

Wolfeboro Board of Selectmen
Public Meeting Minutes-Approved
April 17, 2019

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

Staff present: Acting Town Manager Jim Pineo, Police Chief Dean Rondeau, Parks and Recreation Director Christine Collins, Planning Director Matt Sullivan, Public Works Director Dave Ford 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 needed to discuss real estate and reputation.

Ms. Murray stated we have an item under hiring to discuss.

Consideration of Minutes

Chairman Senecal asked for approval from the Board of the April 3, 2019 Regular Meeting Minutes.

It was moved by Linda Murray and seconded by Paul O'Brien to accept the minutes of April 3, 2019 as amended. Members voted and being none opposed, the motion passed.

Public Hearings

A. Temporary Event Permits

- i. **Heather Martin and Nate Bonnier request to hold a wedding ceremony in Cate Park on October 19, 2019 from 11:00 am - 5:00 PM (includes setup and breakdown time) estimated guests 120.**

Chairman Senecal opened the public hearing.

Mr. Pineo stated the Town received notification from them asking for the request to be tabled because some of the information we requested they were not able to get to us in time.

Chairman Senecal closed the public hearing.

It was moved by Paul O'Brien and seconded by Brad Harriman to table the request from Heather Martin and Nate Bonnier to hold a wedding ceremony in Cate Park on October 19, 2019 from 11:00 am - 5:00 PM (includes setup and breakdown time) estimated guests 120. Members voted and being none opposed, the motion passed.

- ii. **Wolfeboro Parks and Recreation to host Arbor Day at 88 Lehner Street, Foss Field Pavilion from 10:00 AM to 11:00 AM on May 3, 2019.**

Chairman Senecal opened the public hearing.

Christine Collins, Parks and Recreation Director, addressed the Board. She stated this is an event that has been held for the last 10 years. It is a collaboration with Crescent Lake School with the 5th graders. Bartlett Tree is donating a tree this year. We will plant the trees with the children and have an Arbor Day celebration.

Chairman Senecal closed the public hearing.

It was moved by Brad Harriman and seconded by Paul O'Brien to approve a temporary event permit to the Wolfeboro Parks and Recreation to host Arbor Day at 88 Lehner Street, Foss Field Pavilion from 10:00 AM to 11:00 AM on May 3, 2019. Members voted and being none opposed, the motion passed.

- iii. **Wolfeboro Parks and Recreation to host the Fall Festival at 88 Lehner Street, Foss Field Pavilion from 11:00 AM to 2:00 PM on September 28, 2019.**

Chairman Senecal opened the public hearing.

Christine Collins, Parks and Recreation Director, addressed the Board. She stated we have done this event for the last two years at Abenaki but we are looking to bring the event into Town. We would like to have the event at the Foss Field Pavilion.

Chairman Senecal closed the public hearing.

It was moved by Chairman Senecal and seconded by Dave Bowers to approve a temporary event permit to the Wolfeboro Parks and Recreation to host the Fall Festival at 88 Lehner Street, Foss Field Pavilion from 11:00 AM to 2:00 PM on September 28, 2019. Members voted and being none opposed, the motion passed.

- iv. **Families in Transition-New Horizons/Hope House to host a 5k run at Foss Field/ Cotton Valley Trail from 2:30 PM to 7:30 PM on August 1, 2019.**

Chairman Senecal opened the public hearing.

Jeanne Burns, Philanthropy Officer at Hope House, addressed the Board. She stated for the last two years the 5K was held at Abenaki Ski Area but this year we would love to host it nearer to downtown Wolfeboro and Hope House. We would like to use a portion of the Cotton Valley Rail Trail starting and ending at the Glendon Street parking lot, which is a few hundred feet from Hope House. Last year we had 150 participants and we hope to have 200 participants this year. We met with Mr. Sullivan, Paul Desmarais and Noreen MacDonald to get written permission to have the event on the trail. Parks and Recreation has agreed to let us use their electrical outlet on Foss Field.

Madelyn Albee, property owner, on Sandbox Drive has given her permission to have our course turnaround on her property. The trail will be open to the public during the event but we will place signs in advance letting the public know of the event and its timing.

Ms. Murray stated they had not received their insurance policy rider.

Ms. Burns stated she had an extra copy with her that she could provide to the Board.

Chairman Senecal closed the public hearing.

It was moved by Linda Murray and seconded by Dave Bowers to approve a temporary event permit to the Families in Transition-New Horizons/Hope House to host a 5k run at Foss Field/Cotton Valley Trail from 2:30 PM to 7:30 PM on August 1, 2019. Members voted and being none opposed, the motion passed.

- v. **All Saints Episcopal Church to host Circus Smirkus Youth Circus at 10 Trotting Track Road, "The Nick" from August 11-12, 2019 from 1:00 PM to 8:00 (four shows total).**

Chairman Senecal opened the public hearing.

Carolyn Sundquist and Dan Whitemore, Cochairmen of Circus Smirkus, addressed the Board. Ms. Sundquist stated last year All Saints Church presented the circus for the first time at the Nick and the event was extremely successful. We had about 2,500 participants attend. We gave a number of tickets to children and families that would not have been able to afford the circus which we plan on doing a lot more this year. We hope to have the event annually.

Chairman Senecal closed the public hearing.

Mr. Harriman stated their first form is blank but it looks like all the information is included in the rest of the packet.

Mr. Pineo stated all the information is included.

It was moved by Brad Harriman and seconded by Chairman Senecal to approve a temporary event permit to the All Saints Episcopal Church to host Circus Smirkus Youth Circus at 10 Trotting Track Road, "The Nick" from August 11-12, 2019 from 1:00 PM to 8:00 PM (four shows total). Members voted and being none opposed, the motion passed.

