

Wolfeboro Board of Selectmen
Public Meeting Minutes-Unapproved
COVID-19 Meeting- GoToMeeting
April 15, 2020

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

Staff present: Town Manager Jim Pineo, Planning Director Matt Sullivan, Fire Chief Norman Skantze, Parks and Recreation Director Christine Collins, MED Director Barry Muccio, Public Works Dave Ford, Welfare Director Amy Cappone-Muccio and Recording Secretary Michele Chamberlain

Vice Chairman Harriman opened the GoToMeeting at 6:30 PM.

Vice 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, Brad Harriman – present and alone in the room in his house, Dave Bowers present and alone in the room in his house, Linda Murray – present and alone in a room in her house, Dave Senecal present and alone in the room in his house and Paul O'Brien –present and alone in the room in his house.

Chairman Senecal had issues with his microphone so Vice Chairman Harriman asked to run the meeting.

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

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

Consideration of Minutes

Vice Chairman Harriman asked for approval from the Board of the April 1, 2020 ToGoMeeting Minutes.

It was moved by Linda Murray and seconded by Paul O'Brien to accept the minutes of April 1, 2020 as amended. 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.

Reorganization of the Board of Selectmen

A. Election of Chairman

It was moved by Linda Murray and seconded by Dave Bowers to elect Brad Harriman as the Chairman. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Paul O'Brien – yes and Brad Harriman - yes. Being none opposed, the motion passed.

B. Election of Vice Chairman

It was moved by Linda Murray and seconded by Brad Harriman to nominate Paul O'Brien as the Vice Chairman. Roll call vote Linda Murray – yes, Dave Bowers – yes,

Dave Senecal – yes, Brad Harriman – yes and Paul O’Brien - yes. Being none opposed, the motion passed.

C. Assignment of Selectmen to Town Boards and Committees

Paul O’Brien suggested reappointing people to the same Boards and Committees that everyone is currently serving on.

Dave Bowers seconded.

Linda Murray stated the list has Paul O’Brien serving on the Police Commission but Dave Senecal replaced him on this Board. (See attached list)

Paul O’Brien stated that is correct.

It was moved by Paul O’Brien and seconded by Linda Murray to reappoint people to the same Boards and Committees but noting that Paul O’Brien was replaced by Dave Senecal on the Police Commission. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O’Brien - yes. Being none opposed, the motion passed.

D. Consideration of the Board of Selectmen’s Rules of Procedure

Vice Chairman Harriman stated we have been provided with the Rules of Procedure for review.

Linda Murray suggested putting the public input for 3 minutes not to exceed 15 minutes back into the beginning of the meeting. This was also a request from a citizen at one of our meetings recently. She suggested having two sections of public input.

Brad Harriman agreed. He stated if we get the interrupts that we had one year then we might want to revisit.

Dave Bowers stated if there are interrupts we can adjourn the meeting and then reconvene.

Linda Murray stated we can revisit the rules of procedures at any time and make changes if we feel it is necessary.

It was moved Linda Murray and seconded by Paul O’Brien to add a new number 3 Public Input for 3 minutes each not to exceed 15 minutes after approved public minutes. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O’Brien - yes. Being none opposed, the motion passed.

Public Hearings

- i. Application of Samuel Avery House, LLC, for tax relief incentives for the renovation of a building pursuant to the Community Revitalization Tax Relief Incentive as provided for in RSA 79-E for the property located at 126 South Main Street – the Samuel Avery House, Tax Map 218, Lot 122.

Vice Chairman Harriman opened the public hearing.

Mr. Pineo stated we received this request in February and it is a very similar request that was just processed for the Pickering House. It has been shown to legal counsel and there are not issues. We have 60 days so we need to make a decision tonight so it stays within the legal timeframe.

Paul O'Brien asked if there was comment from the public.

Mr. Sullivan stated Maggie Stier sent an email saying she was in favor of the Cooke's application for tax relief for the Avery House. She would like to note that the façade would be significantly changed by elimination of two story columns roof line to make the third story to accommodate the apartments. Mr. Sullivan stated the proposed apartments are likely to be changed to commercial space. Ms. Stier stated that she understands the economics and it grateful the building is being saved and rehabilitated.

Vice Chairman Harriman closed the public hearing.

Linda Murray stated we need to decide if it enhances the economic and social vitality of the downtown, it is a substantial rehabilitation, it improves the historic building and it increases energy efficiency. We have to define this in order for it to go into the agreement tonight. She questioned if she was correct.

