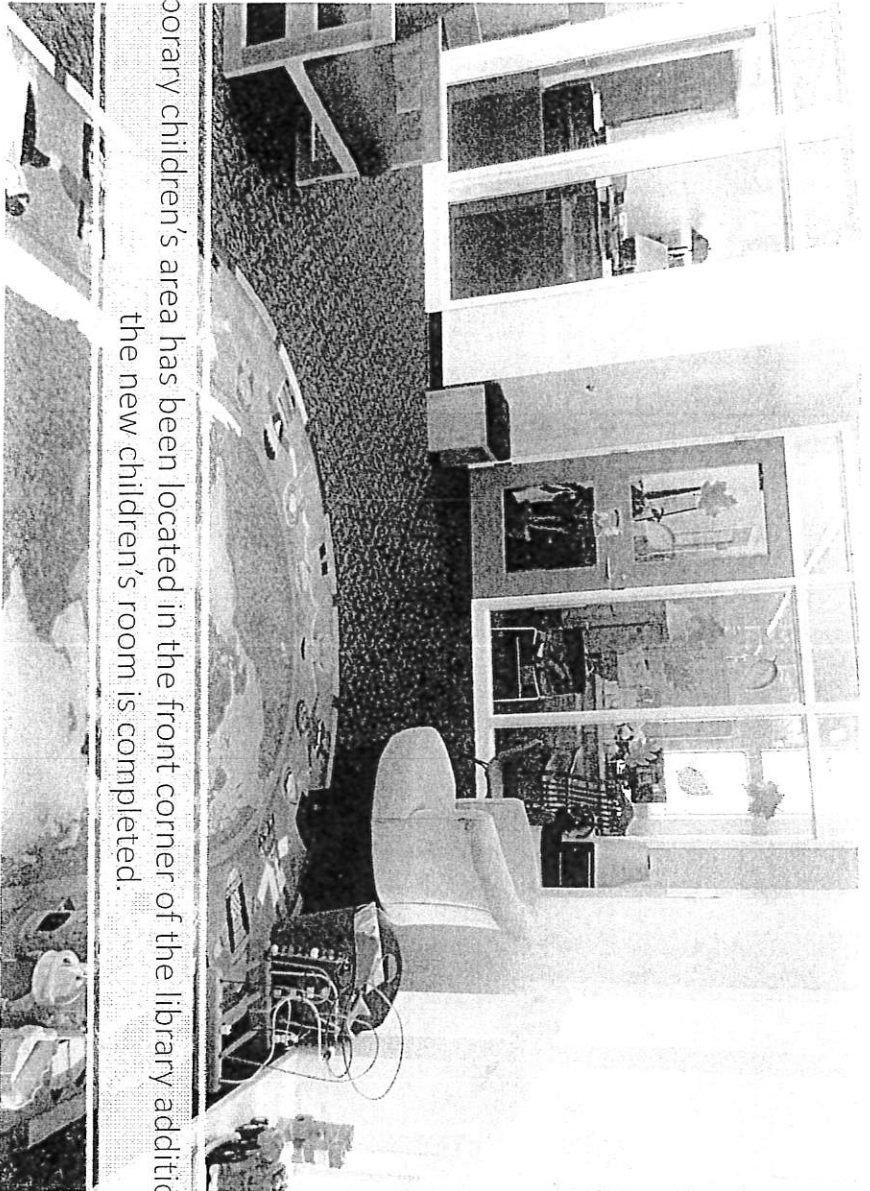
The drive-up book drop is located near the entrance to the library.



When construction is completed, you will head straight in to the circulation desk area, but for now visitors have to turn right and head up a hall toward the front addition.

