

**Wolfeboro Board of Selectmen  
Meeting Minutes  
January 18, 2023**

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

**Staff present:** James S. Pineo, Town Manager, Fire Chief Tom Zotti, Melissa Pillone, Recording Secretary.

Chairman Senecal opened the meeting at 6:30 PM.

**Non-Public Session RSA 91 A: 3 e**

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

**1. Consideration of Minutes**

***December 7, 2022***

Linda Murray made a change to the second paragraph under Article G Sewer Pump Stations Upgrades to read "Mrs. Murray questioned if the Town was still paying on the \$6.7 million dollar bond on the RIB site.

Ms. Murray also requested that under Article H Sewer Line Extensions, sentence two in paragraph one, "It is right next to a public swimming area." be scratched as this was not said here.

**It was moved by Brian Deshaies and seconded by Linda Murray to approve the Board of Selectmen's meeting minutes of December 7, 2022, as amended. Members voted, being all in favor, the motion passed.**

***December 21, 2022***

**It was moved by Brad Harriman and seconded by Linda Murray to approve the Board of Selectmen's meeting minutes of December 21, 2022, as submitted. Members voted, being all in favor, the motion passed.**

***January 4, 2023***

**It was moved by Linda Murray and seconded by Brian Deshaies to approve the Board of Selectmen's meeting minutes of January 4, 2023, as submitted. Members voted, being all in favor, the motion passed.**

***January 10, 2023***

Ms. Murray pointed out three typographical errors on the last paragraph of page one: RSO should be SRO.

**It was moved by Linda Murray and seconded by Brad Harriman to approve the Board of Selectmen's meeting minutes of January 10, 2023, as amended. Members voted, being all in favor, the motion passed.**

## **2. Public Hearings**

### *Temporary Event Permit applications*

i. The Wolfeboro Board of Selectmen to consider a temporary event permit for the New England Ice Yacht Association to host a Vintage Boat gathering on the ice in the area of Brewster Beach. He is requesting to use the Town owned parking lot and the access over Brewster Beach to access the event. This would be from 6:00 AM to 9 PM from February 3, 2023 to February 5, 2023. Permit #2023-7

Charles Silfvenius, New England Ice Yacht Association, explained that this event, designed to be a gathering of older vintage and classic iceboats and yachts, is weather dependent. He suggested that, if needed, the ice dates be 2/17-2/19 or 2/24-2/26.

Chairman Senecal opened the Public Hearing. Being no one to speak for or against, Chairman Senecal closed the Public Hearing.

**It was moved by Brian Deshaies and seconded by Luke Freudenberg to issue a temporary event permit for the New England Ice Yacht Association to host a Vintage Boat gathering on the ice in the area of Brewster Beach. Requesting to use the Town owned parking lot and the access over Brewster Beach to access the event. This would be from 6:00 AM to 9 PM from February 3, 2023 to February 5, 2023 with dates, pending ice, on February 17, 2023 to February 19, 2023 or February 24, 2023 to February 26, 2023. Permit #2023-7 contingent on approval from Brewster Academy, Marine Patrol permission and an insurance certificate naming the Town of Wolfeboro. Members voted, being none opposed, the motion passed.**

ii. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Garden Club to host their annual wreath fundraiser at the Railroad Station on Railroad Avenue from November 12, 2023- November 19, 2023 9:00 AM to 4:00 PM. Permit #2023-8

No one from the Wolfeboro Garden Club was present to speak.

Chairman Senecal opened the Public Hearing. Being no one to speak for or against, Chairman Senecal closed the Public Hearing.

Linda Murray mentioned that the summer tenant is currently storing furniture and other items in the space. Follow up is needed to have the space emptied. She also added that the locks are not to be changed.

**It was moved by Luke Freudenberg and seconded by Brian Deshaies to issue a temporary event permit for the Wolfeboro Garden Club to host their annual wreath fundraiser at the Railroad Station on Railroad Avenue from November 12, 2023-November 19, 2023 9:00 AM to 4:00 PM. Permit #2023-8. Members voted, being none opposed, the motion passed.**

*Unanticipated Funds-Grant*

- i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, January 18, 2023 at 6:30 PM in the Great Hall of Wolfeboro Town Hall for the acceptance of unanticipated funds less than \$10,000 in accordance with RSA 31:95-b III (a) relative to the Wolfeboro Milfoil Committee to receive a 2023 Exotic Aquatic Plant Control grant from the New Hampshire Department of Environmental Services (NHDES) for expenses incurred in the prevention of exotic species/aquatic plant control in the amount up to \$6,438.00.

Linda Murray explained that this is a grant that the Milfoil Committee applies for each year to offset the harvesting of Milfoil in the Back Bay.

**It was moved by Brad Harriman and seconded by Linda Murray to authorize the Town Manager to sign a grant request and to accept unanticipated funds less than \$10,000 in accordance with RSA 31:95-b III (a) relative to the Wolfeboro Milfoil Committee to receive a 2023 Exotic Aquatic Plant Control grant from the New Hampshire Department of Environmental Services (NHDES) for expenses incurred in the prevention of exotic species/aquatic plant control in the amount up to \$6,438.00. Members voted, being none opposed, the motion passed.**

- ii. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, January 18, 2023 at 6:30 PM in the Great Hall, of Wolfeboro Town Hall for the acceptance of unanticipated funds less than \$10,000 in accordance with RSA 31:95-b III (a) relative to the Building Resilient Infrastructure and Communities as presented in the amount of \$9,000 (grant funds) for updating the local hazard mitigation plan. The total cost of this project is \$12,000, in which the town will be responsible for a 25% in kind match (\$3,000).