Mr. Pineo stated that was his understanding as well, that is correct.

It was moved by Linda Murray and seconded by Paul O'Brien to declare the Samuel Avery House LLC, building located at 126 South Main Street has a public benefit to Wolfeboro's downtown because it enhances the economic vitality of the downtown substantially rehabilitates the historic building, increases the energy efficiency of the said building. The rehabilitation of 126 South Main Street is consist with the Town's 2019 Master Plan. The tax relief period will be from 2021 to 2025 as determined in the 2020 reevaluation. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Vice Chairman Harriman questioned if they needed to make a motion to close the public hearing that is on their agenda.

Mr. Pineo stated yes, after the motion is adopted then the public hearing will need to be closed.

It was moved by Paul O'Brien and seconded by Linda Murray to close the public hearing according to the application of the Samuel Avery House LLC for tax relief incentives for the renovation to the building pursuant to the Community Revitalization Tax Relief Incentive as provided for in RSA 79-E for the property located at 126 South Main Street – the Samuel Avery House, Tax Map 218, Lot 22. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests

- i. April 3, 2020
- ii. April 10, 2020

B. Intent to Cut Wood or Timber

- | | | |
|-----|-------------------|------------------------|
| i. | Trotting Track Rd | Tax Map 146 Lot 15 |
| ii. | Rt 109 | Tax Map 136 Lots 1 & 2 |

C. Property Tax/Credit Exemption (s)

- | | | |
|----|------------------|--------------------|
| i. | 4 Old Mill Drive | Tax Map 231 Lot 74 |
|----|------------------|--------------------|

It was moved by Dave Bowers and seconded by Linda Murray to approve the Bulk Vote Items A - C. 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 stated Mr. Cooke has just entered the meeting.

Mr. Cooke stated he appreciated that the Board supports the project. If they have any questions he is happy to answer their questions. He stated he was sorry he was late for the meeting.

Vice Chairman Harriman questioned if the Board Members had any questions for Mr. Cooke.

The Board did not have any questions.

Mr. Cooke thanked the Board for their support.

Board Appointments

A. Agricultural Commission

Kurt DeVyder addressed the Board. He stated he would like to be considered for the 3 year term to be an alternate member to the Agricultural Commission. He is very interested in agricultural issues within the Town and will be opening up his parent's farm this May.

Vice Chairman Harriman thanked Mr. DeVyder for donating his time.

Vice Chairman Harriman stated David P. Rogers and Sarah Silk would like to be a members for 3 year terms. Kurt DeVyder would like to be an alternate member for a 3 year term.

It was moved by Linda Murray and seconded by Dave Senecal to appoint David P. Rogers and Sarah Silk to be full members of the Agricultural Commission for 3 year terms. They appointed Kurt DeVyder to become an alternate member for a 3 year term. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Mr. DeVyder thanked the Board.

B. Economic Development Committee

Kathy Tetreault addressed the Board. She stated she has been involved with the Economic Development Committee for a while since she joined the Lakes Region Technology Center. She has lived in Town for 22 years and would like to offer her services to the Town.

It was moved by Linda Murray and seconded by Dave Senecal to nominate Kathy Tetreault to the Economic Development Committee for a 3 year term. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

C. Energy Committee

Vice Chairman Harriman stated James Nupp would like to be appointed to the Energy Committee as an alternate member for a 3 year term.

It was moved by Dave Senecal and seconded by Paul O'Brein to appoint James Nupp to the Energy Committee as an alternate member for a 3 year term. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

D. Milfoil Committee

Vice Chairman Harriman stated the following people would like to be appointed:

Susan Goodwin – member 3 year term
Kathy Barnard – member 3 year term
Marc Martin – member 3 year term
John Russell – member 2 year term
Thomas Ouhrabka – member 2 year term
Rebecca Bartlette – member 2 year term

It was moved by Linda Murray and seconded by Dave Senecal to appoint Susan Goodwin – as a member for a 3 year term. Kathy Barnard as a member for a 3 year term. Marc Martin as a member for a 3 year term. John Russell as a member for a 2 year term. Thomas Ouhrabka as a member for a 2 year term. Rebecca Bartlette as a member for a 2 year term. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O’Brien - yes. Being none opposed, the motion passed.

E. Heritage Commission

Vice Chairman Harriman stated David Bolduc and Vaune Dugan would like to be appointed to the Heritage Commission as members for 3 year terms.

