

## MINUTES

### Wolfeboro Board of Selectmen Meeting Wednesday, December 6, 2023, at 6:30 PM

#### In-Person Session at the Great Hall 2nd Floor, 9 Union St. Wolfeboro

6:30 PM-Regular Session

**BoS members present:** Mr. Harriman, David Senecal, Linda Murray, Luke Freudenberg, Brian Deshaies

**Staff present:** James Pineo, town manager; Kathryn Carpentier, finance director; Steve Randall, director DPW, Tavis Austin, planning director; Thomas Zotti, Wolfeboro Fire Chief. Christine Collins, director, Parks and Recreation.

**Chairman Brad Harriman calls meeting to order. Need for Non-Public Session?** Non-Public Session RSA 91-A: 3

**Mr. Pineo:** Yes - RSA 91-A:3:II:c reputation.

#### 1. Consideration of Minutes

i. October 12, 2023 Budget Meeting

**MOTION by Mrs. Murray to accept as written. Second Mr. Deshaies. Approved 5-0.**

ii. October 16, 2023 Budget Meeting

**Mrs. Murray:** Page 4; end of first sentence; *"increased what the department has asked for."*

**MOTION by Mrs. Murray to accept as amended. Second, Mr. Freudenberg. Approved 5-0**

iii. October 18, 2023 Regular Meeting

**Mrs. Murray:** page 8 – last sentence before other business; should say *'we will take no action.'*

**MOTION by Mrs. Murray to accept as amended. Second, Mr. Freudenberg. Approved 5-0**

iv. October 23, 2023 Budget Meeting

**Mr. Deshaies:** last page; fourth reference to Mr. Deshaies – should say *'does the board THINK we should.'*

**MOTION by Mr. Freudenberg to accept as amended. Second, Mr. Deshaies. Approved. 5-0**

v. October 26, 2023 Budget Meeting

**Mrs. Murray:** Page 4 – just before the second budget hearing; line with Mrs. Murray- **delete** – *'we use this learn communication;'*

Page 5- second 'Mrs. Murray' from bottom- Should say, *'Line 820 – there has not been an engineer, \$500 has been spent.'* – *strike the whole thing.*

**MOTION by Mr. Freudenberg to accept as amended; Second, Mr. Deshaies. Approved. 5-0**

vi. October 30, 2023 Budget Meeting

**Mrs. Murray:** page 6- second motion; says *'it was moved by Mrs. Murray... 'then series of question marks; should find the amount; not leave it where it is.*

**MOTION by Mrs. Murray to table Oct. 30 minutes. Second, Mr. Deshaies. Approved 5-0.**

vii. November 9, 2023 Regular Meeting

**MOTION by Mrs. Murray to table Oct. 30 minutes. Second, Mr. Deshaies. Approved 5-0.**

#### 2. Public Hearing(s)

##### *Temporary Event Permit*

- i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, December 6, 2023 at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire to consider a temporary event permit for the Special Events Committee (subcommittee to the Economic Development Committee) to host Last Night Wolfeboro on

December 31, 2023 from 10 a.m.- 8:00 PM at various locations around town. Permit #2023-64.

**Mrs. Murray:** Since 2016, Last Night Wolfeboro has taken place; virtual 2020 + 2021; back in person 2022.

This year, Sunday, Dec. 31:

11-1 games/crafts/displays in Great Hall – family event

11-2 Escape house: Kingswood Robotics team. At Train station

1 p.m. , First Congregational Church Just Bob + Marla – puppets, songs and stories

Estabrook Hall, Brewster; Wolfeboro Lions lead two sessions 1 p.m. + 2:15; snacks available (\$)

2:30-3:30 Peter Heimlich and Unusual Suspects; First Congregational Church sanctuary

2:30-4:30 p.m. Brewster free ice skating /we rented Pop Whalen arena if weather is bad-