Fire Chief Tom Zotti explained that the Town's Hazard Mitigation Plan is due for its 5 year update. The 25% in kind match mentioned can be met with volunteer time. As this moves forward, they will be looking to form a committee to review the plan and make suggested changes. The existing plan runs through mid-2024.

Chairman Senecal opened the Public Hearing. Being no one to speak for or against, Chairman Senecal closed the Public Hearing.

**It was moved by Brian Deshaies and seconded by Linda Murray to accept unanticipated funds less than \$10,000 in accordance with RSA 31:95-b III (a) relative to the Building Resilient Infrastructure and Communities as presented in the amount of \$9,000 (grant funds) for updating the local hazard mitigation plan. The total cost of this project is \$12,000, in which the town will be responsible for a 25% in kind match (\$3,000) and to authorize the Town Manager to sign the grant request. Members voted, being none opposed, the motion passed.**

### **3. Bulk Vote**

- A. Weekly Manifests
  - i. January 5, 2023 (2022) \$592,734.56
  - ii. January 6, 2023 (2023) \$1,964,351.04
  - iii. January 12, 2023 (2022) \$ 220,175.42
  - iv. January 13, 2023 (2023) \$ 32,710.80
  
- B. Property Tax Refunds and Abatements - Denial
  - i. 206 Ambrose Way      2022 #12      Tax Map 188 Lot 1-11 \$0
  
- C. Application for Current Use Assessment
  - i. Pine Hill Rd      Tax Map 129 Lot 1
  - ii. Pine Hill Rd      Tax Map 144 Lot 3
  
- D. Intent to Cut Warrant
  - i. 510 Pine Hill Rd      Tax Map 128 Lot 2

(The agenda was amended to correct Bulk Vote B as a denial.)

**It was moved by Brad Harriman and seconded by Linda Murray to approve Bulk Vote Items A through D, as amended. Members voted, being none opposed, the motion passed.**

### **4. Board/Committee Appointments:**

- Resignation from the Zoning Board of Adjustment
  - i. Tim Cronin      Term Expires 2024

Chairman Senecal reference the resignation letter received by Mr. Cronin. The Zoning Board of Adjustment will need to appoint someone. No action needed.

Appointment to Wolfeboro Waters Committee  
i. Julie Brown      Term Expires 2026

Linda Murray shared that Julie Brown is the Director of the Wentworth Watershed Association. The Wolfeboro Waters Committee voted earlier this month to recommend to the Board that she be appointed to the Committee.

**It was moved by Linda Murray and seconded by Brian Deshaies to appoint Julie Brown to the Wolfeboro Waters Committee, term ending 2026. Members voted, being none opposed, the motion passed.**

## **5. New Business**

### **A. Request from Josephine Amatucci idea for a town raffle**

Jospehine Amatucci outlined her plan for the Town running a charitable raffle.

Linda Murray cited an email from Town Counsel citing RSA 287-A. He does not recommend the Town to get involved in a raffle.

Chairman Senecal suggested that, as recommended by Town Counsel, Ms. Amatucci contact a non-profit to run the raffle.

**It was moved by Dave Senecal and seconded by Brian Deshaies to not get involved in a raffle at this time based on the recommendation of Legal Counsel. Members voted, being none opposed, the motion passed.**

### **B. Approval: Annual reacceptance of the Emergency Operations Plan**

Fire Chief Tom Zotti discussed proposed changes to the Emergency Operations Plan. These changes include updated contact information for staff, deletion of the reference to the Lakes Region Airpark, which is to be changed to the Mountainview Field and, at the advisement of Homeland Security and Emergency Management, the addition of Wolfeboro Public Library as a warming and cooling shelter.

**It was moved by Linda Murray and seconded by Luke Freudenberg to adopt and sign the updated Emergency Operations Plan as presented at this meeting. Members voted, being none opposed, the motion passed.**

### **C. Discussion: Snowmobile Trail in downtown-Chamber of Commerce**

Mary DeVries, Wolfeboro Chamber of Commerce, presented a history of the snowmobile trail and the goal of Wolfeboro being a destination for snowmobile enthusiasts to the Board. Two main components of the Chamber's plan include creating access from the frozen lake to downtown at Dockside and creating a trail connecting the Bridge Falls Path to Dockside. The Chamber understands that this plan changes parking and takes this issue seriously. They are

asking that Cate Park be used for snowmobile parking. They realize that this plan will involve Public Works. They believe the Town will benefit economically.

Brian Deshaies asked if it would be possible for the trail to cross over so that it avoids the entrance of Harmony Coffee House.

Ms. Devries answered that yes, it is possible, snowmobilers will follow the trail and that there will be signage. However, she said, this has been discussed in the past and it was decided that this would not work best.

Mr. Deshaies suggested rubber mats be used in front of Harmony House Cafe as an option.

Ms. Devries said she will investigate this option.

Linda Murray states she has heard from the owner of 21 Central Ave, as well as the tenant, who both have concerns about the snowmobile trail negatively affecting their businesses. Furthermore, there are two new restaurants in Peter Ford's building that will be affected. She is genuinely concerned about these new businesses. She is okay with the snowmobilers going onto Cate Park, but not in between the new docks.