B. Acceptance of Unanticipated Funds in the excess of \$10,000.00.

- i. **To accept unanticipated funds in excess of \$10,000 in accordance with RSA 31:95-b III (a), relative to a municipal rebate in the amount of \$23,157.05 from NH Elec Co-op to the Wastewater Treatment Facility.**

Mr. Pineo stated this was a rebate for the Wastewater Treatment Facility due to energy efficiencies that were made at that facility.

Dave Ford, Public Works Director, addressed the Board. He stated we applied last year to NHDES for a grant to do an energy audit. The audit came up with different ideas that we could apply for these energy conservation rebates. We were able to get credit for making things more efficient. We would like this money to go back into the Capital Reserve Account so we can spend the money this year. This is a rebate for putting in the diffusers to make the Wastewater Treatment Plant more energy efficient.

Ms. Murray questioned if a motion was needed to transfer the money into the Capital Reserve Account because last year a check got deposited into the wrong account.

Mr. Pineo stated we are still trying to figure out what the mechanism to bring the money across into the Capital Reserve Account.

Mr. Ford stated Ms. Murray is referring the \$50,000.00 check from the insurance company. We need to first accept the money. Mr. Ford stated Ms. Murray is correct the money needs to go into the Capital Reserve Fund.

Mr. Pineo stated we need to have the correct mechanism.

Mr. O'Brien agreed that the funds should be put into the Wastewater Treatment Facility.

Chairman Senecal stated we are here tonight for a motion to accept the funds.

Chairman Senecal closed the public hearing.

It was moved by Paul O'Brien and seconded by Linda Murray to accept the unanticipated funds in excess of \$10,000 in accordance with RSA 31:95-b III (a), relative to a municipal rebate in the amount of \$23,157.05 from NH Elec Co-op to the Wastewater Treatment Facility. Members voted and being none opposed, the motion passed.

It was moved by Linda Murray and seconded by Chairman Senecal to take the funds from the NH Elec Co-op Wastewater Treatment Facility and have the funds placed in the Wastewater Treatment Plant Capital Reserve Account. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests

- i. April 5, 2019
- ii. April 12, 2019

C. Application for Current Use

- i. 231 Pork Hill Rd Tax Map 8-1-1,8-1-3 &8-1-1-4
- ii. Wentworth Watershed Association Tax Map 233-1 & 233-2

C. Property Tax Abatements/ Refund Approval

- i. Abatement #27 (2018) Tax Map 190-113

D. Intent to Cut Wood or Timber

- i. 231 Pork Hill Rd. Tax Map 8-1-1, 8-1-3 & 8-1-4
- ii. Trotting Track Rd Tax 146-15

D. Property Tax Credits/Exemptions Approvals

- i. 6 Greenleaf Drive Tax Map 243-32
- ii. 24 North Line Rd Tax Map 115-7
- iii. 47 Abenauke Drive Tax Map 252-28
- iv. 18 Hickory Road Tax Map 201-34-133
- v. 78 Bay Street Tax Map 203-52
- vi. 4 Applewood Drive Tax Map 201-65
- vii. 381 N Main St Tax Map 260-75
- viii. 64 Parker Island Rd Tax Map 226-5
- ix. 545 Stoneham Rd Tax Map 120-1

E. Raffle Permit – Great Smith River Canoe & Kayak Race

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

Town Manager Search Process

Chairman Senecal asked Ms. Murray to speak about this.

Ms. Murray stated we received 34 applications and 19 of them were from New Hampshire. Last time we received 33 applications and only 10 were from New Hampshire. We need to send out the essay questions and if everyone is comfortable then we need a motion to accept them.

It was moved by Dave Bowers and seconded by Brad Harriman to accept the essay questions as submitted. Members voted and being none opposed, the motion passed.

Ms. Murray stated we need to decide on the interview panels. How will the panels be made up and when and where will the interviews take place. The Board decided on the following three panels:

Panel 1 - 4 community members, 2 department heads - 1 BOS member leader
Panel 2 - 4 community members, 2 staff - 1 BOS member leader
Panel 3 - three BOS members

Mr. O'Brien stated we want to have citizens involved because it is the right thing to do. He questioned how the citizens will be picked.

The Ad would go in the Granite State News on April 25 with a reply back on April 30. The Ad could go on the Town website on April 18 with a reply back on April 30. The Ad could be put on the Facebook pages on April 18 with a reply date on April 30.

Ms. Murray stated we need to set a date for the interview panels.

Ms. Murray stated the Board needed to decide where to conduct the Interviews. The First Congregational Church only has the following dates available: Monday, May 13, Tuesday, May 21 and Thursday, May 24. The cost is about \$300.00 to use the space but they would have to bring in food. She could check the availability of the All Saints Church, Pickering House, Wolfeboro Inn and Huggins Hospital.

Mr. Harriman stated he had other meetings on Monday, May 13th so it would be easier for him if the interviews could take place later in the week.

Chairman Senecal asked Ms. Murray to check into the other venues and get back to them with other dates.

Mr. O'Brien suggested having the interviews as soon as possible. Last time when they hired a Town Manager the timeframe had the person jumping right into budget season. The sooner they hire a Town Manager the better.

The Board decided the Interviews would take place the week of May 13-17.

Ms. Murray stated she did not really like the Wolfeboro Inn's set-up because she would prefer to have rooms. She will look into the other venues and send a date to the Town Manager and Mr. Pineo will send it out to the rest of the Board Members. Ms. Murray will try to get the ad to the Granite State News by April 25th.