It was moved by Dave Senecal and seconded by Dave Bowers to appoint David Bolduc and Vaune Dugan to the Heritage Commission as members for 3 year terms. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O’Brien - yes. Being none opposed, the motion passed.

F. Cable TV Advisory Committee

Vice Chairman Harriman stated the following people would like to be appointed:

Marshall Goldberg – member 2 year term
Lynn Hinchee – member 2 year term
David Wells – member 2 year term
Peter Schneider – member 2 year term

It was moved by Paul O’Brien and seconded by Dave Bowers to appoint Marshall Goldberg, Lynn Hinchee, David Wells and Peter Schneider to the Cable TV Advisory Committee as members for 2 year terms. Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O’Brien - yes. Being none opposed, the motion passed.

New Business

A. Emergency Management – Status Report

Mr. Pineo stated the work the Emergency Management team has done has been excellent. There has been a lot of collaboration and unique planning. We have an emergency

management plan which is a basic template to deal with the pandemic. However, the template is also a basic component of the process. Chief Skantze and Schelley Rondeau have done a phenomenal job. He thanked Chief Skantze for all the work he has done.

Chief Skantze, Incident Command Chief, addressed the Board. He stated all of the departments that have been assigned to the Incident Command team have attended all the meetings. They have been completing assignments as needed. The Town has a plan that was established in 2018. When we go to revise the plan we will know what things worked and what things we need to revise moving forward. The Emergency Operation Center is still operating under the Federal, State and Local Emergency Declaration. We have an Incident Action Plan that is in play. We have a work plan time every week which we talk about our goals and objectives for the week and deals with issues that have come up during the week. This is a very slow motion emergency. Usually when we talk about emergencies they are fast moving such as weather issues and we are left with damage assessment. This is a slow motion emergency which we need to deal with day in and day out. The Town's EOC is located in the Town's Public Safety Building but because of social distancing and the nature of the COVID-19 we are operating electronically with virtual meetings. This has been a learning curve for everyone that has been participating but it is now a tool we can use moving forward. This emergency has forced all of us to use this realm and get to know each other as emergency managers. The results have been excellent. The regular Town government is still operating. We have made some minor adjustments such as closing the Town offices to the public and wearing protective equipment. We have had some staffing adjustments such as split shifts. The Electric Department has divided into two teams in case of an emergency with people getting sick. The Public Works Department have split people up so they are working out of different buildings. They have one person in a truck instead of two. There have been a lot of things modified but regular Town government activities are continuing as they always have. The EOC is set up to deal with the COVID-19. We are not running the Town. We are advising the Board of Selectmen about the operations related to COVID-19. The Board of Selectmen and the Town Manager are completely in control of running the Town. The issues and decisions the Town Emergency Staff have made are derived from input from working together and looking at the data that is available. New Hampshire has 1,119 cases. There has been approximately 329 people who have recovered from COVID-19 which is 30%. There have been 27 deaths. There are 63 hospitalizations that are related to COVID-19. We have had over 10,000 people that have tested negative for the virus and we have 73 tests pending. We have 2,250 people that are being monitored or quarantined. The action of social distancing by the citizens has helped greatly. We have had interaction with the State EOC on a daily basis and we have developed resources. Carroll County Collation for Public Health have helped us set up a surge hospital which is in place at the Arts Center at Kingswood High School. We will be able to take 50 patients. There has been no signs to activate the surge hospital at this time. We are working with Huggins Hospital to set up volunteers and others to help. Mr. Sullivan sent a letter to businesses in the community relative on how we can be helpful to them and a resource. Mr. Pineo has been providing regular messages to the community. John MacDonald has done a great job with providing information from the State level. At this point our objectives are to support readiness of the alternative care facility and to investigate a second site for another surge hospital. We have an emergency plan to evacuate the ACF site if it becomes

necessary. We have done more planning than anything else but if something happens we will be able to meet the demands. We have secured protective equipment for all departments within the Town. We have stalked PPE for the Town and are working with Huggins Hospital to provide them with PPE through the State and other private companies. We have had a lot of donations and they are greatly appreciated. The EOC staff has become familiar with the operations order that was written by Chief Dean Rondeau so we will be able to work collaboratively when it is up and running. We continue to encourage the community in handwashing and social distancing. We are asking people not to be in groups. This is really tough and we do not know how long this will last but everyone within the community is making the efforts to help.

