Wolfeboro Board of Selectmen

Public Meeting Minutes

In-Person at the Great Hall, 9 Union St. Wolfeboro

October 20, 2021

**Board Members present:** Chairman Linda Murray, Brad Harriman, Dave Senecal, Luke Freudenberg, and Brian Deshaies

**Staff present:** Town Manager Jim Pineo, Director of Operations Electric Department Barry Muccio, Director of Public Works Dave Ford, Finance Director Kathy Carpentier, Director of Parks and Rec Christine Collins, Director of Planning and Development Tavis Austin and Recording Secretary Christine Doherty

Chairman Murray opened the meeting at 6:30 PM.

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

Mr. Pineo stated a non-public session is needed regarding dismissal promotion, public employees and reputation.

1. **Consideration of Minutes**
2. September 22, 2021 – Special/Budget Meeting

Ms. Murray: Please attach the Covid 19 policy for Pop Whalen.

**It was moved by Luke Freudenberg and seconded by Brian Deshaies to approve the minutes of September 22, 2021 as amended.** **Roll call vote Linda Murray—yes, Luke Freudenberg—yes, Brad Harriman – yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

1. October 6, 2021 Regular Meeting

Ms. Murray: On page 3 after Pickleball, please add “chair noted that this included the basketball courts.”

On page 6, the last motion talking about the recreational dock upgrades, Luke needs to be taken out and add at the beginning of discussion he did so.

Under Public Input: Mary Devries instead of chamber lady

**It was moved by Brian Deshaies and seconded by Dave Senecal to approve the minutes of October 6, 2021, as amended.** **Roll call vote Linda Murray—yes, Luke Freudenberg—yes, Brad Harriman – yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

1. October 7, 2021 Budget Hearing

**It was moved by Brad Harriman and seconded by Dave Senecal to approve the minutes of October 7, 2021.** **Roll call vote Linda Murray—yes, Luke Freudenberg—yes, Brad Harriman – yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

1. October 12, 2021 Budget Hearing

Ms. Murray: On page 6 under Pop Whalen, 4th sentence down, “Ms. Carpentier: $25,000 incumbent for a motor house project” is that a mistake? Please remove that sentence.

**It was moved by Dave Senecal and seconded by Luke Freudenberg to approve the minutes of October 12, 2021 as amended.** **Roll call vote Linda Murray—yes, Luke Freudenberg—yes, Brad Harriman – yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

1. **Public Hearings**

*Unanticipated Funds*

* 1. The Wolfeboro Board of Selectmen to consider accepting the unanticipated funds in excess of $10,000 in accordance with RSA 31:95 b III (a), to accept an anonymous cash donation in the amount of $31,000 to the Town of Wolfeboro to fund an Employee Holiday Celebration with the remaining funds to assist town welfare recipients if there is a need.

Mr. Pineo: A donation was made to the Town so we could hold our annual Christmas party.

Chairman Murray opened up the public hearing

No other comments

Closed public hearing

**A motion was made by Brian Deshaies and seconded by Luke Freudenberg to accept the unanticipated funds in excess of $10,000 in accordance with RSA 31:95 b III (a), to accept an anonymous cash donation in the amount of $31,000 to the Town of Wolfeboro to fund an Employee Holiday Celebration with the remaining funds to assist town welfare recipients if there is a need. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

* 1. The Wolfeboro Board of Selectmen to consider accepting the unanticipated funds less than $10,000 in accordance with RSA 31:95 b III (a), to accept a donation from the Friends of the Wolfeboro Town Hall remaining assets valued at approximately $9,000 for the purpose of maintaining and/or repairing the clock located in Brewster Memorial Hall tower (a/k/a The Wolfeboro Town Hall) as the Friends of the Wolfeboro Town Hall has voted to dissolve the organization on October 2, 2021.

Joyce Davis representing the Friends of Town Hall: Started in 2007, our mission has been accomplished in the rehabilitation of the Town Hall. Approximately $8,300 is to be placed in a non-lapsing donation account to be used solely for the maintenance of the Town Hall clock.