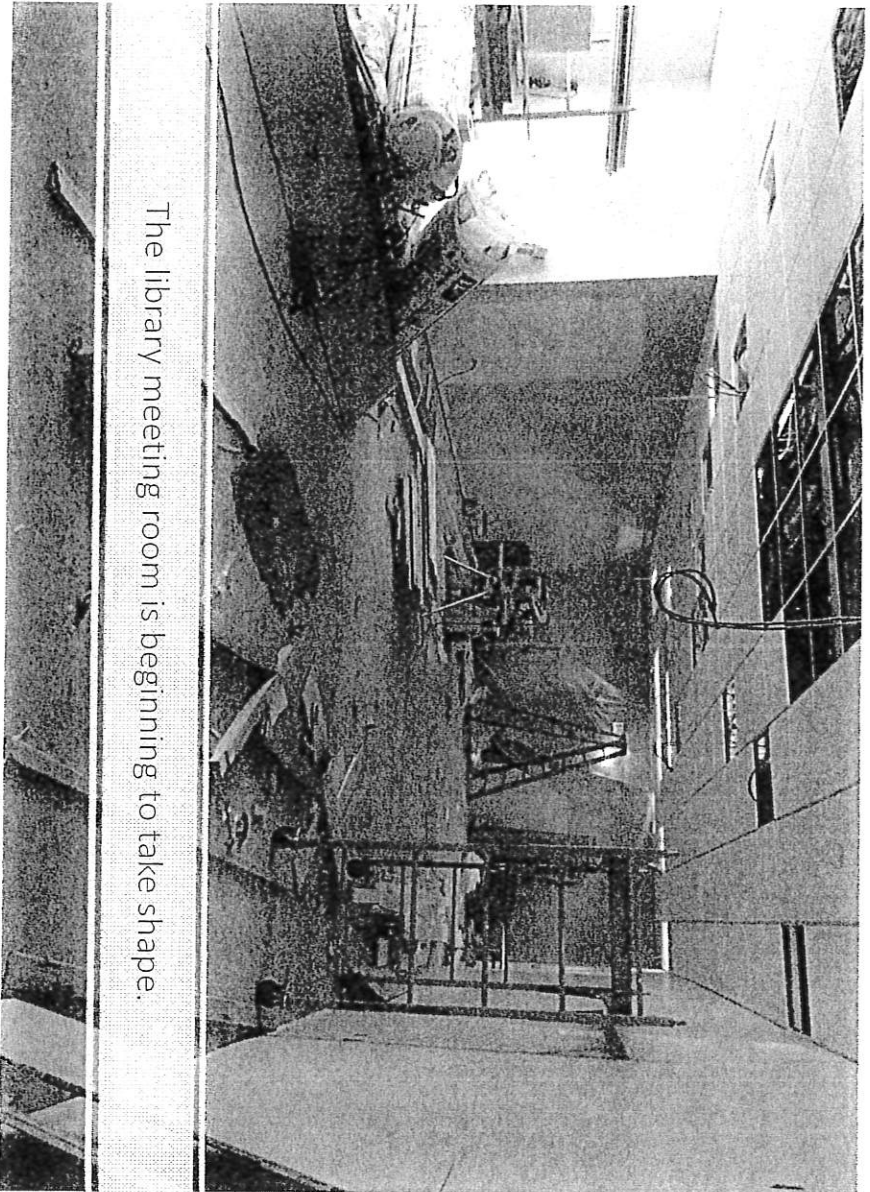


All of the furniture and collections will be relocated to their permanent locations when the project is completed. Almost everything in the library will have to be moved at least once more.

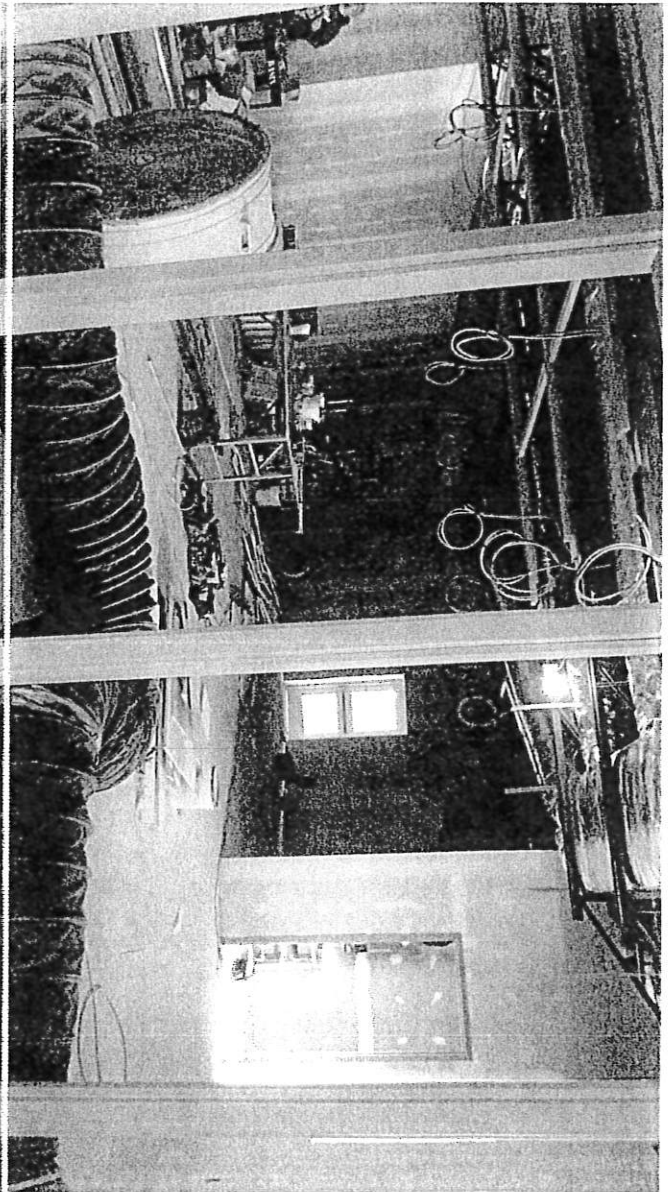


A temporary children's area has been located in the front corner of the library addition until the new children's room is completed.