Mr. O'Brien questioned how citizens applied to be panelists and how it is decided who will be chosen.

Ms. Murray stated citizens should apply to the Town Manager search email.

Mr. O'Brien questioned how the citizens would be chosen.

Ms. Murray stated we will have another meeting and can decide then.

Mr. O'Brien stated he already sent one person that expressed interest to contact Chairman Senecal. He suggested putting the names in a hat and having Pat Waterman pick out names. This way people would know it is going to be a random selection.

Mr. Bowers disagreed. He felt the Board should be selective in who they ask to be a panelist.

Chairman Senecal stated they will decide at the next meeting.

Ms. Murray stated last time when she chose the staff she tried to make sure they were from different departments.

Mr. O'Brien agreed.

New Business

A. Renewal of License Agreement with Wolfeboro Jet-Ski Rentals

Kyle Drouin, Owner of Wolfeboro Jet-Ski Rentals, addressed the Board. We are looking to renew our agreement. We were hoping to do an earlier start date of June 1st this year but everything else remains the same.

Ms. Murray stated this has been a wonderful relationship between a young adult providing a business and the Town. People love the service.

Mr. O'Brien questioned when a person gets a day license is there something that will enable them to get a more permanent license.

Mr. Drouin stated we allow them to keep the book so if they want to take the test they could use the book to study.

Mr. O'Brien stated there is no consideration from the State if they are given the license examination for a day license. It appears it is the same examination as a boating license that you get to keep for the rest of your life. This can't be changed.

Mr. Drouin stated the State will not change this.

Chairman Senecal stated it is the same as boat rentals.

Mr. O'Brien stated it is the same license test.

It was moved by Chairman Senecal and seconded by Brad Harriman to approve the Back Bay Docks License agreement with Wolfeboro Jet-Ski Rentals . Members voted and being none opposed, the motion passed.

B. Arbor Day Proclamation 2019

Chairman Senecal stated the Wolfeboro Parks and Recreation Department, Tree Warden Kirk Titus and the Crescent Lake School 5th Grade Class are hosting an Arbor Day tree planting event at Foss Field at 10:00 AM on May 3rd.

It was moved by Brad Harriman and seconded by Paul O'Brien to approve the Arbor Day Proclamation for 2019 as presented to the Board. Members voted and being none opposed, the motion passed.

C. Wolfeboro Court Use Policy- Parks and Recreation

Christine Collins, Parks and Recreation Director, addressed the Board. She provided the Board with a Wolfeboro Court Usage Policy (see attached sheet). We are requesting more definitive times for court usage. She received a lot of complaints last year. The pickleball crew is really growing but it is impacting the tennis crew so there is a lot of fighting. We felt this would streamline the courts. Ms. Collins stated no individual, group, club, or organization shall occupy tennis or pickleball courts for tournament or recreational play without written permission from Wolfeboro Parks and Recreation and/or Selectmen.

Mr. O'Brien questioned if Mr. Pineo was okay with this policy.

Mr. Pineo stated he had worked a little with Ms. Collins about this policy because of the problem they had last year. He felt this should correct the problem.

Ms. Murray stated this looks great. It is very clear.

Mr. O'Brien stated clarity is good.

Ms. Collins stated we will make a special sign for the usage.

It was moved by Paul O'Brien and seconded by Linda Murray to approve the Wolfeboro Court Usage Policy dated 3/21/19. Members voted and being none opposed, the motion passed.

D. Acquisition of Conservation Easement – Bridger Wildlife Habitat

Mr. Pineo stated he received communication from the Conservation Commission this morning asking to table this for now.

It was moved by Brad Harriman and seconded by Paul O'Brien to table the acquisition of Conservation Easement- Bridger Wildlife Habitat. Members voted and being none opposed, the motion passed.

E. Request to spend Public Works and Solid Waste Capital Reserve Funds

Dave Ford, Public Works Director, addressed the Board. He stated we have a new policy this year regarding use of money in Capital Reserves so we are requesting the Board of Selectmen to take a vote on the purchase so it is very clear. We have two purchases the Volvo Loader and a Chevy Pickup Truck replacement.

Ms. Murray stated this paperwork was very well done and it answered any questions that she had right away.

Ms. Murray stated she had an unrelated question. She questioned what work was being done at the Town Docks.

Mr. Ford stated the local contractor is getting ready for ice out. We are using him to do the dock repairs and there was one set of supports that was not completed where the Mount Washington comes in. They are waiting for a calm day to do the bracing.

Ms. Murray questioned if the barge was supposed to be there.

Mr. Ford stated it is part of the work that they will be doing.

Ms. Murray stated the barge is hanging out.

Mr. Ford stated he is waiting for ice out.

It was moved by Brad Harriman and seconded by Linda Murray to approve the request to spend Public Works Capital Reserve Funds for the purchase of the Volvo Loader and the Chevy Pick-up Truck. Members voted and being none opposed, the motion passed.

Mr. O'Brien stated this followed bid procedure. They received three bids and the lowest bid won. It was very well done.

Mr. Ford stated we drove all the loaders. It was the best value, the best deal and the best price.

Mr. Pineo stated this purchase made a complete (4) Unit Heavy Equipment Fleet and a number of the filters are actually the same.

Mr. Ford stated this will make maintenance easier.

Mr. Ford stated the Center Street Project will resume on Monday, April 22nd. Unfortunately, people should expect delays.