2:30-3:30 free ice skating

3:30-4:30 p.m. Wildlife Encounters, at Great Hall

4:30 -5:30 – Carolyn Ramsay Band; First Congregational Church sanctuary

4-6 p.m. First Congregational Church supper

6 p.m. Fireworks; rain/weather postponement Dec. 30<sup>th</sup>

All Last Night Wolfeboro updates on town web site and Facebook

@LastNightWolfeboro

**Mr. Harriman** Opens public hearing; no public comment. Closes public hearing.

**MOTION by Mr. Freudenberg to approve a temporary event permit for the Special Events Committee (subcommittee to the Economic Development Committee) to host Last Night Wolfeboro on December 31, 2023, from 10 a.m.- 9:00 PM at various locations around town. Permit #2023-64. Second Mr. Deshaies. Approved 4-0. [Mrs. Murray abstains].**

#### ***Unanticipated Funds***

i. The Town of Wolfeboro Board of Selectmen shall hold a public hearing on December 6, 2023, at their meeting that starts at 6:30 P.M., in the Great Hall of the Town Hall located at 9 Union Street Wolfeboro, pursuant to NH RSA 31:95-b, in order to receive public testimony on the Rust Pond-North Inlet Sub Watershed Implementation (phase 2) and Dredging Feasibility Study prior to the Board voting “to accept federal Clean Water Act funds of \$29,000 and enter into a contract with the New Hampshire Department of Environmental Services, and further to authorize the Town Manager to sign to execute documents which may be necessary to effectuate this contract.”

**Mr. Pineo:** This was noticed; if there are questions about the permit and work; Mr. Austin, Planning director here to answer questions.

**Mr. Harriman:** Opens public hearing; no public comment. Closes public hearing.

**MOTION Mrs. Murray to accept federal Clean Water Act funds of \$29,000 and enter into a contract with the New Hampshire Department of Environmental Services, and further to authorize the Town Manager to sign to execute documents which may be necessary to effectuate this contract.” Second, Mr. Senecal. Approved 5-0.**

ii. The Board of Selectmen shall hold a public hearing on December 6, 2023, at their meeting that starts at 6:30 P.M., in the Great Hall of the Town Hall located at 9 Union Street Wolfeboro, pursuant to NH RSA 31:96-b, in order to accept a donation valued at \$250 of large banner anchors installed in South Wolfeboro Park by JC Signs of Wolfeboro NH.

**Jerome Holden, Owner JC Signs:** Cannot put too many banners at Pickering Corner now; using S. Wolfeboro Park; rocks under surface; Wants to install anchors that work with banner stands to work

with the anchors; banners will look better. Similar anchors were installed at Wright Museum. If it works out, would like to put 8 anchors and fit four banners. I am donating the first two; and it is possible to install six more anchors; could do this for banner installation at Brewster Field, too.

**Mr. Harriman:** Opens public hearing; no public comment. Closes public hearing.

**Mrs. Murray:** JC Signs framing and installing signs does great job putting temporary event signs; supporting this; want to make it clear that if there's a non-profit that does not want to use the anchors, can still do it themselves instead of having JC Signs do it – though the service is worth it. Want to put this in the motion.

**Mr. Harriman:** Will certain size piping be needed to install in the anchors?

**Mr. Holden:** Banners designed to go in an anchor that costs about \$250. We use heavier wall metal; ¾ inch rebar will slide in holes for tubular posts.

**Mr. Deshaies:** They could use two pieces of rebar and tie it into the anchors?

**Mr. Holden:** Yes; rebar is expensive; hard to find.

**Mr. Deshaies:** Or two broom handles?

**Mr. Holden:** If they're the right diameter.

**Mrs. Murray:** This is a good solution – especially in the winter.

**Mr. Harriman:** They're available for anyone putting up sign/banner there to use.

**Mr. Holden:** Exactly.

**Mr. Harriman:** No charge – S. Wolfeboro Park a town park. No other questions/comments?

**MOTION by Mr. Deshaies to accept a donation valued at \$250 for large banner anchors installed in South Wolfeboro Park by JC Signs of Wolfeboro NH. On the condition that the park will be available for all non-profits to mount their banners with or without the holders. Second, Mrs. Murray. Approved 5-0.**

- ii. The Board of Selectmen shall hold a public hearing on December 6, 2023, at their meeting that starts at 6:30 P.M., in the Great Hall of the Town Hall located at 9 Union Street Wolfeboro, pursuant to NH RSA 31:96-b, in order to accept a donation valued at \$7,500 of funds from the Wolfeboro Lions Club for the Warmth & More Fund.