Ms. DeVries responded by stating that although they have had in-person conversations with the owners of the businesses at the building owned by Peter Ford and they are all in favor of the trail. She admits the Chamber has not yet had an in-person conversation with the owners of Harmony House Cafe.

Chairman Senecal addressed the issue of dirty snow and the mess that the trail creates and the fact that most snowmobiles have studs on the bottom that tear up roadways. He suggested having a directional sign at the railroad station, making it possible for the snowmobilers to park and walk to area businesses.

Mr. Deshaies stated he mentioned the signage at a recent EDC meeting, and he was told that snowmobilers, in general, do not walk far.

Brad Harriman stated his preference that the trail be moved to the opposite side of Central Ave and Dockside St.

Luke Freudenberg agreed. Also, he said a curtain could be put on Dock A. He likes the idea of getting people to the downtown area.

Ms. Murray would like the Chamber to speak with the owner and tenant of 21 Central Ave.

Steve Randall, Director of Public Works, shared his concerns with the Board. He is concerned about the plugging of the catch basins on Central Ave. He also stated that the project would include losing twenty-one parking spaces. He showed the Board pictures (attached) he took and pointed out that coming off Cate Park, if the trail continued around the corner between the granite posts, there would be a loss of a handicap parking space as well. If the trail stopped there, it would mean picks on the new pavement. Just to build the trail, it would cost the Town \$8,000.

Luke Freudenberg suggested that the trail be built smaller than it has been in the past.

Mr. Randall said the width was due to the size of the groomer and that the height was because when it was lower people were driving over and parking on it.

Mr. Harriman pointed out that if the snow road goes into the Dockside parking, trash receptacles will be blocked off.

Lynn Palmer, Chamber of Commerce Board Member, said it is important to recognize that an objective of the Town's Master Plan is to promote year round access to the Bridge Fall Path and Cotton Valley Trail and bringing people into town. Creating this snowmobile trail would be in line with the Master Plan.

Kathy Fairman, Business Owner, and member of the Economic Development Committee, said that business owners have been asking the EDC to promote year round business, especially during the winter. She asked the Board not to abandon this proposal.

Fire Chief Zotti said that, in principle, he does not object. However, in light of events in last 48 hours, the trail poses difficulty in placing and moving apparatus in an emergency and may have a negative impact on operations.

Josh Cleland, Marker 21, shared his support as a small business owner and said that he has staff that relies on year round business.

Tom Taylor, Wolfeboro Snow Mobile Club, said he was here to answer questions about the trail. He said the rubber mats in front to Harmony House Cafe are possible depending on where they want them placed or the trail could be started after the entrance. Regarding the tracks and studs, there is not enough traffic to affect pavement.

Mr. Deshaies asked Mr. Taylor if the snowmobile tracks would rip up the mats.

Mr. Taylor said not if they have the right size matting.

Ms. Murray asked Mr. Taylor if he knew how much the mats would cost.

Mr. Taylor said he did not know.

Chairman Senecal said that they need to investigate the mats (size, cost, care, storage) for this time next year.

Ms. Murray said she would like to look at options and have it brought back to the Board sooner than later.

Jim Pineo asked if there was an option to reduce the size of the trail.

Mr. Taylor responded that the Club's drag is 8' wide. They do not own anything smaller.

Mr. Pineo asked if the Club could investigate the cost of a smaller drag.

Mr. Taylor said it would be a significant expense that would involve a lot of fundraising.

Mr. Deshaies suggested that the Snowmobile Club inquire if Nordic Skier has anything they could offer.

Chairman Senecal offered use of a 3' drag he owns. He also volunteered to be on a committee should the Chamber put one together.

Ms. DeVries said she is not asking the Wolfeboro Snowmobile Club to take on the responsibility. She stated the Chamber is ready to move forward.

**D. Discussion: Feasibility Study-Pop Whalen for outdoor pickleball- NHLR Pickleball Club**

Joe Santoro, Lakes Region Pickleball Club, explained that the Club would like to hire Norway Plains to conduct a feasibility study to determine if the area west of the Pop Whalen structure would be suitable for an outdoor pickleball site.

Linda Murray asked Mr. Santoro if the Club would be funding the study estimated at \$3,500 plus.

Mr. Santoro said yes.

**It was moved by Linda Murray and seconded by Luke Freudenberg to enter into a preliminary site development review of the Lakes Region Pickleball Club with Norway Plains and to accept a donation of \$3,500 plus expenses to be donated back to the Town by the Lakes Region Pickleball Club. Members voted, being none opposed, the motion passed.**

**E. Approval: Institutional Exempt Property Policy & Procedures-Assessing**

Jim Pineo updated the Board stating that the Town Assessor is putting together a place, in the office and online, where documents will be readily available as the Board has requested.

No Action needed as this has already been approved.

**F. Approval: Payment-in-lieu of taxes PILOT agreement-Hearthstone Homes Assessing**

Linda Murray stated that Hearthstone Homes is being given a discount just under \$4,000 above what is given to other non-profits because of the services provided to the residents of Wolfeboro.

**It was moved by Brad Harriman and seconded by Brian Deshaies to approve and sign the PILOT agreement between the Town and Hearthstone Homes Assessing as presented. Members voted, being none opposed, the motion passed.**



## **G. Discussion: Wolfeboro Energy Committee Update**

Nancy Hirshberg, Chair of the Energy Committee, presented a Power Point presentation which highlighted the Energy Committee's members, Master Plan goals, Solar opportunities, potential locations for municipal solar and next steps.