F. Grant Agreement with NH Department of Environmental Service for Household Hazardous Waste Program - \$2,529

Sarah Silk, LRHHP, addressed the Board. She stated she received information on January 28th but there was a correction made last Thursday. The amount unfortunately has gone from \$2,831 to \$2,529 on the contract. The timeframe is from July 2019 to June 2020. There is a certain motion that needs to be made by the Board of Selectmen to authorize the Acting Town Manager to sign the contract. After the minutes are typed Pat Waterman certifies as the Town Clerk and Justice of the Peace that the Selectmen did indeed make the motion.

It was moved by Linda Murray and seconded by Paul O'Brien to authorize Jim Pineo the Acting Town Manager to sign the grant agreement on behalf of the Town of Wolfeboro for the State of New Hampshire's contract for \$2,529. Members voted and being none opposed, the motion passed.

G. Review of Ordinances; Bus and Beaches

Matt Sullivan, Planning Director, addressed the Board. He stated he would start with the bus ordinance because it was discussed at a prior meeting and there were modifications based on that discussion. The following language was added to the ordinance Part B Loading and unloading: Railroad Avenue in front of the Railroad Station in a marked/signed location on the water side of the building. Mr. Sullivan suggested holding a public hearing at the May 1st or May 15th Board of Selectmen meeting.

Mr. O'Brien questioned if there was a sign out front of Dockside saying no buses.

Mr. Sullivan stated he was not sure.

Ms. Murray stated they should check with the Chamber of Commerce. We were also going to put up a No Idling sign.

Mr. O'Brien stated someone can get a ticket for \$100.00 and they are going to say there is no sign there. We are going to say to them you didn't read the sign that we didn't put up.

Mr. Sullivan stated he can add a sign. It is a good idea and we can put it in a nice location.

Ms. Murray stated the sign needs to be out far enough so the buses don't start in.

Mr. Sullivan thought the sign should be adjacent to the Avery Building.

The Board decided to hold a public hearing on May 15th.

Mr. Sullivan stated he drafted a proposed beach ordinance that has seven sections (Regulated Area, Authority, Parking, Beach Rules, Enforcement, Schedule of Penalties, and Saving Clause). **(See Attached Sheet)** There may be need for modifications.

Ms. Murray stated she made a bunch of changes and she could give them to Mr. Sullivan.

Ms. Murray stated based on my research of the Town Ordinance on the Town website, the only existing beach ordinance is curfew 16-1 which reads no parking or bathing from 10:00 PM to 6:00 AM. But the Parks and Recreation summer and fall brochure for 2019 list all beaches open from dawn to dusk. She suggested that there should be consistency as to the times the beaches are open. She checked the Parks and Recreation brochures back to 2015 and they list all beaches open from dawn to dusk.

Mr. Sullivan stated this draft was intended to be an elimination draft.

Ms. Murray had a concern with the description of the bus because the Wolfeboro Area Children's Center uses a mini-bus. She suggested the following language: parking or dropping off by commercial buses is prohibited or other buses with occupancy greater than (?- a certain number) but local agencies with mini-buses may use the parking lot to park or drop off occupants.

Dean Rondeau, Police Chief, addressed the Board. He stated he did not see a copy of the draft ordinance but he wanted to make sure there are penalty provisions in there and the ability to enforce them.

Chairman Senecal stated there are penalty provisions.

Ms. Murray stated the language in Section O needed revision. (Group activities that may use high-occupancy vehicles are not permitted on the beaches except when sponsored by a responsible agency and only with the permission of the Town.)

Mr. O'Brien questioned if this ordinance applied to all of our beaches.

Mr. Sullivan stated all three owned by the Town.

Mr. O'Brien stated this does not include anything about the parking issues.

Mr. Sullivan stated that is correct. The idea of parking other than addressing high occupancy vehicles has not been addressed in this draft ordinance. This is a first step but we may need to address this further if more issues arise this summer.

Mr. O'Brien stated he felt the second issue would need to be addressed at some point.

Ms. Murray stated the second issue is a big issue so it might need to be put on a warrant article.

Mr. Sullivan stated he would provide an amendment to the ordinance at the next meeting on May 1st.

H. Net Metering

Mr. Pineo stated this topic will be tabled.

I. Board of Selectmen Committee Assignments

The Board discussed and decided on the following list:

Committee	2019
Agricultural Commission	Dave Senecal
Budget Committee	Paul O'Brien
Budget Committee Alternate	Linda Murray
Carroll Country Transportation	Dave Senecal
Chamber of Commerce	Linda Murray
Chamber of Commerce Alternate	Dave Bowers
Capital Improvement Planning Committee	Paul O'Brien
Capital Improvement Planning Committee Alternate	Linda Murray
Conservation Commission Liaison	Dave Senecal
Cyanobacteria Committee	Linda Murray
Cyanobacteria Committee Alternate	Paul O'Brien
Economic Development Committee	Dave Bowers
Economic Development Committee Alternate	Linda Murray
Emergency Management Committee	Dave Senecal
Emergency Management Committee Alternate	Linda Murray
Emergency Operations Planning Committee	Dave Senecal
Emergency Operations Planning Committee	Linda Murray