Chairman Murray opened up the public hearing

No other comments

Closed public hearing

Ms. Murray: I am the Boards representative to this board and I did not vote on this on October 2 so I could vote this evening.

**A motion was made by Brian Deshaies and seconded by Brad Harriman to accept the unanticipated funds less than $10,000 in accordance with RSA 31:95 b III (a), to accept a donation from the Friends of the Wolfeboro Town Hall remaining assets valued at approximately $9,000 for the purpose of maintaining and/or repairing the clock located in Brewster Memorial Hall tower (a/k/a the Wolfeboro Town Halle) as the Friends of the Wolfeboro Town Hall has voted to dissolve the organization on October 2, 2021. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - 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**
	* 1. October 8, 2021 $938,524.23
		2. October 15, 2021 $683,770.72
3. **Current Use Applications / Updates**
	1. Center Street Tax Map 23 Lot 1-1
	2. Pine Hill Road Tax Map 96 Lot 13-1
4. **Property Tax Exemptions and Credits**
	* 1. 407 Wakefield Rd Tax Map 92 Lot 6

**It was moved by Luke Freudenberg and seconded by Brad Harriman to approve the Bulk Vote items A through C. Roll call vote Linda Murray – yes, Brad Harriman – yes, Luke Freudenberg – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

1. **Board/Committee Appointments**

N/A

1. **New Business**
	* 1. **Appointment: Carl Bagge — Appointed Treasurer – Finance**

Ms. Carpentier: John MacDonald has indicated that he is retiring his position and has stated he will assist with training and transitioning. Carl Bagge will now give us a brief speech.

Carl Bagge: My wife and I reside in Wolfeboro. I have been a Certified Public Account for 40 plus years. I was on board of finance in Southfield, CT while living there. I have been a corporate auditor primarily. My wife is a volunteer for almost everything as am I. I would like your consideration for this position.

**Brian Deshaies made a motion and it was seconded by Luke Freudenberg to appoint Carl Bagge, a resident of Wolfeboro, to the position of appointed Treasurer with a term to start January 1, 2022 and end on December 31, 2024 with training and transition to start immediately and be completed no later than January 31, 2022.** **Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

* + 1. **Appointment: Josephine Amatucci - Terminate Employees Question**

Not present

* + 1. **Appointment: Dan Cornelissen — 527 North Line Road — Building Permit (Class VI Road)**

Tabled until next meeting

* + 1. **Discussion: September vs Actual Expenditures — Finance**

Ms. Carpentier: We are 75% through the year. Revenue will be realized after the second tax bill is delivered. I am not aware of any concerns as we go through the budget deliberations for 2022. We have been busy as we are getting through BOS budget hearings. Donation reconciliation was presented for the first time so you can see we are keeping a close eye on that. Waiting to be contacted by DOR on tax rate. Informed by state of NH we would receive $140k in meals and rooms tax. Chairman asked about water tower lease and it is up to date now.

* + 1. **Approval: Memorandum of Understanding (MOU) for Salt with Huggins Hospital**

Mr. Pineo: Maintaining the salt on site, pilot program seems to work well. Dave Ford and I have spoken and we would like to continue the pilot program another year (see attached).

**Brad Harriman moved and it was seconded by Brian Deshaies to authorize the Chairman of the Board of Selectmen and the Town Manager to sign a Memorandum of Understanding between the Town of Wolfeboro and Huggins Hospital dated today and set to expire in November 2022. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

* + 1. **Appointment: Lakes Region Pickleball — Flag at Foss Field**

Joe Santoro, Lakes Region Pickleball Club: We would like to form an exploratory committee to decide whether a flagpole or patriotic monument can be installed at Foss Field. The pickleball club has had ceremonies and also recites the Pledge before tournaments. We have spoken to the American Legion and Wolfeboro Parks and Rec about installing a larger flagpole to have a direction to point to for assemblies. We are planning on attending the Lehner Street Charrette this weekend so we are just looking to the Board to see how they feel about it.

Mr. Freudenberg: Would the other flagpole be removed?

Mr. Santoro: It could be depending on location of the new flag. It would be maintained by the American Legion and funded by private donations.

Ms. Murray: I have no problem forming an exploratory committee and to have a plan put together.