Jim Pineo added that the flat roof design of the new public safety building takes into account the possibility of solar energy.

## **H. Discussion: Wolfeboro Trolley Parking ordinance follow up**

Kathy Fairman, Wolfeboro Trolley Company, said she is looking for a follow-up to her recommendation that existing parking ordinances be enforced.

Linda Murray stated she would like to see a meeting between the Board, Police Commission and Budget Committee, as Ms. Fairman requested, take place before the summer.

It was discussed that it would be appropriate for Kathy to reach out to the Police Commission and Budget Committee directly.

Jim Pineo will also speak with the Administration and Police Commission.

## **J. Approval: Warrant Article order, titles etc. for the 2023 Warrant**

Jim Pineo stated Articles 11-34 are BOS Articles. He would like to make the configuration of the Warrant Articles (attached) official.

**A motion was made by Linda Murray and seconded by Luke Freudenberg to accept the configuration of the 2023 Warrant Articles 11 through 40 and Titles as presented. Members voted, being none opposed, the motion passed.**

Jim Pineo explained that Articles 35-40 are Petitioned Warrant Articles, and the Board could recommend, not recommend, or take no action.

Article 35 – Carpenter School Playground

**A motion was made by Brian Deshaies and seconded by Linda Murray to recommend Article 35. Members voted, being none opposed, the motion passed.**

Article 36 - Cate Park ADA Compliant Ramp

**A motion was made by Linda Murray and seconded by Luke Freudenberg to recommend Article 36. Members voted, being none opposed, the motion passed.**

Article 37 - Beautification of the Town

**A motion was made by Linda Murray and seconded by Brian Deshaies to abstain from recommending Warrant Article 37. Members voted, being none opposed, the motion passed.**

Article 38 - Establishment of Parks & Recreation Commission  
**A motion was made by Brian Deshaies and seconded by Linda Murray to not recommend Warrant Article 38. Members voted, being none opposed, the motion passed.**

Article 39 – Prohibit Expending Town Funds Towards Banning Books  
**A motion was made by Brian Deshaies and seconded by Linda Murray to recommend Warrant Article 39. Members voted, being none opposed, the motion passed.**

Article 40 – Mountain Bike Trails Acceptance & Constructions  
**A motion was made by Linda Murray and seconded by Dave Senecal to abstain from recommending Warrant Article 40. Members voted, being none opposed, the motion passed.**

Linda Murray will contact Chris Dow to discuss Petitioned Warrant Article 40.

#### **K. Discussion: Town report Board summary, cover, dedication, and memorials**

The Board discussed the 2022 Town Report and made changes and edits. Photos were chosen for the front cover, interior and back cover.

#### **6. Other Business**

There was no Other Business.

#### **7. Committee Reports**

Brian Deshaies attended Budget Committee meetings, a work session, an Economic Development Committee meeting, and a Milfoil Committee meeting.

Luke Freudenberg attended a Chamber of Commerce meeting and Budget Committee meetings.

Linda Murray attended 2 Library Search Committee meetings, an Economic Development Committee meeting and Budget committee meetings.

Chairman Senecal attended a Building Committee meeting for the new Public Safety building.

Brad Harriman attended a Planning Board meeting, a Wolfeboro Community TV meeting, a Libby Museum meeting, Budget Committee meetings and he met with Cobb Hill at the Libby Museum.

## **8. Town Manager's Report**

Jim Pineo reported that the Town's budget is complete, and taping is finished.

He spoke about the fire at Hunter's and said the Fire Department did an outstanding job in preventing the exposures of that building becoming negatively impacted. The Highway Department, Water Department, Police dispatch, mutual aid, and many others, all came together in a challenging situation and the community has something to be proud of.

He said he met with the Operations Manager of Hunter's who expressed they want to get moving on rebuilding. Mr. Pineo said the Town has offered office space if needed.

Fire Chief Zotti also reported on the fire and expressed his appreciation and thanks for all the mutual aid, support, and thoughts. He also thanked the Board for supporting the Fire Department.

## **9. Questions from the Press**

Elissa Paquette, Granite State News Collaborative, gave information to the Board regarding Conway's parking meter plan and said she hope the Town would consider such a program.

## **10. Public Input** (Limited to 3 minutes per person and not to exceed 15 minutes in total)

Mary DeVries asked for clarification on the next steps regarding the snowmobile trail discussed earlier in the meeting.

Linda Murray said the Board needs to look at options and she would like for the Board to come together to produce a plan as soon as possible.

Jim Pineo said he would speak with staff and put together a couple of options.

Being no further business before the Board, Chairman Senecal entertained a motion to adjourn.

**It was moved by Brian Deshaies and seconded by Brad Harriman to adjourn at 8:54 PM. Members voted, being all in favor, the motion passed.**

Respectively Submitted,  
Melissa Pillone



ANNUAL REVIEW YEAR FOUR

The Town of Wolfeboro, NH shall execute this page annually by the members of the governing body.

