Wolfeboro Board of Selectmen

Public Meeting Minutes-Unapproved

COVID-19 Meeting- GoToMeeting

January 6, 2021

**Board Members present:** Chairman Brad Harriman, Paul O’Brien, Dave Senecal, Dave

Bowers, and Linda Murray

**Staff present:** Town Manager Jim Pineo, Parks and Recreation Director Christine Collins, Public Works Director Dave Ford, Finance Director Kathryn Carpentier, Wolfeboro Police Chief Dean Rondeau, Executive Assistant Amy Capone Muccio and Recording Secretary Christine Doherty

Chairman Harriman opened the GoToMeeting at 6:30 PM.

Chairman Harriman read the following Preamble into the record:

**MEETING PREAMBLE DURING COVID-19 EMERGENCY**

*Good Evening, as Chairman of the Wolfeboro Board of Selectmen, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.*

*At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.*

*Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let’s start the meeting by taking a Roll Call attendance. When each member states their name please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.*

**The Board Members gave a Roll call vote, Paul O’Brien – present and alone in his house,**

**Dave Senecal - present and alone in his office in his house, Linda Murray– present and**

**alone in a room in her house, Brad Harriman – present and alone in a room in his house**

**and Dave Bowers – present and alone in a room in his house.**

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

Mr. Pineo stated a non-public session is needed to discuss employment

1. **Consideration of Minutes**
2. December 9, 2020
3. December 16, 2020

Board just received them today and will put them on the January 13, 2021 Bond Hearing Agenda.

1. **Public Hearings**

Unanticipated Funds

1. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, January 6, 2021 at 6:30 PM virtually via GotoMeeting platform for the acceptance of unanticipated funds for an amount awarded that is less than $5,000 in accordance with RSA 31 :95-b, relative to donations received to the Last Night Wolfeboro events in the amount of $700.00.

Ms. Murray: $500 from Blacks, $100 Doran Insurance, $100 Morrissey’s Front Porch and a $100 from Brewster for a total of $800, along with a number of prizes from business downtown.

**It was moved by Linda Murray and seconded by Dave Senecal seconded to accept the $800 in donations from Last Night.** **Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien – yes. Being none opposed, the motion passed.**

1. **Public Input (**Limited to 3 Minutes per resident, not to exceed 15 minutes in total)

N/A

1. **Bulk Vote**
2. **Weekly Manifests**
3. January 1, 2021
4. **Property Tax Refund / Abatement(s)**

i. 220 Springfield Point Rd Tax Map 259 Lot 15

ii. Mill Street Tax Map 217 Lot 33-S4

iii. 781 Center Street Tax Map 101 Lot 12

iv. 467 North Main Street Tax Map 173 Lot 14

v. 883 Center Street Tax Map 102 Lot 8-P8

vii. Claflin Lane Tax Map 250 Lot 6

viii. 37 Kingswood Rd 2018 Tax Map 232 Lot 2

ix. 35 Trotting Track Rd Tax Map 147 Lot 8

1. **Intent to Cut Wood or Timber**

i. College Rd Tax Map 118 Lot 7

1. **Property Tax Exemptions/Credits**

i.8 Lary Road Tax Map 202 Lot 57

i.1135 Center Street Tax Map 57 Lot 3

**It was moved by Linda Murray and seconded by Dave Senecal to approve the Bulk Vote items A-D as submitted. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

1. **Board/Committee Appointments**

N/A

1. **New Business**
2. **Approval: Commercial Vessel Landing Permit – Winni Belle**

Mr. O’Brien: Did we get an insurance certificate?

Ms. Capone Muccio: The insurance certificate will expire but will be getting a new one.

**It was moved by Brad Harriman and seconded by Paul O’Brien to approve the Commercial Vessel Landing Permit for the Winnipesaukee Belle for 2021 contingent upon the insurance certificate, abide by guidelines by the Governors guides for COVID and include a schedule. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

1. **Approval: Proposed Strategic Partnership – MOU Libby Museum**

Tom Goodwin: Understanding between Trustees of the Libby and the Friends of the Libby. It is to restore and expand the Libby so it can sustain and advance the idea that Dr. Libby gave us.

It outlines the responsibility for the town. Outlines a permanent endowment of $1million and could become more substantial going forward. This would take the expenses off the town budget and make the Libby a self-sustaining entity.

John P Wilkins: Details of the fundraising progress will be shared. We have received our first $25k from an anonymous donor.

Chairman Harriman reads the memorandum.