Energy Committee	Linda Murray
Energy Committee Alternate	Paul O'Brien
Fisherville Committee	Linda Murray
Fisherville Committee	Brad Harriman
Friends of Abenaki	Dave Senecal
Friends of the Libby Museum	Brad Harriman
Friends of the Town Hall	Linda Murray
Hazard Mitigation	Brad Harriman
Heritage Commission	Dave Bowers
Libby Museum Trustees	All Members
Library Liaison	Dave Bowers
Milfoil Control Committee	Linda Murray
Milfoil Joint Board	Linda Murray
Negotiations Committee	Dave Senecal
Planning Board	Brad Harriman
Planning Board Alternate	Paul O'Brien
Police Commission Liaison	Paul O'Brien
Railroad Station Building Committee	Linda Murray
Railroad Station Building Committee Alternate	Dave Bowers
Restroom Committee	Linda Murray
Restroom Committee Alternate	Dave Bowers
Town Dock Committee	Dave Senecal
Town Dock Committee Alternate	Paul O'Brien
Wolfeboro Community TV	Brad Harriman
Wolfeboro Historical Society	Dave Senecal
Wolfeboro Historical Society, Alternate	Dave Bowers

J. Welfare Director Position

Mr. Pineo stated Amy Capone-Muccio is our Welfare Director. In January she took on the role of our Executive Assistant to the Town Manager. We would like to try her maintaining both of these roles. It has worked quite well so far. The Welfare position is normally 20 hours per week but she is working 35 hours per week so now her clientele has greater exposure to her based on scheduling. The location that she used to work out of was very tight and there are some safety concerns based on her being alone. She is able to use the back conference room and she has some additional resources with her. It seems to be working very well. He wanted the Board to beware of Ms. Muccio continuing with both positions and to see how they felt.

Mr. Bowers, Mr. Harriman, Chairman Senecal and Ms. Murray stated they were fine with it.

Mr. O'Brien stated he wanted to make sure the assignment for both jobs was at the highest quality level and if that is correct then he is fine with it.

Mr. Pineo stated she is still able to function at an extremely high level as the Welfare Director. We will continue to update the Board and in the future we may want to make this a permanent transition.

Mr. Bowers questioned if there will be a salary adjustment.

Mr. Pineo stated not at this point but we will need to talk about it for the future. She is allow to work up to 40 hours per week.

Old Business

Ms. Murray stated *Perform It!* will be presenting Emma on May 2nd at 10:30 AM, May 3rd 6:00 PM and May 4th 1:00 PM and 6:00 PM.

Ms. Murray stated on May 8th at 7:00 PM both of our representatives, Edith DesMarais and John McDonald will be sponsoring an education program on Educational Funding.

Ms. Murray stated the Water Summit will be on May 11th starting at 9:00 AM. They will be talking about Cyanobacteria.

Mr. O'Brien stated the Water Summit on May 11th is very important and he encouraged people to attend.

Other Business

None

Committee Reports

Paul O'Brien encouraged people to attend the Water Summit on Cyanobacteria. He stated 100% of our land flows into our waters. He attended a Men's breakfast and the topic was the Town Manager Search. He attended a Railroad Station Committee Meeting with the Heritage Commission attending as well. He attended a swearing in of one of our new police officers.

Brad Harriman stated he attended a Planning Board Meeting, a Wolfeboro Community Television Meeting and a Libby Museum Building Meeting. He will be attending a Friends of Libby Museum Meeting tomorrow and on Friday night he will be attending a Hazard Mitigation Meeting.

Chairman Senecal stated he attended a Conservation Commission Meeting and an Ag Commission Meeting. He will attend the Hazard Mitigation Meeting on Friday.

Dave Bowers stated he spent some time at the library as a Trustee and observer. Ms. Scott gave him a tour of everything. He congratulated Ms. Scott and the library staff for keeping the library open while it is under construction. Also, he has been helping people with Wolfeboro History.

Linda Murray stated she attended the Railroad Station and Heritage Commission Meeting with Mr. O'Brien. She attended a Friends of Abenaki Meeting and the twister trail is moving along. The Cyanobacteria Assessment Sub-Committee will be talking to the Wentworth Watershed Association and the Rust Pond Association. We will be looking at Sargent's Pond and talking to the Mirror Lake Association as well.

Town Manager's Report

Mr. Pineo stated the following:

Wolfeboro Clean-Up Day is April 20th from 8:30 AM to 11:00 AM.

We received the final paperwork for the Maker Space for GALA.

He met with the Boy Scouts last night to discuss the Town Manager's position and what we do in local government.

We have 8 candidates for the Finance Director's position. We are working on narrowing that down.

On May 1st Dave Ford will present a Capital Projects Update.

Center Street will be starting construction on Monday, April 20th so people will need to be patient.

The Dive was not able to provide their documents for this meeting but should be at your next meeting on May 1st.

Mr. O'Brien questioned if the idea with the Dive was to create a calendar. Will people be bidding for the calendar?

Mr. Pineo stated the calendar is already fixed with the Mount Washington and the Winni-Belle. We need to find out the times of all other events before we approve a permit for them. We received a schedule from the Winni-Belle.

Ms. Murray stated we also have the issue with charters.

Ms. Pinkham Langer sent an email to the Town and Mr. Pineo would like the Board's permission to invite the assessor in to talk with the Board in regards to this email.

The Board thought it was a good idea.

Mr. O'Brien stated there are 42 pages of notes here. There is some language that suggests that maybe we have made some errors. This is fine but he recommends asking the assessor to see if we can square the differences.

Ms. Murray stated she would need to look at the pages before making a decision.

Mr. O'Brien would like the assessor and Ms. Pinkham-Langer to sit down and find some common ground and then come to us.

Mr. Pineo stated he did not think that could happen. He would like Mr. Haywood to provide a report to the Selectmen with his approaches.

Ms. Murray agreed.

Mr. Bowers stated in the second week of May Leone and MacDonald soon will be occupying the building with him. The parking lot will be repaved with white parking spots. The Leone Building on South Wolfeboro has been sold to VNA Hospice. The Town employees can still use the parking lot when it is free.