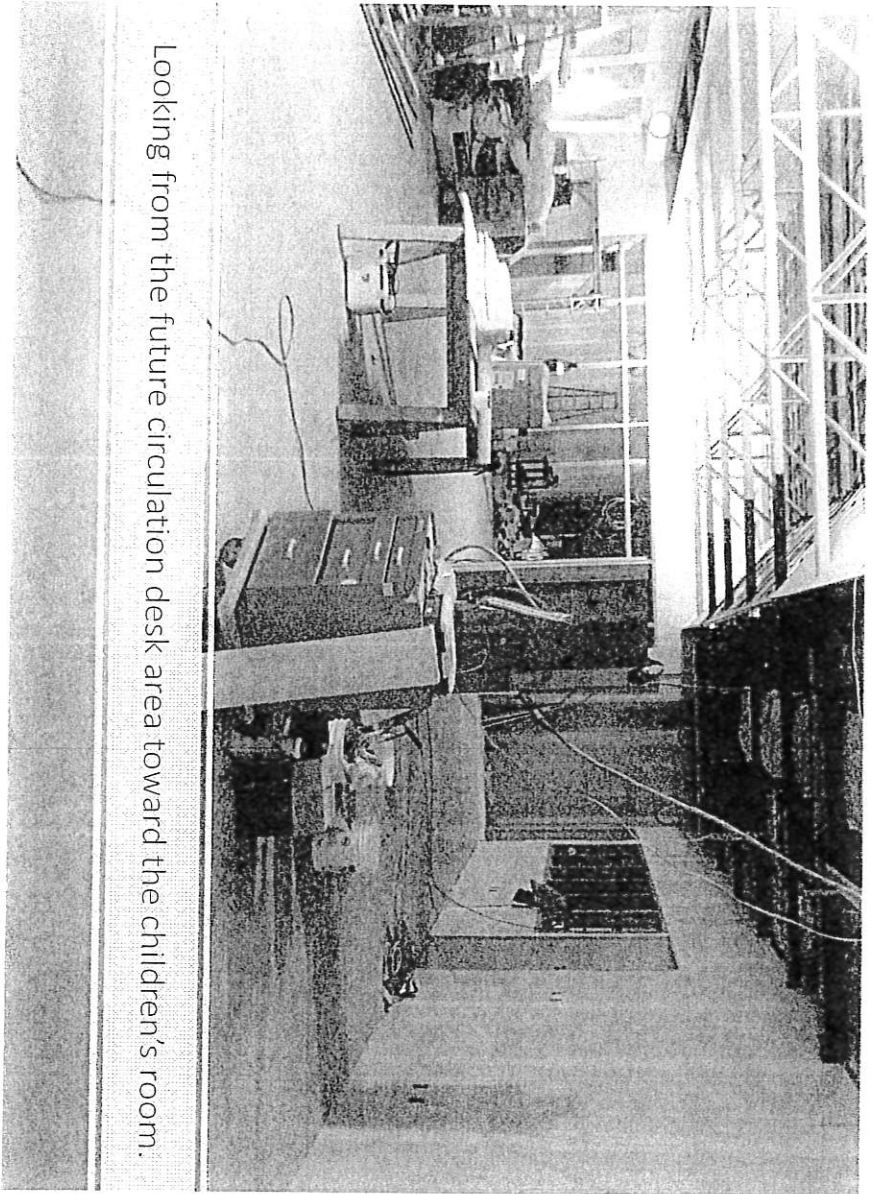


The library meeting room is beginning to take shape.



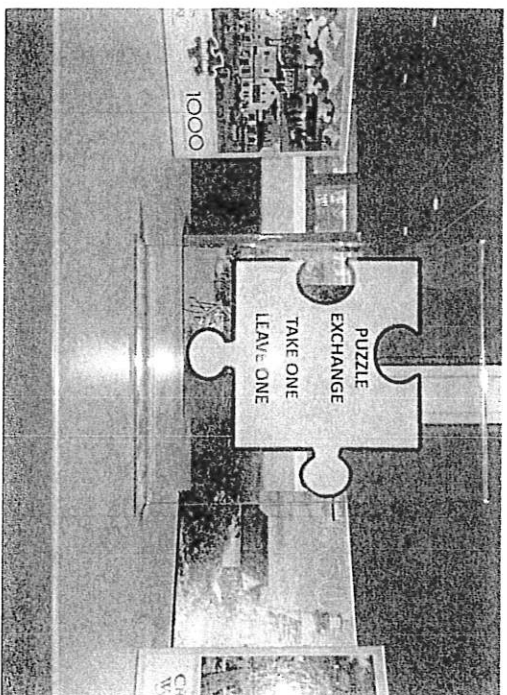
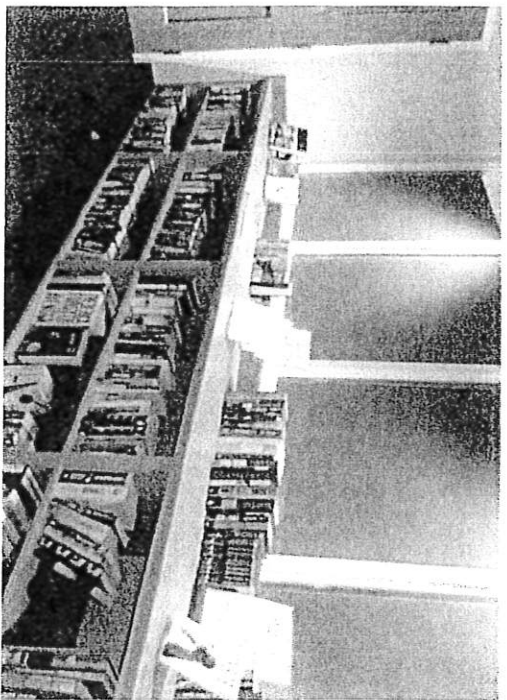
View of the new children's room from the children's librarian's office.





Looking from the future circulation desk area toward the children's room.