Mr. Wilkins: Restoration and expansion combined should be included in the draft just read.

Ms Murray: I would present to the voters a warrant article for $900k to try and get a positive vote. We should have the town attorney go over. We need specific wording for me to consent.

Mr. O’Brien: The $900k is a net $600k as there is $300k in the kitty.

Mr. Harriman: I appreciate the vision and passion that is being put into this. I would agree to this

Mr. Senecal: I would agree with this as well. But I also agree the town attorney should look at it.

Tom Goodwin: The reason we are looking for this memorandum of understanding, as we talk to our significant donors, they want to know the Libby Trustees and Libby Friends are on the same page. That 900k is really the hope of everyone at the Libby Friends that we can do whatever we possibly can to not become a long-term finance for the town.

Mr. O’Brien: We need to be clear on the exact capital goals are. We voted on a $2.3million program but we need to understand clearly if it’s the $2.3 or $2.9 million. Do we need to unvote and revote? I would like to hear quickly what the development plan is. How long will they take to raise the $1million. I would like to see a broad donor base. Also, clarity on gifts ie; naming rights. What will that look like?

Ms. Murray: I believe Libby Friends are asking us, will we partner with them? And the answer is yes. But how they decide to fundraise for money, how they run their organization and raise money, that’s all them. I don’t believe that the selectmen or trustees should be involved in that.

Tom Goodwin: The reason there is conversation between friends, trustees, towns is because of donors who want naming rights.

Discussion: about naming rights and who will decide what. And this will need to be outlined as well.

Ms. Murray: They should come to us when they hit a milestone at a BOS meeting about it.

Mr. Harriman: Consensus of the board we are supportive of this effort. Would want legal counsel to weigh in on the verbiage.

1. **Discussion: Ladder Truck Contract Agreement**

Mr. Pineo: I would like to table this until next Wednesday meeting as part of the Board of Selectmen meeting (bond meeting). Actively working with the vendor and have some concerns with some price increases. So, we just need to finalize a couple of details.

1. **Discussion: Wedding Permit Policy**

Mr. Pineo: Amy, Christine, Linda and Paul did a lot of work on this policy

Ms. Capone Muccio: This is now in Christine’s Parks and Rec Management system on the website so it will be an online form. We would like to try this out for a year and revisit next January for any changes.

Christine Collins: The reason for online registration system is you can see it in real time on the calendar, and it is under the Parks and Rec umbrella, it gives more convenience for times. You need to book 30 days in advance. Amy would approve it through the selectmen.

Ms. Murray: Can you book a year in advance?

Ms. Collins: We can do that in the system.

Mr. O’Brien: All the usual events get first choice.

**It was moved by Linda Murray and seconded by Dave Senecal to approve the Wedding Policy, Procedure and Permit as presented tonight. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

1. **Discussion: 2020 Annual Report (cover, dedication & memorials)**

Ms. Capone Muccio: I have sent you all pictures to review for cover choices.

Mr. Harriman: I really liked the wider version snow scene of Wolfeboro.

Mary Devries: The Chamber of Commerce has photos of winter items if needed. Suggest that included in the report is a recognition for Evelyn Wentworth who passed in December and was long time employee of Wolfeboro.

Mr. Harriman: We will decide on the picture by next Wednesday.

Mr. Senecal: Has two names to add to the memorial list. Ben Ladd (already on the list per Amy) and Larry Ham who was on the Budget Committee and was Police Commissioner.

Amy reads the names on the memorial list and adds Larry Ham and Evelyn Wentworth.

Ms. Murray: If we aren’t going to pick one person to dedicate it to and just do memorials. I think the 3 members

**It was moved by Linda Murray and seconded by Paul O’Brien to approve the 3 town employees being listed in the dedication. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

1. **Discussion: 2021 Warrant Articles cont’d / Recording Assignments**

Mr. Pineo: Article B for the Rapid Infiltration Basin (RIB) is a bond so we don’t need a vote on this. Dave Ford has some estimated increases.

Mr. Ford: Engineers gave me an updated cost estimate. Gave me the worst case scenario at $3.8 million. The bids are coming in the day of deliberative session. We can reduce it the day of the deliberative session if bids come under. We are having issues with wetland permitting which may delay a couple of months. But I think the project will go forward.

Ms. Murray: The $3.8 includes everything possible we could spend on this?

Mr. Ford: yes, we have everything in that total

Mr. O’Brien: Completion is spring of 2022?