* + 1. **Approval: Building Maintenance Capital Reserve Fund — PSB Fire Apparatus Door**

Mr. Pineo: Acting Chief Zotti will be here to speak on this. The height of the new truck is taller and very close to the height of the door.

Chief Zotti: This door was damaged 10 years ago and they were able to restore the door at that time.

**Dave Senecal moved and it was seconded by Brian Deshaies to authorize an expenditure from the Building Maintenance Capital Reserve Fund for the Public Safety Building Fire Apparatus door repair/replacement not to exceed a cost of $22,500. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

* + 1. **Approval: 2022-2031 Capital Improvements Program Report**

Kathy Barnard, Chairman of Planning Board: This is an advisory plan to aid the Board of Selectmen and Budget Committee as they consider the capital needs for 2022. I would like to thank all of the members of the CIP, Town Manager and all of the Department Heads. We are looking at in excess of $26 million. Some items have been proposed for the possibility of grants. These projects will not go ahead unless the grants have been obtained and the funds have been raised.

Tavis Austin: The packet that was presented to you outlines what the CIP is, how it is created, the purpose and clarifying projects that cost more than $100,000. The spreadsheet themselves shows the all-inclusive project list.

Mr. Deshaies: The Libby Museum is out for 2026?

Mr. Austin: Correct

Mr. Harriman: On the sidewalks on Bay Street there is an asterisk but on the Memorandum it is recommended.

Mr. Austin: That is correct, that will be fixed.

**Brian Deshaies moved and it was seconded by Luke Freudenberg to receive the 2022-2031 Capital Improvements Program Report. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

* + 1. **Approval: Assessing contract 2022-2026**

Mr. Pineo: We put out an RFP (request for proposal) for assessing services and have received one bid on the document that was published. A few more details to work out. Right now I would say we should table this until the next meeting.

**Luke Freudenberg moved and it was seconded by Brian Deshaie to table the Assessing Contract of 2022-2026 until next meeting. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

* + 1. **Discussion: Elderly Increase in Income Limits (Warrant Articles)**

Mr. Pineo: This form has not been revisited since 2008. It is something for the board to consider and Mr. Hayward will be here to go over it.

**Brad Harriman made a motion and it was seconded by Luke Freudenberg to move into Libby Trustees Meeting. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

***Libby Trustees Meeting***

* + 1. **Discussion: Strategic Partnership with Friends of Libby Museum Letter Revised**

Mr. Harriman: We met with Allan, Cary and Tom Goodwin and discussed the portion of the MOU regarding the studies (Economic Feasibility and Business Plan). Members of the FOL would like to partner with us and develop a committee to come up with the financing part. (see attached). I am bringing this to see if we want to reword any of this.

Mr. Deshaies: I want the Libby to succeed. But if you read the motions in place it was stated that the studies be done before the town put in the 30% of funding. I found someone who will work with the FOL to develop an economic plan free of cost. But the FOL do not want that study done before a Warrant Article. How long will we be funding the Libby before the FOL takes over the museum? We can’t tell the taxpayers how many years or how much and I think it is very unfair to the taxpayers.

Mr. Harriman: At the meeting, part of the discussion was around the time frame. The FOL taking over the Libby would be determined by the studies and the recommendation of the studies. I didn’t get the impression at all it was going to be 15 years.

Mr. Deshaies: Allana said 15 years.

Mr. Harriman: We also agreed to put an RFP out for the studies and the town would manage that. There is nothing to state that we weren’t going to finish it by the time the 2023 Warrant Articles go out.

Ms. Murray: Some members of the Board met with Tom Donovan on October 12, and Mr. Donovan stated it is unusual for a town to be running a museum. Very few if any do in this state. He advised a management plan should be created and to include an economic feasibility report. I asked if the town could just give the museum back and Mr. Donovan said no. The town should get out of the running of a museum and pass it over to another non-profit. It is my hope that the FOL is that entity. If the FOL want to have a strategic partnership. I would reword the MOU to read: (see attached)

Mr. Freudenberg: How do we get to signing the MOU and getting things on their way? I think those studies are critical items.