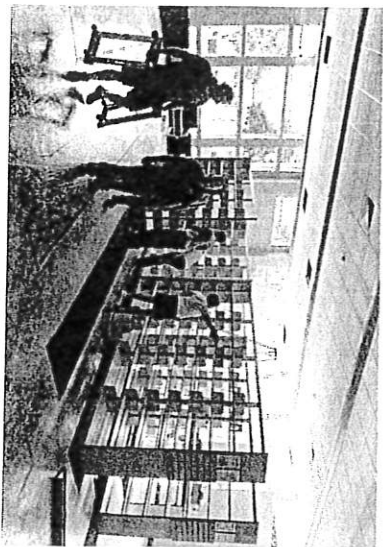


## Proposed Schedule

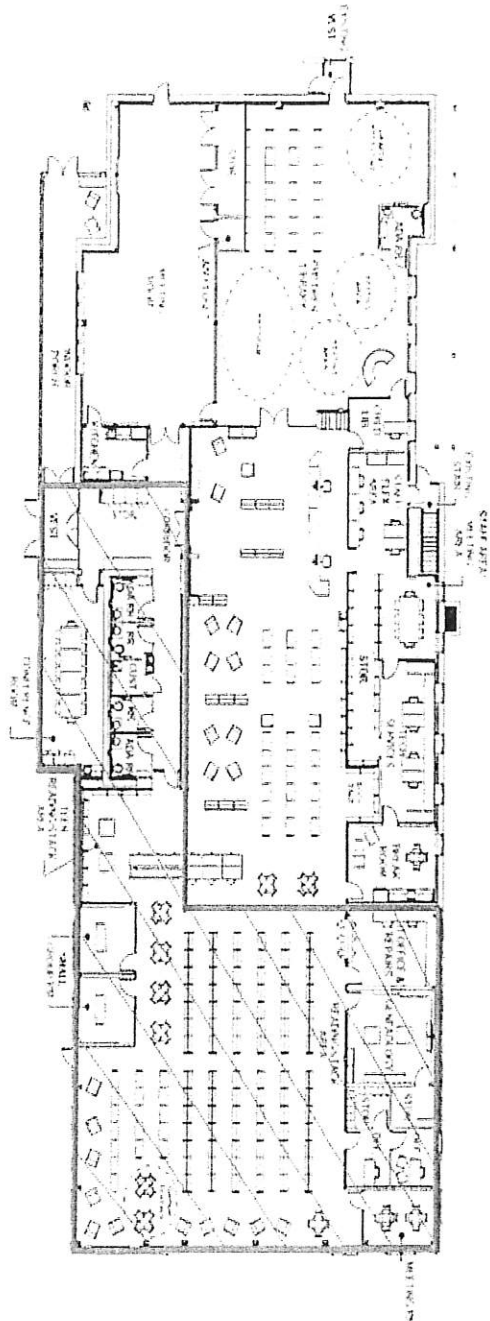
Construction phase completion: January 1, 2020

Close library, move into full facility: January 1 to 19, 2020

Reopen Library January 21, 2020



The move into the addition  
wouldn't have been possible  
without the help of many  
volunteers.



TOWN OF WOLFBORO

SCALE 1/8" = 1'-0"

DATE 10/1/88

DESIGNED BY J. W. BIRNBAUM

*Review of the Proposed Net Metering Policy and a Framework for Possible  
Alternatives by Douglas Smithwood for Consideration by the Wolfeboro Board of  
Selectmen November 20, 2018*

The town used 74,659 MWHs of electricity in 2018. For this we paid a New Jersey company \$3,120,000 to generate this electricity and another \$4,521,000 to have it delivered to our distribution system. All this money was taken out of our town economy. In Wolfeboro, we currently have about 322 KW of solar (and one wind) asset owned by rate payers- our citizens. This is the only electricity generation in Town. In a good year, these solar assets produce about 350 MWHs of electricity or about .47% of our electricity needs- one half of one percent. Under our current net metering policy, the number of new solar arrays added each year has tapered off significantly. In 2016, 108 kW of new solar was added in Wolfeboro. In the next two years, 2017-2018, only an additional 88 kW were added. The trend of adding renewable energy resources in the town is trending down not up.

We have a goal in the Energy Section of our new master plan that states, "Achieve a town-wide goal of 50% renewable sources of electricity by 2029 and work towards 100% renewable sources for all energy". We can exclusively buy this renewable energy from out of town, and most likely out of state sources, but it will most likely come with a premium. Alternatively, we can try to maximize the in-town generation of this renewable electricity through a combination of municipal, commercial and residential renewable energy projects. All these projects will help control our electric rates and keep our energy dollars in our town.

If we want renewable energy and we want to make as much of this energy in our town then we need a net metering policy that promotes this goal not stifles it.

The new net metering policy will most likely completely eliminate all new residential solar in the town. The big driver in solar penetration is the rate of electricity. Currently Eversource has an electric rate of 18.149 cents per kWh and the NH Electric Coop has a rate of 16.620 cents per kWh, compared to Wolfeboro's rate of 14.04 cents per kWh. This one fact explains why the solar penetration in Wolfeboro is currently so low- our rates and therefore the payback is lower than with other utilities.

All the regulated utilities revised their net metering policies in 2017. Their new rates are currently less than full retail value. Eversource currently pays 17.83 cents per kWh and the NH Electric Coop pays 11.62 cents per kWh for solar electricity sent to the grid, Wolfeboro is proposing to pay 10.24 cents per kWh. This will be the lowest reimbursement rate in the State. Eversource will pay its solar customers 74% more for their electric than Wolfeboro under its new rates. Even with these higher rates, Eversource has had a lower number of solar installations since the 2017 revised policy and the Coop has had a huge drop in new solar installations. With this new net metering policy, solar will be dead in Wolfeboro except for maybe large commercial/municipal installations.