Mr. Ford: at this point, yes

Article U (Option 1) Pop Whalen Ice Arena Building Repairs

Mr. Pineo: Reached out to the vendor who has articulated to us significant increases in the construction costs. I don’t feel comfortable we can come forward with this project and deliver to the community. Concern about the timing and execute the project and arena operational in the fall through winter of 2021. We need to get the architectural engineer work done under a warrant article and go forward in 2022 to deliver a project. We have an estimate for the engineer at $120k. We can either bond it, tack it to the enterprise fund or it can be a general fund expense. How would the Board like to handle this?

Mr. Harriman: Why wouldn’t we just pay cash for it?

Mr. O’Brien: We are concerned about our parks and recs assets. Take it out of cash

Ms. Murray: we need some verbiage in this article that says we are asking for it out of the general fund or have a new article stating this. To see if the town will agree to take capital projects from the general fund and operating projects will stay withing the Pop Whalen enterprise fund.

Mr. Pineo: You want a distinctly separate warrant article with funds for Pop Whalen ice arena and that the capital improvements will come from the general fund?

Ms. Murray: that is correct

Mr. O’Brien: last week we discussed building, roof and siding is general fund and the chiller is enterprise fund is that correct?

Mr. Harriman: That’s what I understand.

Mr. O’Brien: So the chiller would now come out of general fund taxation?

Ms. Murray: Correct

Mr. Harriman: It sounds like the entire project for the ice arena would come out of general taxation. And our discussion wasn’t like that. The building and structure would come from the general taxation

Ms. Murray: But we are just asking for engineering here.

Mr. Senecal: The enterprise fund is set up to run the facility and programs. The building belongs to us, we have a responsibility of taking care of the building repairs. I have no problem breaking this out and having a separate warrant article.

Mr. O’Brien: declare that the enterprise fund is not for capital improvements.

Ms. Murray: We need to state at the end of the new warrant article that this is a change in policy so the voters are aware that it is different from what we did.

Mr. Harriman: this article works as is if we have the new warrant article before it showing the policy change.

Ms. Murray: Capital outlay is under $100k and capital asset is over $100k

Mr. Pineo: added providing professional design services for roof, insulation, dehumidify, and wiring, scope of work for repairs to the Pop Whalen ice arena

**It was moved by Paul O’Brien and seconded by Linda Murray to recommend Article U as stated this evening. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article F1 Recreational Dock Repairs

Mr. Pineo: Feeling that this should be broken out into 2 distinct warrant articles, repairs and then expansion of existing docks

Mr. Ford: we received a good bid from a reputable company. They will use local labor and give us a 5% discount on bid, but the issue is schedule. If we can move quickly and award bid for dock A only that would give them the commitment to lock us into their schedule. BCDE will have to be put in phase 2 at 850k and phase 3 will be $300k just dock CDE

8:18

A&B docks and possibly C done by busy season in 2021. Docks B,C,D, and E end of spring of 2022

Ms. Murray: I think it’s great to use the already appropriated 170k and get something done. It’s a smart move

Mr. Harriman: so break this up into 2 warrant articles one for expansion and one for repairs?

**Linda Murray made a motion and was seconded by Paul O’Brien to approve Dave Ford going forward with the repair of Dock A with money from the 2020 warrant article in the amount of $136,990.00. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Mr. Pineo: Dock Expansion Bond or Cash Appropriation and decide which way we want to go. I think we should go with the bond, but have given you both options to look over.

Ms. Murray: I would like to do it in cash, when we keep on bonding it has an impact on the operating budget.

Mr. O’Brien: I agree with Linda.

Ms. Murray: we need to have wording if warrant article F1 does not pass this one is null and void.

Mr. O’Brien: So we would bond $850k on a 10 year note and cash out $300k for the expansion and $134k to get things underway. And if all goes well we would be done by May of 2022.

Mr. Harriman: that is correct

**Linda Murray recommended the $300k cash appropriation for the extension of the town docks and it was seconded by Paul O’Brien. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article Y Police Commissioners Stipend Increase

$1600 from general fund

$1500 of new monies general taxation for a total of $3,100 for this warrant article.

**Linda Murray recommended the increase of the Police Commissioners Stipend warrant article and it was seconded by Paul O’Brien. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article D Town Road Upgrades

**Paul O’Brien made a motion and was seconded by Dave Senecal to recommend this warrant article as stated. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article Z Library Generator

**Linda Murray made a motion and was seconded by Dave Senecal to recommend the library generator warrant article. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article AA Water Resources Non-Capital Reserve Fund

Mr. Pineo: The name of the warrant article was changed to non-capital reserve fund.