**Mr. Harriman:** Anyone from Lions here to talk about this? *[no one from Lions in attendance]*

**Mrs. Murray:** We should just accept the money.

**Mr. Harriman:** Good program that's been around for a few years. Opens public hearing; no public comment. Closes public hearing.

**MOTION by Mrs. Murray to accept a donation valued at \$7,500 of funds from the Wolfeboro Lions Club for the Warmth & More Fund. Second Mr. Deshaies. Approved 5-0.**

***Petition to take a private road (continued from October 30, 2023)***

- i. The Wolfeboro Board of Selectmen has received a petition to conditionally lay out, subject to betterment assessments, Robin Acres which consists of the following roads: Loon Street, Tern Lane, Lark Street, Finch Street and Dove Street, over existing private rights-of-way as a Town road conforming to current construction standards and requirements. Pursuant to RSA Chapter 231, Sections 11 and 28-33, the Board of Selectmen will conduct a Public Hearing on this petition to conditionally lay out Robin Acres, to which all property owners abutting Robin Acres in Wolfeboro and other members of the public are invited to attend and participate in. This Public Hearing will take place at the Board of Selectmen's meeting on **October 30<sup>th</sup>, 2023**, for a meeting to begin at 6:00PM at the Wolfeboro Town Hall Great Room, 84 South Main Street, Wolfeboro, NH 03894. At this Public Hearing, the details of the proposed construction, reconstruction and repairs and the costs thereof will be presented by the Selectmen. Conditional layout procedures may commence 10 days following this public hearing unless within that period a petition not to conditionally layout Robin Acres in Wolfeboro as a Town road signed by a majority of the owners

of property abutting or served by the existing private rights-of-way is received by the Board of Selectmen.

**Mrs. Murray** steps down- daughter lives there.

**Mr. Pineo:** BoS has memo from Robin Acres Village Association signed by Mr. Walsh; community requesting decision by BoS be delayed to February 7, 2024.

And memo from me recommending that you not take that path. That date would be beyond the window to be able to get this onto the 2024 warrant; we'd have to come back in 2025 and redo pricing/cost estimates for the project. You should decide this evening. That's what BoS said they'd do at Oct. 30 meeting. Representatives from the association here.

**Mr. Harriman:** Public hearing was continued Oct. 30<sup>th</sup> - Reopens the public hearing.

**Russ Bisette, Robin Acres resident:** Town guidelines on acquiring town roads were being discussed by BoS at start of this. Guidelines indicated we needed to do a survey; Robin Acres did a survey. Then the BoS would consider.

Surprised that the town came back with a cost for this project so quickly. Cost is surprisingly high and not affordable. Requesting the delay to get other quotes to the town specs or go alternative routes. We were not ready/expecting BoS to come back so quickly. Was a major 'left hook' to us. Willing to take gamble on price changes with any delays. We have the widths; Would like a more defined spec sheet to perhaps get other bids that might be more acceptable.

**Suzanne Ryan:** Asks where did Town quotes come from? How relevant are the numbers?

**Mr. Pineo:** Stantec which has been used by town the past few years; cost estimate based on 2024 construction costs.

**Mr. Harriman:** Other comments from public? None. Closes the public hearing. Comments that in Mr. Pineo's memo, if we delay approval until Feb. 7, if approved it would require the betterment assessment be part of the 2025 warrant; (we understand that); and that counter petitions against the project would be due by Feb. 21, 2024 based on 2024 construction estimates not 2025.