I feel that the solution to this is to have a variable net metering policy which depends on the size of the solar array. What is economical for a 100 KW solar array is completely uneconomical for a 10 KW solar array. The current net metering policy is a one size fits all and the proposed new net metering policy is also a one size fits all. The old policy and the new policy will not help us achieve our renewable energy

goals. Attached is a framework table for a possible net metering policy with a variable rate structure. This follows the basic mindset of the NH Public Utilities Commission in producing a fair, equitable and workable net metering policy. Below is an example of a variable net metering policy:

A point of fairness and the case of "solar sponges": It is true that our current rate structure is completely unfair. The unfairness is that we have a flat rate structure where all electricity, whenever it is used, is charged at the same rate. In the middle of the night, electricity is almost worthless and in the middle of a very hot day it is hugely expensive. The cost of electricity can go from under \$20 a megawatt in the middle of a cool night to over \$1000 a megawatt in the late afternoon of a heat wave. In Wolfeboro we pay a flat rate where the people using fans to cool themselves are subsidizing those with large central air conditioning systems. For example, in 2017 we received a note in our electric bill stating our electric rate will be going up almost 10% because we were being charged \$600,000 for our "forward capacity" payments. This payment was based on our energy usage for one hour of one day in the entire year (August 12, 2016 between 2:00 and 3:00 PM.). Those that had air conditioners blazing for that hour cost everyone else a lot of money. Those whose solar arrays were putting electricity into the grid during that hour saved everyone money!

If you are truly worried about fairness and want to minimize rate shifting (where one rate payer pays for another's electricity usage) you need to go to a "Time of Use" rate structure, where rate payers that use a large amount of electricity when the cost is very high pay for that usage.

Example of Possible Variable Solar Net Metering Policy for the Wolfeboro Municipal Electric Department presented by Douglas Smithwood to the Wolfeboro Board of Selectmen on November 20, 2019

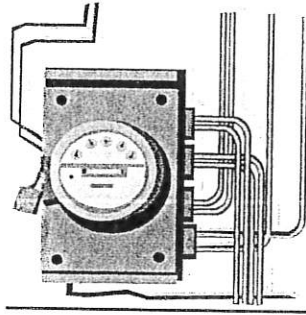
Service Classification	Small Residential			Large Residential/Small Commercial			Medium Commercial (G)			Large Commercial (G)			Demand Customers (GP)		
Photovoltaic Array Size in KWs	0-10 KW Rate Structure			10.1-25 KW Rate Structure			25.1-75 KW			75.1-125 KW			75.1-250 KW		
Service Classification	Current Residential Rate (DA)	0-10 KW Rate Structure	Example 8 KW Residential	10.1-25 Rate Structure	Example 20 KW Solar Residential (DA)	Example 20 KW Solar Small Commercial (G)	Current Small Commercial (G)	25.1-75.00 KW Rate Structure	Example 60 KW Solar Small Commercial	75.1-125 KW Rate Structure	Example 120 KW Large Commercial Solar Array	Current Demand Rate Structure (GP)	75.1-125 KW Rate Structure	Example of 200 KW Commercial Demand	
Monthly Service Charge	5.550	full	5.550	Monthly Service Charge Plus 1/2 KW Amount	5.55 + 10.00= 15.55	6.66 = 10.00=16.66	6.660	Monthly Service Charge Plus 1/2 KW Amount	6.66 + 30= \$36.66	Monthly Service Charge Plus 1/2 KW Amount	6.66+ 60= \$66.66	23.310	Monthly Service Charge Plus 1/2 KW Amount	23.31+ 100= \$123.31	
Generation	0.042	full	0.042	full	0.042	0.042	0.042	full	0.042	full	0.042	0.042	full	0.0418	
Transmission	0.061	full	0.061	full	0.061	0.061	0.061	full	0.061	full	0.061	0.061	full	0.0606	
Distribution	0.035	full	0.035	full	0.035	0.035	0.038	25%	0.018	0%	0.000	0.013	0%	0	
Exported Electricity Reimbursement Rate	0.138		0.138		0.138	0.138	0.140		0.120		0.102	0.115		0.1024	
Other Requirements														800 KWHs of Battery Storage	

\* Demand customers must install battery storage capacity that is 3 times the KW of their solar array within five years of interconnection. If they fail to do this, they will receive only the generation and one half

DRAFT

WOLFEBORO MUNICIPAL ELECTRIC DEPARTMENT  
NET METERING PROGRAM

Customer-Owned Renewable Energy Generation Resources  
(100 Kilowatts or Less)



Issued and Effective: January 1, 2020

Agreement Between

Wolfeboro Municipal Electric Department

And

Customer-Generator: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dated: \_\_\_\_\_

WOLFEBORO MUNICIPAL ELECTRIC DEPARTMENT  
NET METERING PROGRAM

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ARTICLE III. <u>METERING</u> _____	4.
ARTICLE IV. <u>INTERCONNECTION</u> _____	4.
ARTICLE V. <u>PERMITS</u> _____	5.
ARTICLE VI. <u>INSURANCE</u> _____	5.
ARTICLE VII. <u>INDEMNIFICATION</u> _____	6.
<u>NET METERED INTERCONNECTION APPLICATION</u> _____	8.
ATTACHMENT A. <u>DISCONNECT SWITCH</u> _____	10.



## INTRODUCTION

Net metering for customer owned renewable energy sources (solar, wind, hydro) will be offered under the following provisions set forth by the Wolfeboro Municipal Electric Department (WMED).

The purpose of this program will be to promote the current renewable energy technology available and evaluate the future advancements of this technology in a manner which will be beneficial to both participating parties (electric utility and customers). The criteria utilized in establishing this policy included: line worker safety, distribution system performance, renewable energy advancements and billing/revenue neutrality. The establishment of this policy is to remain consistent with prudent electrical practices set forth by the National Electric Safety Code, National Electrical Code and any other Federal, State and local government codes, while offering a mutual service agreement which is legal, fair, objective, reliable and safe.