Questions from the Press

None

Public Input

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

Sarah Silk, Vice President of the Ag Commission, addressed the Board. She stated we had a meeting this week and they asked her to come tonight to request that the Selectmen give them \$250.00. We would like this money to partner with the Carroll County Farm Bureau in purchasing a tree and a plaque to honor Dennis DeVyllder. He and his wife had over a decade of time on the Ag Commission and he was a member of the Farm Bureau.

Ms. Murray stated there is a line for trees in the Parks and Recreation budget. The Board of Selectmen's miscellaneous line is gone.

Ms. Silk stated we would share the cost with the Farm Bureau.

Chairman Senecal stated they could find the money somewhere.

Ms. Silk stated she could tell the Ag Commission that they embraced the concept.

It was moved by Dave Bowers and seconded by Brad Harriman that they would give the Ag Commission \$250.00. Members voted and being none opposed, the motion passed.

Ms. Silk thanked the Board.

Suzanne Ryan, Resident of Wolfeboro, addressed the Board. She questioned the Asset Management Plan. In 2011, we had a warrant article passed which included \$60,000.00 for a plan under the guidance of Bergeron Technical Services to include updates some safety issues. In 2014, Article 21 the Town Assets Management Plan was authorized. This was a five year plan and it will be up this year. At the Deliberative Session a member of the Budget Committee asked when we were going to see the plan. She is asking to see the plan, where it can be found and what has been accomplished. She would like a checklist about what has been done and what has been spent.

Ms. Murray stated the first year \$50,000.00 was allocated and the next year it was \$25,000.00 which was for the facilities report (Town Hall and Abenaki Ski Lodge) which she still has not seen. This is all that she is aware of that was funded. It did read for \$250,000.00 and after the first year it was to go into the Operating Budget but it did not fund each year.

Ms. Ryan stated it would be nice to see a comprehensive report that tracked the 2011 and 2014 funding.

Ms. Murray stated I think 2011 came after.

Ms. Ryan stated excuse me but you are saying I think.

Ms. Murray stated in 2010 we had Bergeron Technical Services. She stated she has that book at home and it was very specific on which buildings and that work has been completed.

Ms. Ryan stated so she should be able to go into DPW and get that report and check everything off. What about 2014 – the Asset Management Plan?

Ms. Murray stated it was the start.

Ms. Ryan questioned if it was done.

Ms. Murray stated the \$50,000.00 was the start of those asset management plans. They are not done.

Ms. Ryan stated the plan was supposed to have been done.

Ms. Murray stated it is not one big plan. We have separate asset management plans. It is not one big plan in it's entirety.

Ms. Ryan stated the amount was \$50,000.00 to do a plan which was going to be ongoing. The money would put into the budget each year for this ongoing plan.

Ms. Murray stated it was not one plan. It was multiple plans.

Ms. Ryan stated it seems like it is difficult to track. She is glad that money being spent out of Capital Reserve Accounts is being voted on so it can be tracked because in the past we could not track it. She stated she is looking to try to find out that out of the asset management plan what money has been allocated for what capital maintenance projects. It is similar to a checklist. She stated she is not able to find this information.

Ms. Murray stated Mr. Ford can give that information to you.

Ms. Ryan stated she would check with him.

Ms. Ryan stated her last question is about the Road Service Maintenance Plan. She stated three years in a row at the Deliberative Session she asked about the status of that report. One year she was told Mr. Owen and Mr. Ford were working on it and the next year she was told it was almost complete. Then at the Capital Improvements Meeting she was told that she caught him off guard again. He stated it was complete but has not been given to the Selectmen and it does not have to be followed anyways. Ms. Ryan stated she would like to see the Road Service Maintenance Plan because it is another item the taxpayers are paying.

Mr. O'Brien questioned how much the appropriation was for the plan.

Ms. Ryan stated she was not sure but it was supposed to have been done.

Mr. Pineo stated Ms. Ryan did reach out to him about this two months ago and he spoke with Mr. Ford then and they discussed a timeframe for it to be complete. Mr. Pineo spoke to Mr. Ford this week and it is almost complete but the numbers are not completely accurate. He needs to do some adjustments. It is almost finalized.

Ms. Ryan stated that is 3 years' worth of waiting.

Mr. Pineo stated he was sorry.

Ms. Ryan stated it was not his fault.

It was moved by Paul O'Brien and seconded by Brad Harriman to enter into non-public session under RSA 91:3 II to discuss real estate, reputation and hiring. Roll call vote, Chairman Senecal – yes, Brad Harriman – yes, Linda Murray – yes, Dave Bowers - yes and Paul O'Brien – yes. Being none opposed, the motion passed.

The Board re-entered public session at 9:11 PM.

Linda Murray moved the Wolfeboro Board of Selectmen to seal the minutes of the April 17, 2019 non-public meeting. Paul O'Brien seconded. Roll call vote, Chairman Senecal – yes, Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes and Paul O'Brien – yes. Being none opposed, the motion passed.

It was moved by Dave Bowers and seconded by Paul O'Brien to adjourn at 9:12 PM. Members voted and being none opposed, the motion passed.

Respectfully Submitted,
Michele Chamberlain



MEMORANDUM

DATE: 04/10/2019
TO: Board of Selectmen
FROM: Matt Sullivan, Director of Planning and Development
SUBJECT: Amendments to Bus Ordinance

The Town Manager's office received a request for an amendment to the Town's Bus parking restriction from the Chamber of Commerce in early 2019. The current ordinance does not indicate the availability of loading and unloading of buses on Central Ave, in front of the railroad station. In order to address this issue, I have prepared the amendment below as shown in bold. I have also shown the bus parking area with the rectangle below. A bus parking sign will be installed.