Mr. Pineo stated we will continue on and this team has excelled during this pandemic. He reminded the citizens that if they had concerns to reach out to his office either by email or telephone. He asked people to please maintain the social distancing and good hygiene of hand washing. He asked people to wear masks when they are out in the public. We need to stop this virus so we can get back to regular life.

B. Non-Judicial Settlement Agreement – Josiah W. Brown Trust

Mr. Pineo stated this is a non-judicial settlement document regarding the Josiah Brown Fund. It outlines some parameters for the trustees to be able to follow. If the Board has any questions we can reach out to legal counsel.

Ms. Murray stated this agreement is related to Brown Hall that Brewster has. We are giving Brown Hall to Brewster Academy with all the requirements within the Trust. It is different from the Josiah Brown Trust that we give the scholarships from.

It was moved by Paul O'Brien and seconded by Dave Senecal for the Board to sign the Non-Judicial Settlement Agreement dated March 11, 2020 as recommended by town counsel. . Roll call vote Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, Brad Harriman – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

C. Capital Projects Update – Public Works

Dave Ford, Public Works Director, addressed the Board. He reviewed with the Board his Capital Projects Update Report. (see attached sheets)

Carry Beach Parking -2020 – Article 11

He will be meeting with Underwood Engineers next week to finalize the engineering to the construction documents. We hope to have it out to bid by the end of the summer. The shoreline application has been submitted. We need to address the Town septic system. He suggested removing the septic system and putting in upscale port-a potties to minimize the environmental impacts in the area. We are working with a private citizen to upgrade his failed septic system as well. We continue to work on stormwater treatment.

Mr. Ford stated the State has put out a request to know Town's shovel ready projects. The stimulus package may come with money for infrastructure and the State is making a list. This is one of the projects that we put on the list and we may get a grant because it is storm water treatment. We need to move forward with the engineering. There have been some concerns about revenue and construction but we have a few months to make those decisions.

Ms. Murray questioned if the toilets would be taken out of the bathhouse and just make it a changing station.

Mr. Ford stated he will discussion with Parks and Recreation and the State. We might be able to save the tank and use as a pumping chamber. It would be nice to keep the building but not the leach field.

Mr. O'Brien questioned if this was on schedule.

Mr. Ford stated correct. If things get worse financially then we can pull the plug on the construction part but still have the engineering complete.

Mr. O'Brien stated he would like Mr. Ford to tell them which projects are shovel ready.

Mr. Ford agreed.

Town Road Upgrades– 2020 – Article 15

Mr. Ford stated the Town will perform the drainage to Bryant Road due to budget changes. Pine Street and Lehner Street will be finished by the contractor, Lineman. North Wolfeboro Road and Martin Hill Road will just have overlays completed by Frank Carroll. He would like to move forward with the layout extension of the Railroad Avenue Extension. This was delayed because of the museum and the railroad storage building but the public voted in favor this year to Mr. Simms project. Mr. Simms needs to have the infrastructure put in and the road. Mr. Ford questioned if it was okay to continue with the project.

Ms. Murray stated three years ago we did make some decisions on the layout of the road in terms of two way traffic. It would be helpful to review the plan that we decided on before. She asked if the plans could be sent out to the other Board members for their review. Ms. Murray stated Mr. Ford had already sent the plans to her after she requested them this past week.

Mr. Ford stated Mr. Simms has a new setup for his ADA accommodations and ramp. He would like to get that put on the site plan. Mr. Ford questioned if the Board was okay with moving things around so this project gets finished this year.

Ms. Murray agreed.

Mr. O'Brien questioned how Mr. Simms was doing with raising the necessary funds to do the actual construction of the building. It would be nice to know if there is money coming in

from donors. He questioned if they could have an update from Mr. Simms at their next meeting. We need to know if he has the funds to start the project.

Ms. Murray stated it would be nice to get this finished for the Town as well because we are dealing with parts that are paved and parts that are asphalt.

Mr. Ford agreed. The gravel road gets dusty and messy. This is a project that was put off for a couple of years but is important to get done this year because Mr. Simms did get an LCHIP Grant so the money has to be spent this year. Mr. Ford stated it sounded like Mr. Simms was getting donations.

Mr. O'Brien stated he would like to see the data.