The Wolfeboro Municipal Electric Department does not encompass the jurisdiction set forth by the New Hampshire Public Utility Commission, Chapter PUC 900 (Net Metering for Customer-Owned Renewable Energy Generation Resources of 1,000 Kilowatts or Less). Therefore, not all of the provisions within the NHPUC 900 will pertain to the Wolfeboro Municipal Electric Department Net Metering Policy. However, applicable sections referenced within this document pertaining to the NHPUC 900 document will be followed as a means of establishing acceptable and proven standards of a net metering program by the Wolfeboro Municipal Electric Department.

As technology advances and this program evolves, the provisions set forth within this document are subject to change. Such changes will be implemented by the means of continued evaluation and adoption of succeeding Net Metering Policies. Revisions shall be justified by ensuring that the Department's cost recovery and benefits of offering such a service is sufficiently balanced with a benefit to the Customer. The Provisions of this agreement will be concurrent and in no way preclude or diminish the provisions set forth within the existing NHPUC No.11, Municipal Electric Department of Wolfeboro, NH "Tariff for Electric Service". The Terms, Agreements and Provisions of this document shall supersede the prior "pilot" Wolfeboro Municipal Electric Department Net Metering Agreement Program issued: April 3 2008.

## ARTICLE I. QUALIFICATIONS

The agreement for net metering between the Customer and the Wolfeboro Municipal Electric Department will be based on the premise of offsetting part or all of the Customer's *own* electrical consumption through the use of renewable energy technology.

- A. The photovoltaic (solar), wind or hydro source must be located on the Customer's property and located behind the Customer's metering point of which the alternative energy source is interconnected with.
- B. The maximum installed capacity (AC nameplate rating) of the installed generation equipment shall not exceed **100kW** in size and/or **90%** of the Customer's historical peak electrical demand over the 12-month period prior to interconnection.
- C. The cumulative generating capacity of all customer generation facilities located within each circuit feeder of the Wolfeboro Municipal Electric Department's distribution system shall not exceed 15% of the peak feeder demand measured at the substation and/or downstream of the point of interconnection.
- D. All applicable revisions pertaining to current and future rate structures, fee schedules, credit values as well as terms and conditions of this document shall inherently apply to **all** net metered Customer-Generators. This will apply regardless of the date or longevity of such interconnection.
- E. The provisions of this agreement solely apply between the Customer's interconnected electrical service account and the WMED. Under no circumstances shall the output from the interconnected generation facility be provided or credited to any third-party or alternative electric account.
- F. The Customer must complete an application for net metering as well as an application for electric service (if interconnected location is not a currently metered account). See page 8, Net Metered Interconnection Application.
- G. Prior to authorizing the construction and interconnection of the customer owned generation facility, WMED shall review the application and perform a site visit to determine eligibility (see Application for utility approval).

*Customers not currently enrolled as a Wolfeboro Municipal Electric Department customers may be subject to reference referrals and deposits as defined within the current Electric Department Tariff.*

## ARTICLE II. BILLING & CREDIT RATE

Net payments or credits will be determined on a monthly basis and billed or credited as part of the normal meter reading and billing cycle.

If the utilities' "Delivered" kilowatt-hour (kWh) usage is in excess of the customer's generated "Received" kilowatt-hours; a net payment must be made as billed under the customers current rate schedule or existing credits reduced by such amount. Potential future credits will not be considered as a method of offsetting the current balance of accounts. If the customer generated "Received" kilowatt-hours of electricity is in excess of the utilities "Delivered" kilowatt-hour usage value, credits will be issued on the account which can be utilized to offset future (kWh) energy usage. The customer's excess generated "Received" kWh electricity will be credited based upon the Generation "Energy Supply Rate" of the current billing cycle. The value of Distribution (Energy Delivery Rate) will not be included in the credited Net metered rate and is based upon the following calculation:

Effective Billing Rate – Distribution (Energy Delivery Rate) = Net Metered Credit Rate

Example (based upon the current rate):

Effective Residential Rate (Generation & Distribution)	\$ .1376 kWh
<u>Residential Distribution Rate (subtract)</u>	<u>– \$ .0352 kWh</u>
<b>Net Metered Credit Rate</b>	<b>= \$ .1024 kWh</b>

The Net Metered Customer's kilowatt-hour (kWh) credits may be banked during the 12-month term of each year as a means of crediting future kWh usage at the net metered location. The value of the excess credits on the customer's account will be "trued up" at the end of each year in the form of a payment check issued to the customer from the WMED. Credits may **not** be transferred to other accounts or meters assigned to the customer besides that of the net metered account.

In the event that a net metered account exits from the net metering program or the property changes ownership; the unused credits may **not** be transferred to the new owner and there shall be **no** payments or credits issued for any remaining excess generation to the initial customer. Net metered accounts which transfer ownership will require a resubmitted interconnection application depicting the information of the new Customer-Generator as acknowledgement of the policy terms and conditions.

The current monthly customer service (meter) charge for supplying a net metered service will be billed as follows:

\$11.10 per month -	<u>Domestic Service (Residential) Rate</u>
\$13.32 per month -	<u>General Service Rate</u>
\$46.62 per month -	<u>General Service Demand Rate</u>

This charge is intended as a means of offsetting the increased cost of the net metering equipment and associated administrative billing costs incurred by the WMED. This charge is based upon the meter service charge defined within the current Tariff, multiplied by two (2); which is reflective of the two (2) metering points associated with the reads required for the monthly net delivered/received tally.