Wolfeboro, NH  
Emergency Operations Plan

Date January 6, 2023

Reviewed and Approved by the Emergency Management Director

SIGNATURE: 

PRINTED NAME: Thomas J. Zotti  
Emergency Management Director

Concurrence of Approval by the Town Manager

SIGNATURE: 

PRINTED NAME: James S. Pinard  
Town Manager

Concurrence of Approval by the Board of Selectmen

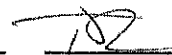
SIGNATURE: 

PRINTED NAME: David A. Seneca  
Board of Selectmen-Chair

EOC Alert List Review & Update:

1/6/2023


Date

  
Initials

Resource Inventory List Review & Update:

1/6/2023

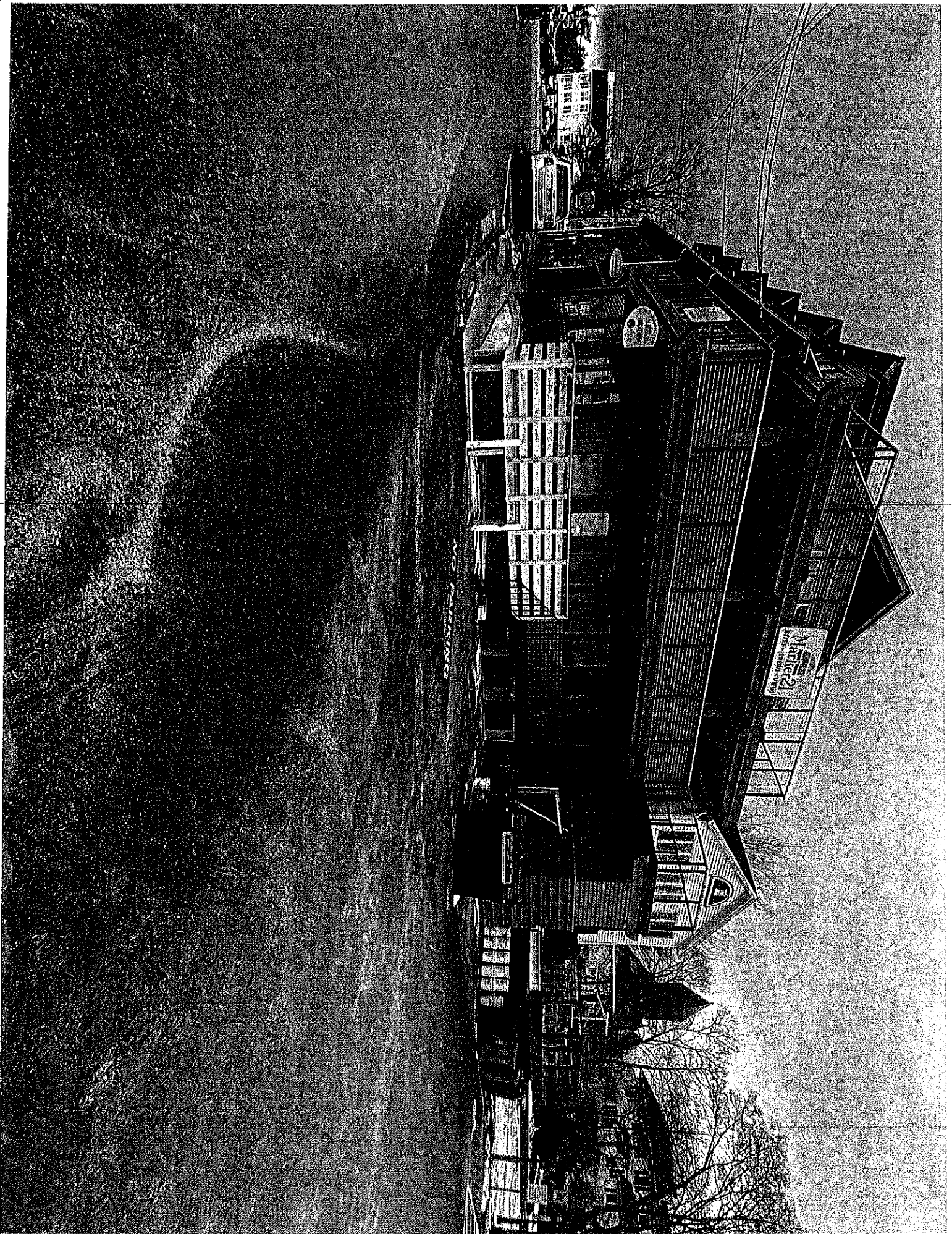
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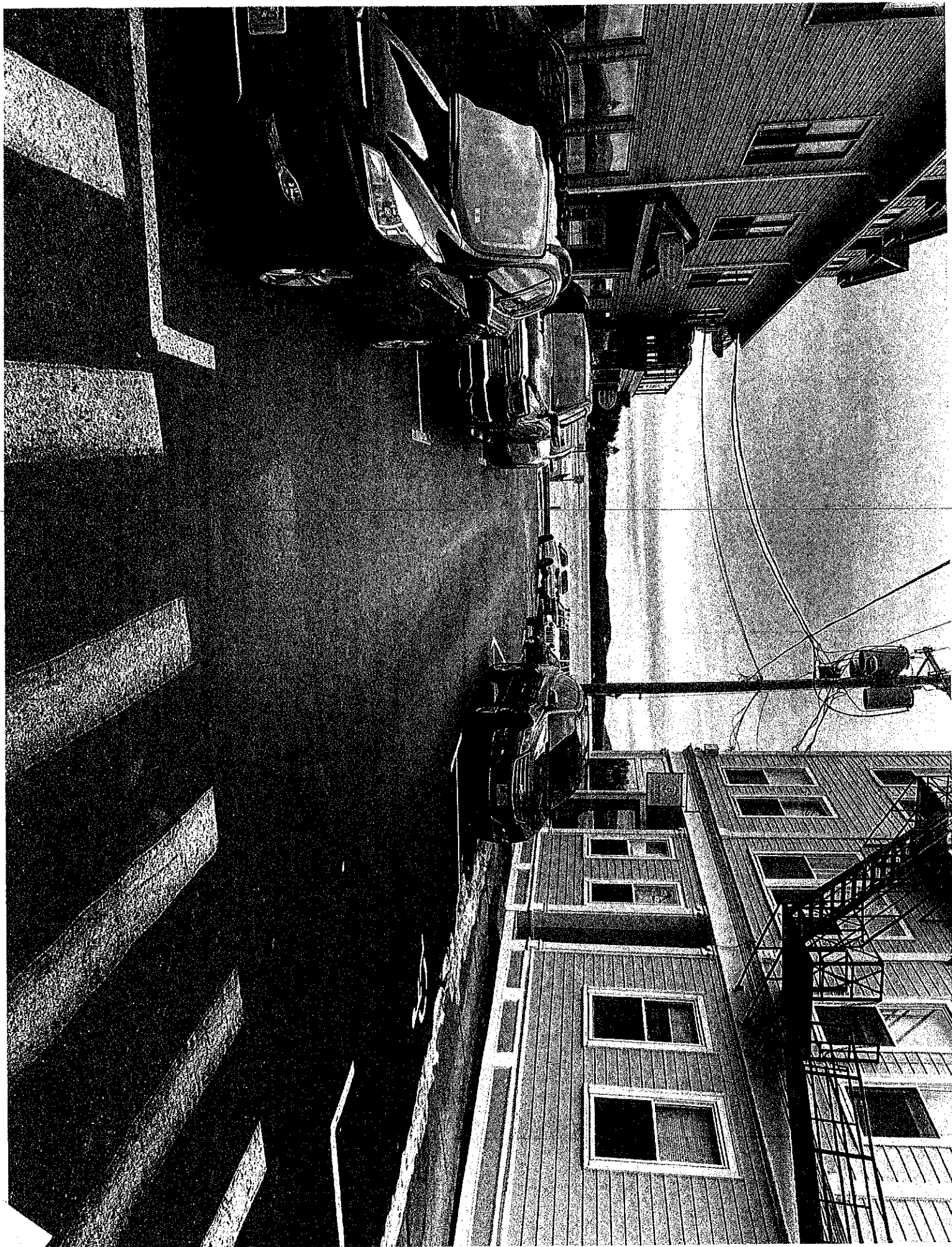