Mr. Deshaies: This is a business and you have to have something in writing.

Mr. Senecal: My concern is the time frame.

Ms. Murray: I went back to an old report to see what expenses are really there for annual upkeep. It makes sense to push to get these studies. It will make it far easier to sell to the town and to the Budget Committee.

Mr. Harriman: If we put an RFP out we could have it include a deadline for the completion so whomever responds to it would know when it needs to be done by.

Mr. Freudenberg: The endowment money that is set aside, we could use those funds to get things going.

Ms. Murray: Do we want to revise the MOU to include the motion from the meeting on 9/15/21? I am not going to because I voted against this.

Mr. Deshaies: If we include the motion as approved on 9/15/21 then I’m all for it.

M. Harriman: I think we need some language in there that says we are going to partnership with the FOL for the studies.

Ms. Murray: Do we want to go back and reword it? Then we can address it at the meeting on the 25th.

The Board agreed to address it at the meeting on the 25th.

**Luke Freudenberg made a motion and it was seconded by Dave Senecal to move out of the Libby Trustees meeting. Roll call vote Linda Murray – yes, Luke Freudenberg – yes, Brad Harriman – yes, Dave Senecal – yes, and Brian Deshaies - yes. Being none opposed, the motion passed.**

***Back to Regular Meeting***

1. **Approval: Friends of the Libby Strategic Partnership MOU**

Ms. Murray: We are going to come back to this MOU on October 25, 2021.

1. **Other Business**

Mr. Deshaies**:** With the Board’s approval I have a zoom meeting schedule with the Yale Peabody Museum in New Haven, Connecticut o give us information on running a natural history museum. Susan Rodriguez, the director of their museum and one of the university professors, David Skelley will be presenting. As the chairperson I would like Linda to participate with me.

Ms. Murray: We will bring back a report after the zoom meeting.

1. **Committee Reports**

Mr. Harriman: Planning Board presented the CIP, FOL going over the MOU

Mr. Senecal: Libby Museum

Ms. Murray: Libby Museum to speak with Mr. Donavan, NH Charitable Trust, Wolfeboro Waters, interview with Mr. Bagge for the new Treasurer, Libby Search Committee down to six semi-finalists, Friends of Pop Whalen working on fundraising, EDC housing on Lehner St, EOC

Mr. Freudenberg: Libby Museum, Public Safety Building getting updated numbers soon

Mr. Deshaies: Libby Meeting, Energy Committee and their energy study is complete and looking at more ice rink efficiency and the rate for the chargers is going to be increased but is reasonable

1. **Town Manager’s Report**

Mr. Pineo: A lot of Budget meetings and they are going well. I had a conversation with John McDonald, State Rep. The state is proposing some redistricting. If this happens, we will lose our two representatives. John is recommending we craft a letter to reconsider the fact that we need our two representatives for Wolfeboro. With the boards commission I will put that letter together.

1. **Questions From the Press**

Elissa Paquette: Are those two reps only for Wolfeboro?

Mr. Pineo: No, it includes Effingham, Wakefield and Brookfield.

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

Suzanne Ryan, resident of Wolfeboro: Would somebody announce about the Charrette that is happening this weekend

Ms. Murray: The Lehner Street Charrette will be held this Friday and Saturday. The public session is 3:30-5 with a second one at 6:30-8. There will be a presentation to the public at 3:00 on Saturday.

**Brian made a motion to move into non-public hearing at 7:43 and it was seconded by Brad. Roll call vote Brad Harriman—yes, Linda Murray—yes, Luke Freudenberg—yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

**Linda Murray made a motion to seal the minutes at 8:16 PM and it was seconded by Brad Harriman. Roll call vote Brad Harriman—yes, Linda Murray—yes, Luke Freudenberg—yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

**It was moved by Dave Senecal and seconded by Brad Harriman to adjourn at 8:17 PM. Roll call vote Brad Harriman—yes, Linda Murray—yes, Luke Freudenberg—yes, Dave Senecal—yes, and Brian Deshaies—yes. Being none opposed, the motion passed.**

Respectfully Submitted,

Christine Metcalfe Doherty