Proposed Language: § 164-8 Travel and parking restrictions for buses.

A. Travel restrictions. Buses shall not enter the Dockside parking area. The penalty for this violation shall be \$100 for each offense. For the purpose of this section, "bus" shall mean every motor vehicle designed for carrying more than 34 passengers and used for transportation of persons.

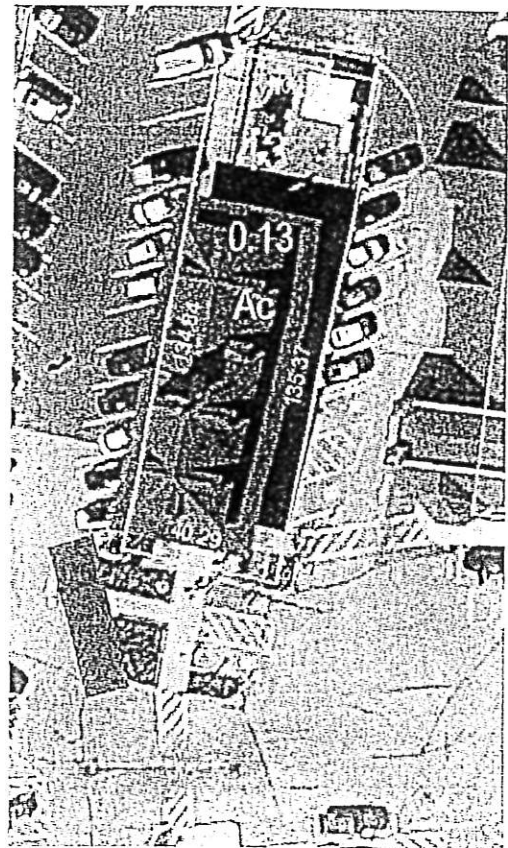
B. Loading and unloading. Buses may load and unload in the Central Business District area (as defined in Chapter 175, Zoning) only at the location designated by signs in the following locations:

- South Main Street in front of Cate Park.
- Railroad Avenue in front of the Railroad Station in a marked/signed location on the water side of the building.

The maximum time allowed for loading or unloading passengers in front of Cate Park shall be 15 minutes. The penalty for exceeding the time allowed for loading or unloading in front of Cate Park will be \$50.

C. Designated bus parking.

(1) Foss Field parking lot: The Board of Selectmen shall designate parking spaces for buses. Buses shall mean every motor vehicle designed for carrying more than 34 passengers and used for transportation of persons. Such designated spaces shall be signed and marked for bus parking only. Notwithstanding the provisions of § 164-19 or any other provision of law, the driver or owner of any motor vehicle violating this provision of this article shall be fined a minimum of \$50.



Thank you for your consideration of this request.

Matt Sullivan
Director of Planning and Development

PROPOSED LANGUAGE (04/01/2019)

Chapter 16 – Beaches

§16-1: Regulated Areas

- a. All of the property at Albee Beach, Carry Beach, and Brewster Beach.

§16-2: Authority

- a. The Wolfeboro Board of Selectmen is hereby empowered to enact such rules and regulation as it deems necessary from time to time to effect the provisions of this ordinance.

§16-3: Parking

- a. Parking shall be available only in those areas clearly designated as such by the Town of Wolfeboro.
- b. Parking and/or drop-off by buses of any size or other high occupancy vehicles (greater than 8 persons) shall not be permitted.
- c. Vehicles violating the parking rules listed above may be ordered towed by the Town of Wolfeboro Police Department at the expense of the owner or custodian of said vehicle.

§16-4: Beach Rules

- a. No public beach or beach over which the Town has supervision and control will be used for parking or bathing purposes from 10:00 p.m. to 6:00 a.m. A violation of this curfew article is punishable by a fine not to exceed \$50 for each offense, per party.
- b. If there is no lifeguard on duty, swim at your own risk.
- c. Patrons shall report all injuries to the lifeguard on duty.
- d. Patrons shall not use of soap or personal bathing products in the water.
- e. Patrons shall not discharge any bodily fluid into the water of a public bathing facility.
- f. Patrons with any communicable disease shall not enter the water of a public bathing facility.
- g. Patrons shall not bring or throw into the water of a public facility any object that may in any way carry contamination or otherwise endanger the safety of bathers and all litter shall be properly disposed of in the rubbish containers.
- h. Patrons shall not bring or use glass bottles or containers in the water or on the beach.
- i. Patrons shall not bring dogs or other pets onto the beach.
- j. No feeding ducks or other wildlife.
- k. Patrons shall not spit in or in any other way contaminate the water, floors, walkways, aisles, or dressing rooms of a public bathing facility.
- l. In matters of safety and orderliness, persons shall obey all reasonable requests made by the Lifeguard, if present.
- m. Patrons shall report missing persons to the lifeguard immediately.
- n. Patrons shall not distract nor engage lifeguards in prolonged conversations.
- o. Group activities that may use high-occupancy vehicles are not permitted on the beaches except when sponsored by a responsible agency and only with the permission of the Town.
- p. Patrons shall not engage in acts endangering others, disorderly conduct, obscene or indecent acts. Ball playing or similar games is at the discretion of and in an area designated by the lifeguard.
- q. Patrons shall not bring food or drink into the water or within 4 feet of its edge.
- r. Patrons shall restrict swimming to the area inside the swim lines. Launching or operating watercraft, SCUBA or other related equipment is prohibited.