*Customer account balances must remain current and in good standing to be considered as a candidate for new and continued participation in the net metering program.*

### ARTICLE III. METERING

The Department will furnish the Customer-generator with a dual register, bi-directional meter which will have the capability to measure kilowatt-hours "Delivered" from the utility as well as kilowatt-hours "Received" from the Customer. These two (2) reads will be tallied on a monthly basis to determine the "net" energy used or generated during that period.

The Net Metered Customer will be responsible for providing the interconnected meter socket with combined manual disconnect switch assembly and associated equipment per standards set forth within the New Hampshire Code of Administrative Rules Puc 905.02 Disconnect Switch (See Attachment A.), The National Electric Code and applicable service standard requirements of the Wolfeboro Municipal Electric Department. The meter socket cabinet or enclosure must be identified with a permanently affixed placard which clearly states: "NET METERED SERVICE."

### ARTICLE IV. INTERCONNECTION:

The output from the Customer's generation equipment must coordinate with the WMED's character of electric service at the point of delivery in regards to load balance, capacity, voltage, phasing and frequency. The electric service characteristics offered by the Wolfeboro Municipal Electric Department are as follows:

- Single-phase, 3-wire, alternating current at 60 Hertz - 120/240 volts
- Three-phase, (if available) 4-wire, alternating current at 60 Hertz - 120/208 volts
- Three-phase, (if available) 4 wire, alternating current at 60 Hertz - 277/480 volts

*Any alterations or upgrades of the Department's electrical distribution system required in order to accommodate the Customer's net metered generation equipment, will be at the expense of the Customer and billed at the current applicable rate schedule for such improvements.*

- A. Unless noted otherwise, the requirements for interconnection and compliance of the generation device will adhere to the standards set forth by The New Hampshire Code of Administrative Rules Puc 905: Technical Requirements For Interconnection For Facilities, Puc 906: Compliance Path For Inverter Units and Puc 907: Compliance Path For Generation Units Not Using An Inverter.

- B. The Customer shall furnish, install and maintain equipment which will automatically isolate the net generation equipment from the WMED distribution system in the event that there is an interruption or loss of the Department's electrical service resulting from any circumstance. Generation source shall be labeled and compliant with the latest edition of *Underwriters Laboratory UL 1741*.
- C. The interconnection and isolation device must be inspected and initially tested by the installer or agent thereof with a representative of the Wolfeboro Municipal Electric Department present prior to final approval of interconnection. The guidelines for testing will be pursuant to the standards set forth by The New Hampshire Code of Administrative Rules Puc 905.04 Initial Testing. Any costs associated for such services will be the responsibility of the Customer. The Customer will be notified of the results of the testing and inspection and subsequent approval or disapproval to operate the interconnected generation equipment.
- D. The WMED reserves the right to deny or revoke any new or existing application for the interconnection of a net metered renewable energy source if it is determined that such equipment may potentially degrade the Department's system integrity or worker's safety.
- E. The WMED reserves the right to interrupt the deliveries of energy from any net metered suppliers at any time in order to install, repair, inspect, test, replace or remove any of the Department's equipment or electrical distribution system.
- F. The net metered generating equipment and facility must be located within a service area which will not create a hazard or performance detriment to the Department's electrical distribution system.
- G. Any alterations or upgrades to the net metered generation equipment or operation thereof will require written notification to the WMED as well as approval of such changes prior to performing. Failure to receive preapproval for such alterations will result in termination from the net-metered program.

#### ARTICLE V. PERMITS

The Customer shall obtain and maintain all Town, State, and Federal authorizations, permits and licenses required for the construction, operation and maintenance of the generation facility throughout the operating term thereof. The Customer shall provide proof of such to the Department upon request.

#### ARTICLE VI. INSURANCE

As per standards set forth by The New Hampshire Code of Administrative Rules Puc 904.07 Insurance; the Customer-Generator shall not be required by the distribution utility or electricity supplier to purchase or maintain property insurance or comprehensive personal liability insurance to protect against potential liability resulting from the installation, operation and or ownership of the generation and interconnection facility.

## ARTICLE VII. INDEMNIFICATION

The following as stated within the New Hampshire Code of Administrative Rules, Chapter Puc 904.03, Mutual Indemnity Provision will be acknowledged as the Mutual Indemnity Agreement between the Wolfeboro Municipal Electric Department and the eligible Net Metered Customer-Generator.

- (a) Unless both parties to the agreement have agreed, pursuant to (g) below, to not enter into or maintain the mutual indemnity agreement, prior to interconnection, the Customer-Generator, his or her distribution utility, and, if applicable, the Customer-Generator's electricity supplier shall:
  - (1) Execute the mutual indemnity agreement described in (b) below; and
  - (2) Maintain the terms of the agreement while the net energy metered unit is interconnected.
- (b) With regard to the mutual indemnity agreement, each party to the agreement shall provide as follows:
  - (1) Each party shall hold harmless, indemnify the other party and its directors, officers, agents and employees against any and all loss, liability, damage, or expense, including any direct, indirect or consequential loss, liability, damage, or expense, but not including attorney's fees unless awarded by a court of competent jurisdiction, for injury or death to persons, including employees of either party, and damage to property, including property of either party, arising out of or in connection with intentional, willful, wanton, reckless or negligent conduct regarding:
    - a. The engineering, design, construction, maintenance, repair, operation, supervision, inspection, testing, protection or ownership of the party's facilities, or
    - b. The making of replacements, additions, or improvements to, or reconstruction of, the party's facilities;
  - (2) Neither party shall be indemnified by the agreement for any loss, liability, damage, or expense resulting from its sole negligence or willful misconduct; and
  - (3) Notwithstanding the indemnity provisions contained in the agreement, except for a party's willful misconduct or sole negligence, each party shall be responsible for damage to its own facilities resulting from electrical disturbances or faults.
- (c) The mutual indemnity agreement shall become effective as between the respective parties executing and exchanging the document, upon interconnection of the Customer-Generator to the electric grid and mutual execution and exchange of the