Mr. Ford stated this year is going to be difficult in terms of production. We will take a 20% reduction in production due to the mental health days for workers and other changes made because of the pandemic. We are shooting for getting these projects done but things may change if the crew becomes ill. The Town will perform the drainage to Allen Road. We will be rebuilding gravel roads on Beach Pond Road.

Ms. Murray questioned if Mr. Ford could add a column to his spreadsheet that would be helpful. The Town Roads are warrant articles that are two year appropriations so if they are not finished in 2020 than they can be completed in 2021. She asked if Mr. Ford could put a column showing if the project is bonded and the year the project needs to be completed by.

Mr. Ford stated most of the money will be spent this year. If a project gets carried over we have a purchase order. There were funds carried over from 2019 but those funds are designated to Partridge Road, Forest Road and Clarke Road.

Recreational Dock Repairs – 2020 – Article 17

Mr. Ford stated we are working with our engineer (Duncan Mellor) but he has switched companies from Tighe & Bond to Civilworks. We are working with both companies to try to complete the permitting, grant application and final design of Dock Upgrade project. We hope to go out to bid in phases. We are working on some safety issues and there design. He stated he would like to discuss these issues in a work session with the Selectmen at a later time. We had damage this year to the docks by ice. A claim was filed with Primex and repairs have been made. Although the repairs required the removal of an old plastic wood bench and now we are exposing the old concrete abutment that separates the docks from the brick walk. He would like to use Capital Reserve Funds from the Docks and the Dockside Parking lot to fix.

Water Quality Improvements – 2020 Article 18

Mr. Ford stated this was layout for assistance for the Cyanobacteria Committee. This was money for the 319 grants.

Mr. Sullivan stated we are also working with the Rust Pond on two potential proposals. The 319 grant funding should be secured and signed by GNC. We just released the RFQ for engineering services for phase 3 last week.

Public Works Vehicle/Equipment Capital Reserve – 2020 Article 20

Mr. Ford stated we have purchased a sidewalk plow and a one ton truck. We are rebuilding our 6 wheel dump trucks.

Building Maintenance Capital Reserve Fund – 2020 Article 22

Mr. Ford stated there is an approximate balance of \$123,000 to \$130,000. He stated Ms. Murray found a few discrepancies. We added \$50,000 to that fund this year. It was proposed to paint the Clark Complex Buildings, Replace Highway Garage Doors and replace roof at Dockside Restaurant. The roof is out to bid now. The Clark Complex Buildings and replacing the Highway Garage Doors are on hold at this time.

Mr. O'Brien questioned the discrepancies.

Ms. Murray stated the discrepancies were not under Building Maintenance Capital Reserve Funds. They were under restrooms. We need to move forward with the painting of the Clark Complex Building.

Mr. Ford stated Ms. Collins has the pricing for this so we can move forward on it.

Mr. O'Brien questioned if it was just a paint job or if structural repairs were needed.

Mr. O'Brien questioned when Mr. Ford thought they would hear back about the big grant for the Docks.

Mr. Ford stated hopefully in the late spring. It was a grant and we were one of the first to get our application approved. Mr. Ford stated he would check on this to see.

Mr. O'Brien stated he was concerned about the grant money being stopped or postponed.

Ms. Collins stated she just signed a purchase order for the painting of the Clark Complex Building which should be on the Town Manager's desk. There are a few boards that need to be fixed on the Schoolhouse.

Mr. Pineo stated we will have this completed before the 4th of July.

Water Department Backhoe – 2020 Article 27

Mr. Ford stated the John Deere Backhoe was ordered and should be here next month.

Mr. Bowers stated he would be willing to fund a nature area if Ms. Collins was interested.

Ms. Collins thanked Mr. Bowers.

Electrical Generation Building Study – 2020 Article 35

Mr. Ford stated this article received a lot of support by our citizens. Bergeron Technical Services has approached the Town and offered their assistance. This is on hold due to the pandemic.

Pleasant Valley Road – 2019 Article 12

Mr. Ford stated the site work should be been completed in April and we hope to pave the road in May. The worker that was hurt is recovering from his serious injuries but should have a full recovery.

Mr. O'Brien questioned if there was an OSHA revaluation.

Mr. Ford stated there should be but he has not heard about it. They did meet all NHDOT requirements. It was a freak accident. He could contact the owner to find out. We hope that the project will be completed in May.

Town Road Upgrades – 2019 Article 13

Mr. Ford stated the balance of the account will be spent on Partridge Road BMP's and Forest Road. The work will be scheduled shortly.