- s. Patrons shall not remove or damage any structures, equipment, plants or any other natural features.
- t. Cooking fires are restricted to the grills provided, a daily permit from the lifeguard is required.
- u. Patrons shall not kindle any fires on beach property.
- v. No furniture or other personal property overnight on beach or left unattended for more than 3 hours consecutively.
- w. Alcoholic beverages, liquor or drugs are prohibited. Patrons shall not be under the influence of alcohol or controlled substances.
- x. No nudity at any age.
- y. No littering; all rubbish to be removed from beach.
- z. Buses of any size or other high occupancy vehicles (greater than 8 persons) shall not be allowed to enter beach parking or recreation areas and shall not be allowed to perform drop-offs.
- aa. No parking from 10PM to 7AM
- bb. No parking of trailers of any kind, including utility trailers, boat trailers, travel trailers.
- cc. No fishing within the swim line.
- dd. No moving or altering of the swim line.
- ee. No vehicle or OHRV of any type allowed on beaches (see RSA 215-A: VII).
- ff. No smoking or use of any tobacco products including anything that simulates smoking.
- gg. Patrons shall not use floatation devices, life jackets, masks, fins, snorkels or other swimming aides in the deep water facility at Brewster Beach.

§16-5: Enforcement

The Beach Attendants/Lifeguards/Parks and Recreation Staff and any elected/appointed Town Official are hereby authorized to enforce the Beach rules. The Police Department is hereby authorized to provide written notice of violation(s) and schedule of penalties.

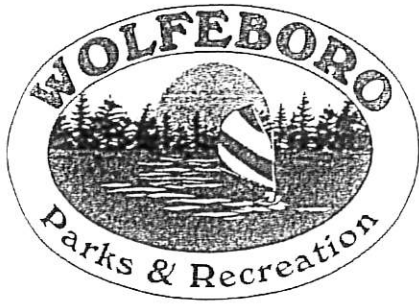
§16-6: Schedule of Penalties

Violation of any of the provisions of this ordinance shall be punishable by a fine of not less than fifty dollars (\$50.00). Each day shall constitute a separate offense and any subsequent violations shall be punishable by a fine of not less than a hundred and fifty dollars (\$150.00).

Violators may also be removed from the beach area.

§16-7: Saving Clause

This ordinance supersedes any and all preceding ordinances pertaining to the Wolfeboro Town Beaches.



Arbor Day Proclamation 2019

Whereas, In 1872, Julius Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday called Arbor Day was first celebrated in the State of Nebraska on April 10, 1872. More than a million trees were planted throughout the state and Arbor Day is now celebrated throughout the nation and the world, and

Whereas, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs when planted correctly around our homes, moderate the outdoor temperature, clean the air, consume carbon dioxide and produce oxygen, provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our town increase property values, enhance the economic vitality of business areas and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, Wolfeboro has been recognized as a Tree City USA by the National Arbor Day Foundation for 37 consecutive years and desires to continue its tree planting practices, and

Whereas, the Wolfeboro Parks and Recreation Department, Tree Warden Kirk Titus and the Crescent Lake School 5th Grade Class are hosting an Arbor Day tree planting event at Foss Field at 10am on May 3rd,

Whereas trees for planting have been donated by Bartlett Tree and Wolfeboro Parks and Recreation,

Therefore, We the Board of Selectmen of Wolfeboro, New Hampshire do hereby proclaim May 3, 2019 as Arbor Day in the Town of Wolfeboro, New Hampshire, and urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

Further, we urge all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

Dated this March 27th of 2019.

Paul O'Brien

Brad Harriman

Dave Senecal

Dave Bowers

Linda Murray



Wolfeboro Court Usage Policy

3-21-19

Court 1 is solely to be used for tennis unless otherwise specified by Wolfeboro Parks and Recreation.

Court 2 is solely to be used for tennis unless otherwise specified by Wolfeboro Parks and Recreation.

Court 3 is for tennis use only from 8:00am-4:00pm. After 4:00pm the court can be used for tennis or pickleball on a first come, first served basis.

Court 4 is for pickleball use only from 8:00am-4:00pm. After 4:00pm the court can be used for pickleball or tennis on a first come, first served basis.

Pickleball Courts 1 and 2 are solely to be used for pickleball unless otherwise specified by Wolfeboro Parks and Recreation.

Court Rules

1. Weather permitting, the tennis and pickleball courts are open from the first week in May through October...The courts will be lighted from the first week in June through October.
2. A tennis shoe is recommended during court uses.
3. No bicycles, skateboards, roller-skates, rollerblades or pets are allowed on the courts.
4. No food or breakable objects are permitted in the court enclosure.
5. Two or more players are allowed up to 1 hour of court time.
6. Whenever there are players waiting, all players must vacate courts after playing for 1 hour. Winners shall have no prior rights to remain on the courts.
7. Players waiting to use a court must indicate in some clear way to those using the courts that they are waiting to use the court.
8. Use of the tennis and pickleball courts must be conducted in a safe manner with due respect and consideration for others who are sharing the courts as well as for those who live in the nearby areas, particularly during early morning and late evening play. Court rules and courtesies apply at all times. The use of profane or obscene language is not permitted. Rough play or abusive conduct is not permitted.
9. Wolfeboro Parks and Recreation shall have priority use on all courts. A schedule of Wolfeboro Parks and Recreation court usage is available on our website www.wolfeboronh.us/parks-recreation, but is subject to change at any time.
9. No individual, group, club, or organization shall occupy tennis or pickleball courts for tournament or recreational play without written permission from Wolfeboro Parks and Recreation and/or Selectmen.