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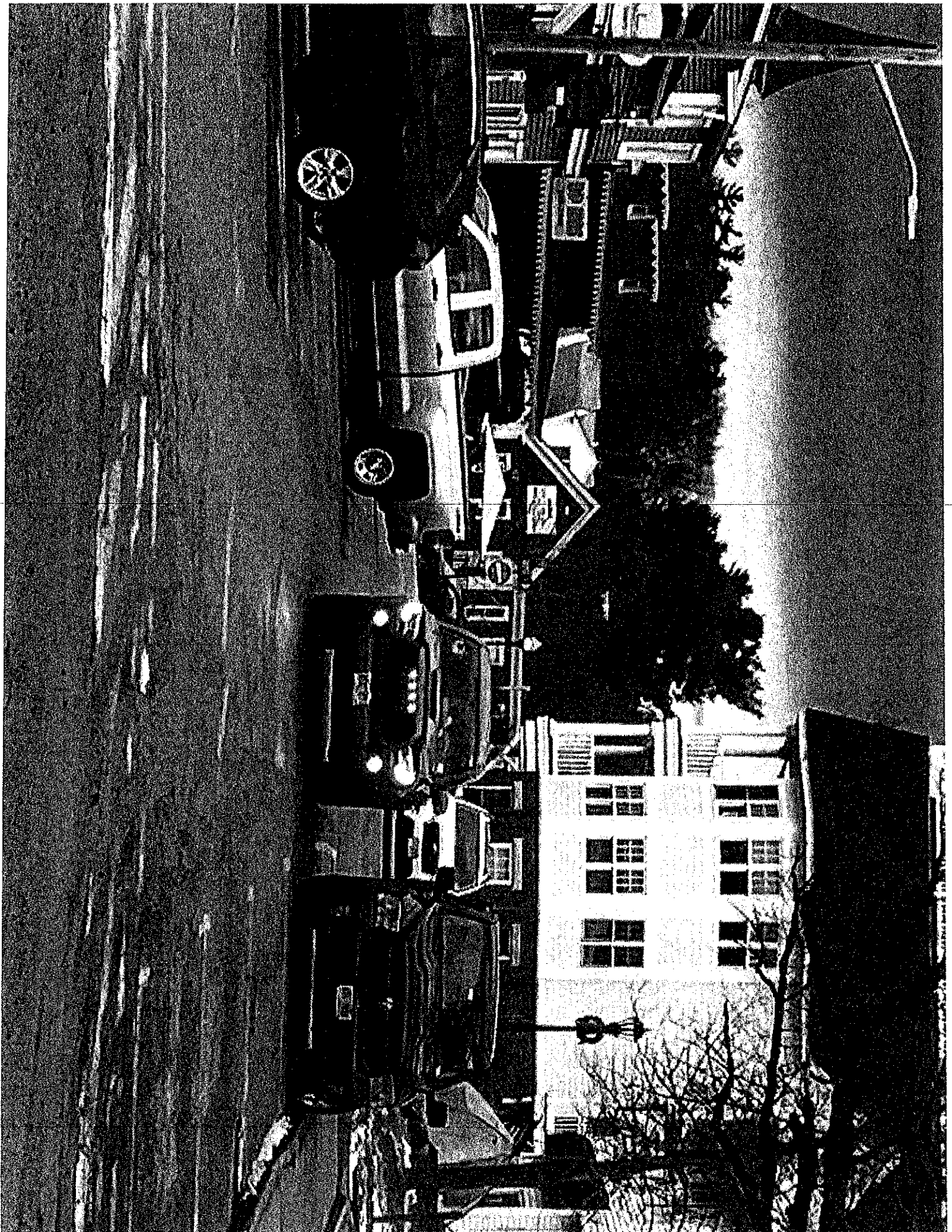
- ~~1 - Update staff: Thomas J. Zotti, Fire Chief/EMD; tzotti@wolfeboronh.us; 603-581-8190  
Nate Nichols, Deputy Fire Chief/Deputy EMD; fdnichols@wolfeboronh.us; 603-941-8511  
Paul Whalen, Deputy EMD: pwhalen@wolfeboronh.us; 603-359-3876~~
- ~~2- ESF #6, p. 97: Add language including the Wolfeboro Public Library as a warming/cooling  
shelter available when electrical power is not interrupted.~~
- ~~3- Pg 189: reference to "Lakes Region Air Park" should be changed to "Mountain View Field  
(Penn Air Rd)" as the air park was developed into a residential subdivision.~~