Dockside Public Restrooms Upgrades – 2019 Article 15

Mr. Ford stated Milestone has substantially completed the project. The bathrooms could have been opened but we decided not to because we did not think we could open them up safely due to the current State of Emergency. The area is very tight. We had to rip up the whole parking lot to install new water and sewer service. Mr. Roark offered to upgrade the landscaping and put in a pedestrian section. We will be laying a curb tomorrow and hopefully pouring concrete on Friday. We should be putting in the new tree planter next week. Mr. Roark has a 30 foot Red Maple tree coming. We hope to complete the project in May and if the National Emergency ends to have the bathrooms opened as well.

Ms. Murray stated she has some issues with this project. There is a surplus balance and our financial statements for February do not match your amounts. The financial statement shows the project is over by \$1,242.00 so our figures do not match the financial statements.

Mr. Ford questioned where the financial statements came from.

Ms. Murray stated the Finance Director provided the February financial report to the Board. We know have two figures and they are different. She questioned which figure is correct.

Ms. Murray stated we never talked about any of the funds in the warrant article being used for the garden. We talked about the sewer and water. In the October 2nd meeting Dave Senecal stated that Tighe and Bond reported that the curbing needed to be replaced. Dave Ford stated we are not replacing it. We will be reinforcing it with rip rap. She is concerned with us using any money from this warrant article for the garden.

Mr. Ford stated he controls his money by purchase orders and felt that Mr. Neff was a little bit behind on some purchase order adjustments. He felt his numbers were correct. The October 2nd minutes were confusing because Dave Senecal was referring to the work on top and we were talking about the work underneath. The response was we would be fixing that from the outside with the rip rap. We are not spending any money on landscaping. Mr. Roark will be doing the landscaping.

Ms. Murray stated we are talking about putting a box around a tree and granite curbing. If the engineering and construction had not come in lower then there would be no money for this. It was not part of the original project.

Mr. Ford stated he was trying to make it look nice. He thought it had been discussed and the Selectmen had given the green light to move forward. He stated he is sorry if there was a misunderstanding.

Ms. Murray stated she felt that was not in the wording of the warrant article.

Mr. Ford stated we never put details into warrant articles.

Ms. Murray stated we do not agree on this. She felt this was not part of the agreement that we told the voters. If it was decided then it should have been in the Deliberation Session. We can agree to disagree.

Mr. Ford stated we have been working on the parking lot area for 3 years. We had all kinds of presentations and discussions with Mr. Roark. This was part of a long term plan and he disagreed that it was not discussed. Sometimes we need flexibility to work. He felt he did everything in the best interest of the Town and it was open and honest. He agreed with Ms. Murray that they could agree to disagree.

Ms. Murray stated we should have been clearer in our presentation in October or at the Deliberative Session or there should have been wording in the warrant article. We can agree to disagree.

Mr. Pineo stated Mr. Roark did come to Mr. Ford after all the funds was approved to provide funding for these expenses. It may look like some of these funds were not used for the project as outlined. The project really changed when Mr. Roark came forward with these ideas. He stated he thought they had come before the Board with the changes. He felt this would make a much more aesthetically final project compared to what we would have done had we not had the opportunity to partner with Mr. Roark.

Mr. Bowers stated Mr. Roark is a great asset to our Town.

Mr. O'Brien stated we need to have an alignment between Mr. Ford's numbers and the Finance Department numbers. This needs to be sorted out. Mr. O'Brien stated he is uncomfortable with the numbers not matching. The other question is if the garden was part of the warrant article. Mr. O'Brien questioned the amount of money for the garden.

Ms. Murray stated \$11,000.00.

Mr. Pineo stated that amount is correct.

Mr. O'Brien stated since it was not in the warrant article then maybe we need to find \$11,000.00. He did not feel the work should stop because that is not a good idea. We need to do it right but Ms. Murray is also right as well. We need to find the money to do it right.

Mr. Bowers stated he donated some money to the Town that Ms. Muccio has for spending at her discretion. If the Selectmen agree then they could probably get the funds from that account.

Mr. O'Brien stated he is very concerned with the Public Works Director and the Finance Director having different balances for the project.

Ms. Murray agreed with Mr. O'Brien. She stated we also need to be clear in our warrant articles about what we are using the funds for and if all the money for the construction was spent then there would not have been money for the garden.

D. Beach Policy Discussion

E. Assessing Revaluation/full statistical contract