Ms. Murray: change verbiage to “for the purpose of a watershed management plan”

**Paul O’Brien made a motion and was seconded by Linda Murray to recommend the Water Resources Non-Capital Reserve Fund warrant article. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article Treasurer Transition to an Appointed Treasurer

**Dave Senecal made a motion and was seconded by Linda Murray to recommend the Treasurer Transition to an Appointed Treasurer warrant article. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Article DPW Reorganization of the Director of Public Works

**Dave Senecal made a motion and was seconded by Paul O’Brien to recommend the reorganization of the Director of Public Works warrant article. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.**

Mr. Pineo: at this point our cash warrant articles are at $2,276,494.00

Presenting the articles as below:

MED Conversion - Mr. O’Brien

RIB – Ms. Murray

WWT – Mr. Harriman

Pop Whalen– Mr. Senecal

Docks exp and repairs – Mr. O’Brien expansion and Mr. Murray repairs

Police Commissioner – Mr. Senecal

Union contract – Mr.Senecal

Ladder truck – Ms. Murray

Annual road repairs – Mr. Bowers

Park and high water, sewer, road – Mr. Senecal

Railroad Ave – Ms. Murray

Sewer pump station – Mr. Harriman

Library generator – Mr. Harrimnan

Police vehicle – Mr. O’Brien

Water resource non cap – Ms. Murray

DPW Equipment cap res fund – Mr. Harriman

Building Maintenance cap res fund – Mr. Senecal

WW treatment cap res fund – Ms. Murray

Bridge Fall Path lighting – Mr. O’brien

Abenakie cap res fund – Ms. Murray

Firetruck cap res fund – Mr. Harriman

Dispatch console – Mr. Senecal

Treasurer – Mr. O’Brien

DPW reorganization – Ms. Murray

1. **Other Business**

N/A

1. **Committee Reports**

Mr. O’Brien – Project Committee

Ms. Murray – Budget Committee and Last Night. Thanks to Brenda Jorett, Maria Found and Chris Hafner who did an outstanding job on making it a success

Mr. Harriman: Planning Board and Budget Committee

1. **Town Manager Report**

Mr. Pineo: working on budgets and warrant articles

Mr. Harriman: Deliberative session is on Feb 2nd and location is TBD.

Mr. Pineo: January 12th at 7pm is Public Budget hearing and the 13th is the Bond Hearing at 6:30

1. **Questions from the Press**

N/A

1. **Public Input (**Limited to 3 Minutes per resident, not to exceed 15 minutes in total)

Suzanne Ryan, Wolfeboro resident: Looking for clarification on Pop Whalen warrant article insomuch as a back and forth session on what constitutes repairs versus operations. I would hope the warrant article might say the scope of work for the building repairs. I don’t have a problem with taking care of the building that we own but it needs to be clear to the public.

Mr. Pineo reads warrant article.

Ms. Ryan: Ok so you have identified the scope of work.

Second question, the docks I am glad to see you separated them out but in essence you have tied them together by one being cash and one being bond. My preference is to bond both but it quite obvious the bond takes a larger % of votes to get it passed so it’s not quite upfront about what you are looking for in terms of money. And don’t make one contingent upon another.

Mr. Harriman: the reason they are connected is we can’t do the expansion if the repair one won’t pass.

1. **Non-Public Session RSA 91-A**

**It was moved by Dave Senecal and seconded by Linda Murray to enter into non-public session under RSA 91-A: 3 II to discuss personnel matters. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman – yes, Paul O’Brien – yes and Dave Senecal – yes. Being none opposed, the motion passed.**

**It was moved by Linda Murray and seconded by Dave Senecal to return to public session. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman – yes, Paul O’Brien – yes and Dave Senecal – yes. Being none opposed, the motion passed.**

The Board re-entered public session at 9:40 PM.

**Linda Murray moved the Wolfeboro Board of Selectmen to seal the minutes of the January 6, 2021 non-public meeting. Paul O’Brien seconded. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman – yes, Paul O’Brien – yes and Dave Senecal – yes. Being none opposed, the motion passed.**

**It was moved by Dave Senecal and seconded by Linda Murray to adjourn at 9:42 PM. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman – yes, Paul O’Brien – yes and Dave Senecal – yes. Being none opposed, the motion passed.**

Respectfully Submitted,

Christine Metcalfe Doherty