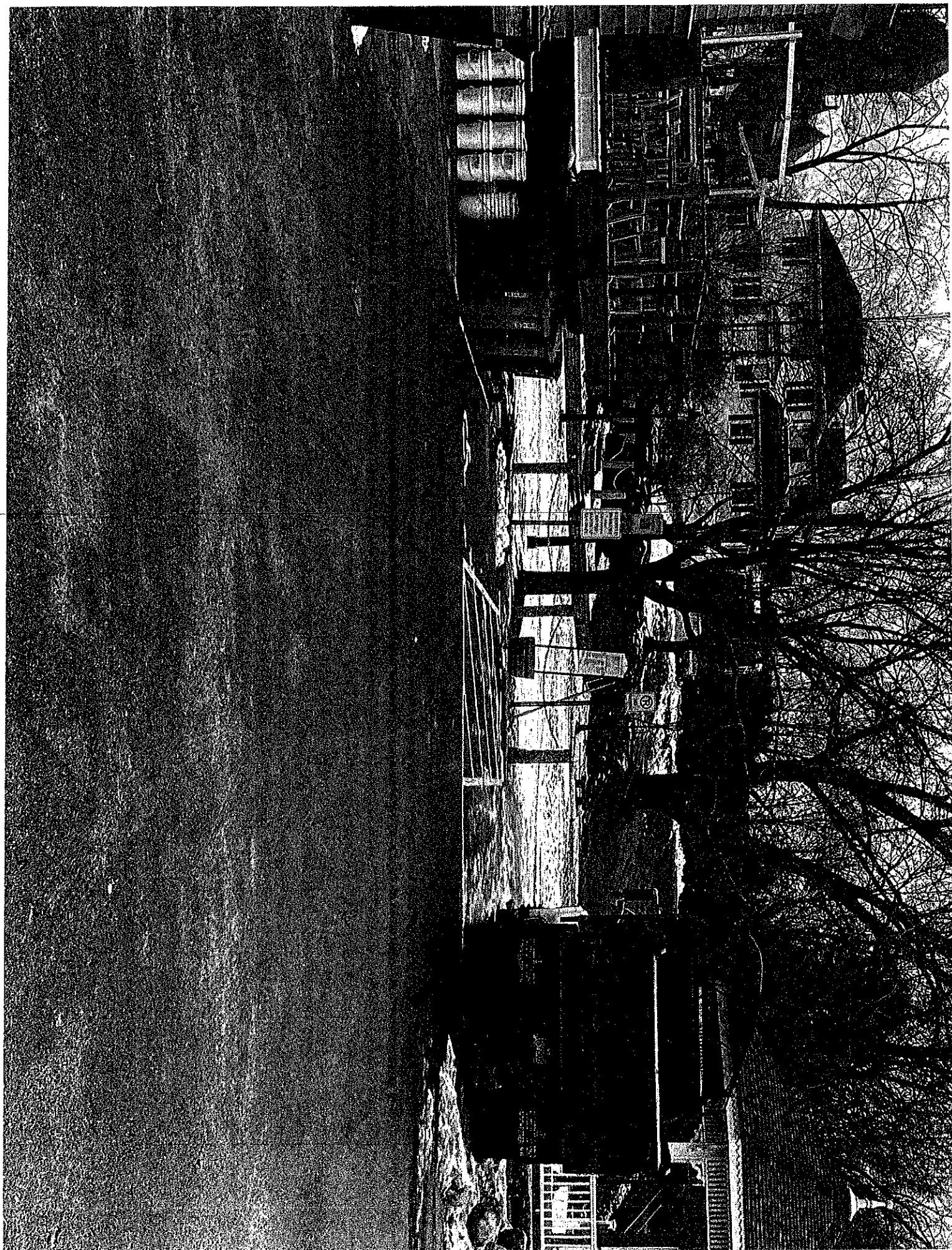




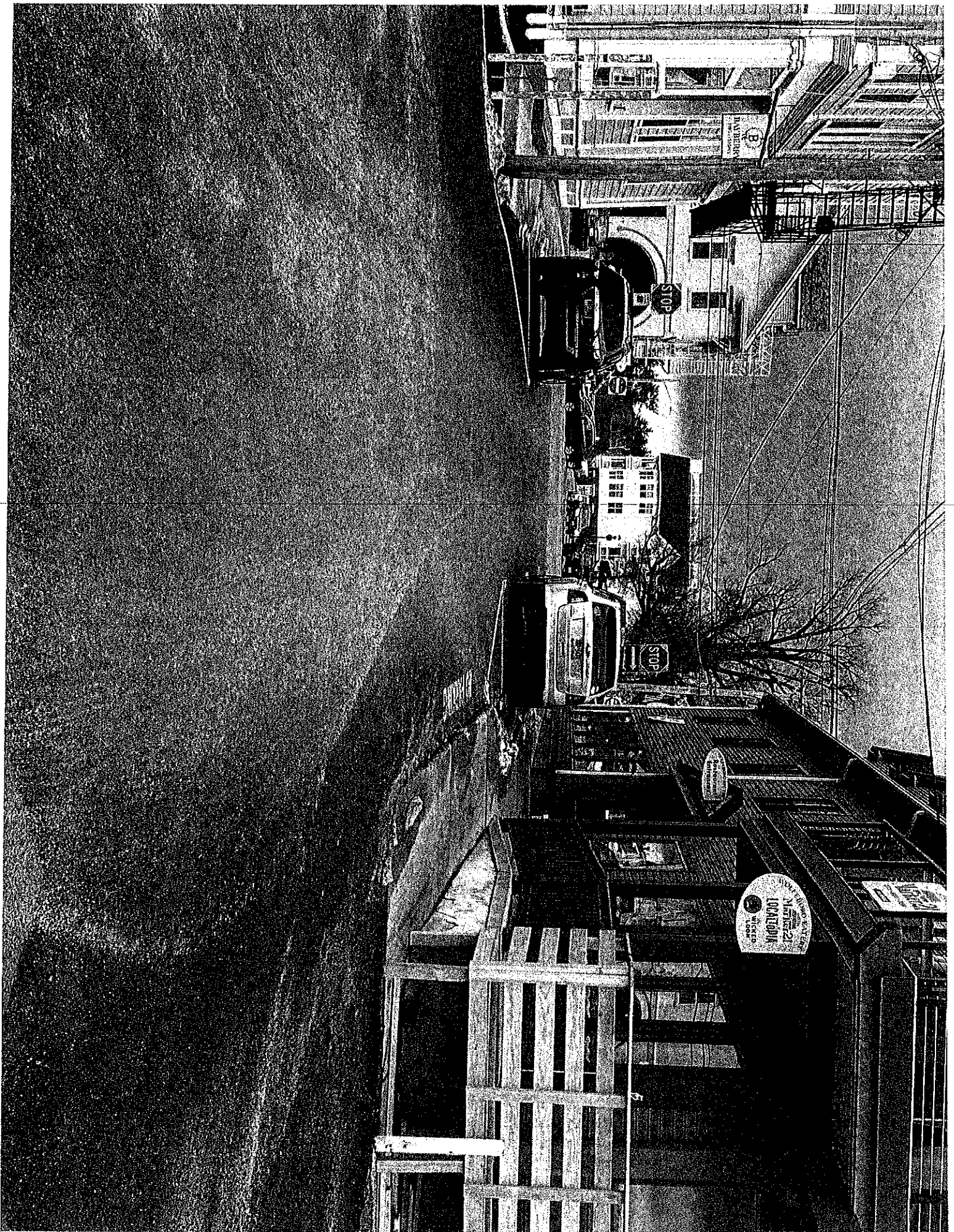














# 2023 Warrant Articles

WA #	Title
11	Public Safety Building Renovation & Expansion Project (assume 20 year bond)
12	Libby Museum Renovation & Expansion Project (assume 20 year bond)
13	Sewer Line Extension - Forest & Varney Roads
14	South Main St Center to Smith River Bridge Water Main Replacement
15	Operating Budget (includes Capital Outlay for all funds)
16	Sewer Pump Stations Upgrades
17	Fire Truck Lease Purchase
18	Town Road Upgrades
19	Green Street Upgrades
20	Mini Excavator
21	Municipal Electric Utility Boat
22	AFSCME Collective Bargaining Agreement
23	NEPBA (Police) Collective Bargaining Agreement
24	School Resource Police Officer Kingswood Complex
25	Police Cruiser Replacement
26	Readoption of Veterans Tax Credits
	<b>Funding Capital Reserve Funds</b>
27	Public Works Vehicles and Equipment CRF
28	Sidewalk CRF
29	Building Maintenance CRF
30	Wastewater Treatment Plant CRF
31	Water Resources Non-CRF
32	Abenaki Ski Area CRF
33	Establish Tree Removal and Replacement Expendable Trust Fund (new)
34	Warmth and More Fund Expanded
	<b>Petitioned Warrant Articles</b>
35	Carpenter School Playground
36	Cate Park ADA Compliant Ramp
37	Beautification of the Town
38	Establishment of Parks & Recreation Commission
39	Prohibit Expending Town Funds Towards Banning Books
40	Mountain Bike Trails Acceptance & Construction