- document by the distribution utility, the Customer-Generator and, if applicable, the electricity supplier.
- (d) The distribution utility shall also execute the mutual indemnity agreement described in this section.
  - (e) The Customer-Generator, distribution utility, and, if applicable, the electricity supplier, shall each execute duplicate originals of the mutual indemnity agreement set forth in (b) page 6 and each party to the agreement shall retain one executed original of the agreement.
  - (f) If an electricity supplier sells electric power to the Customer-Generator, it may require that the Customer-Generator enter into a mutual indemnity agreement with it, as described in this section.
  - (g) Notwithstanding (c) through (f) above, the Customer-Generator and the distribution utility with whom he or she interconnects and/or the electricity supplier of the Customer-Generator, separately or together, may at any time, by mutual agreement, elect not to enter into or to void the indemnity agreement set forth in (b) page 6.
  - (h) The provisions of the indemnity agreement described in this section shall not be construed to relieve any insurer of its obligations to pay any insurance claims in accordance with the provisions of any valid insurance policy.

Source. INTERIM #5921, eff 11-7-94, EXPIRED 3-7-95

New. #7424, eff 1-12-01; ss by #9353, INTERIM, eff  
1-12-09, EXPIRED: 7-11-09

New. #9515, eff 7-18-9; ss by #9998, eff 9-20-11

WOLFEBORO MUNICIPAL ELECTRIC DEPARTMENT  
NET METERED INTERCONNECTION APPLICATION

Customer-Owned Renewable Energy Generation Resources  
(100 Kilowatts or Less)

Customer Applicant Information

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Facility Location (if different from above): \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Energy Generation Source/Type (check one): Solar \_\_\_\_\_ Wind \_\_\_\_\_ Hydro \_\_\_\_\_

Generator Manufacturer: \_\_\_\_\_

Model, Name & Number: \_\_\_\_\_

Generation Output in Kilowatts \_\_\_\_\_ Phase (check one): Single \_\_\_\_\_ Three-phase \_\_\_\_\_

Inverter Manufacturer: \_\_\_\_\_

Model, Name & Number: \_\_\_\_\_

Pre-approval of Application and Site Installation

(WMED Representative) \_\_\_\_\_ Dated \_\_\_\_\_

Installation Information & Certification

Installation Date: \_\_\_\_\_ Interconnection Date: \_\_\_\_\_

Installation Electrician: \_\_\_\_\_ License #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_



1. The system hardware is listed in compliance to Underwriters Laboratories standards to be in compliance with UL 1741:

Signed (Vendor): \_\_\_\_\_ Date: \_\_\_\_\_

Name (printed): \_\_\_\_\_ Company: \_\_\_\_\_

2. The system has been installed in compliance with local Building/Electrical Code of:

Town/ County \_\_\_\_\_

Signed (Inspector): \_\_\_\_\_ Date: \_\_\_\_\_

3. The initial start-up test (per standards of Puc 905.04) has been successfully completed:

Utility representative (check one): YES \_\_\_\_\_ NO \_\_\_\_\_

The initial start-up test completed by (vendor/installer): \_\_\_\_\_

The initial start-up test witnessed by (utility representative): \_\_\_\_\_

4. Applicant agrees to install and operate the system in accordance with the provisions set forth within this Document: Wolfeboro Municipal Electric Department Net Metering Program. Customer-Owned Renewable Energy Resources (100 Kilowatts or Less).

I hereby certify that, to the best of my knowledge, all of the information provided in this Application is true and accurate and that I have read, acknowledged and agree to adhere to all terms and conditions set forth within this document:

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

*The Customer-Generator shall provide the Wolfeboro Municipal Electric Department with a written update of the information on this form as any changes occur throughout the term of the interconnection.*

Attachment A.

NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES  
CHAPTER Puc 900

Section Puc 905.02 Disconnect Switch.

(b) Any generating unit that is required to install a manual disconnect switch for utility use shall meet the following requirements: *Note: (All units interconnected to the Wolfeboro Municipal Electric Department distribution system shall require a manual disconnect switch).*

- (1) The disconnect switch shall be an external, manual, visible, gang-operated, load break disconnecting switch;
- (2) The Customer-Generator shall purchase, install, own, and maintain the disconnect switch;
- (3) The disconnect switch shall be located between the power producing equipment and the interconnection point with the distribution utility system;
- (4) The disconnect switch shall meet applicable standards established by Underwriters Laboratories, American National Standards Institute, the National Electric Code and Institute of Electrical and Electronic Engineers;
- (5) The disconnect switch shall be clearly marked, "Generator Disconnect Switch" with permanent letters 3/8-inch or larger;
- (6) The disconnect switch shall be located at a location on the property of the Customer-Generator mutually agreeable to the Customer-Generator and the distribution utility.
- (7) The disconnect switch shall be readily accessible for operation and locking by distribution utility personnel; and
- (8) The disconnect switch must be lockable in the open position with a standard padlock with 3/8-inch shank.

Source. INTERIM #5921, eff 11-7-94, EXPIRED 3-7-95  
New. #7424, eff 1-12-01; ss by #9353, INTERIM, eff  
1-12-09, EXPIRED 7-11-09  
New. #9515, eff 7-18-09; ss by #9998, eff 9-20-11