Jim's recommendation to deny this at this time and let the process to start over; would allow Robin Acres association to get more current construction numbers or other options that could be more affordable instead of Stantec. More accurate numbers would be established. BoS comments? Thoughts?

**Mr. Senecal:** Does not seem the association is against delaying another year. They can get other prices. Stantec could plug in numbers for 2025. No problem to delay or turn this down for this year and start process again next year.

**Mr. Pineo:** Suggests if this is continued – which not recommended – the estimates they would get have to be to today's town road standards.

**Mr. Harriman:** They should have a decent set of specs to give them data to begin with.

**Mr. Deshaies:** Do you have the full quote?

**Mr. Bisette:** We received the copy of the Stantec quote- it's a rough quote; a lot of details are missing in terms of materials, etc. Stantec gives road widths, shoulders specs; doesn't detail erosion stone size; *degrub* road; material under road. Have to have same specs to compare apples-apples.

**Mr. Harriman:** Stantec numbers based on building to Town specs – document would be made available.

**Mr. Bisette:** Need to know all the specs for the road.

**Mr. Pineo:** That's why we asked for an as-built plan in town request for information. Who should go out to do core boring to determine what's currently in the ground and what should be done? That should be on the association, not the taxpayer.

**Mr. Bisette:** When Robin Acres developed, there are no existing plans on file. We've been trying to get existing plans – seems they do not exist.

**Mr. Pineo:** Would be the cleanest thing to for association to withdraw petition. Then BoS does not take any action.

**Mr. Bisette:** what does that mean for future?

**Mr. Freudenberg:** Then you could reapply; you withdraw the petition and come back in February. You can get the information from the town – public works director and go to other contractors and get the bids, then re-present. If you withdraw, there's no stigma.

**Mr. Bisette:** What about the material we already submitted?

**Mr. Pineo:** We'd keep that on file. Materials already submitted would be OK. You would resubmit the application; we'd meet with department heads and do a process similar to what we did this year.

**Mr. Bisette:** [takes a moment to consult with association members]

**Mrs. Ryan:** Did Stantec do the estimate as a courtesy?

**Mr. Pineo:** Part of the general engineering contract with Stantec.

**Mrs. Ryan:** When they came back, it would be looked at again – 2025? And what did estimate cost town?

**Mr. Pineo:** Field work would be done; just have to update for current construction costs. Can get you the numbers on what it cost to do the first estimate.

**Bill Walsh:** president of Robin Acres Homeowners Association: Request was done for other associations, was there a cost for Stantec to do those estimates/layout?

**Mr. Pineo:** I believe it was under the general assessing contract; but that was for the windshield survey; when we received your petition we had to get those costs so we had an informed idea; Director of Public Works – at my direction – sent Stantec out to evaluate it and provided us with a cost estimate that you received.

**Mr. Walsh:** Want to clarify – if petition withdrawn, we want to be sure association has ability to resubmit petition.

**Mr. Pineo:** Yes, that's the cleanest way as opposed to BoS denying the petition or...

**Mr. Walsh:** Mr. Senecal seemed to be leaning toward approving or pushing decision to February 7, 2024. Want to be sure association can still request town takeover.

**Mr. Harriman:** Yes. All material already submitted would be maintained/kept on file with the town so you'd not have to repeat what you've done. And you could come back to BoS.

**Mr. Walsh:** Would Stantec estimate need to be redone?

**Steve Randall, director DPW:** Scope won't change since town standard does not change. Pricing would have to be updated for 2025; very quick process.

**Mr. Harriman:** Gives association time to reach out to other contractors to take back to association; have association discussions on how to move forward or not?

**Mr. Deshaies:** Has there been an association vote to spend the betterment per owner; and have homeowners approved it to spend the betterment money to do the project?

**Mr. Walsh:** No vote has been taken. Did not share with the membership because the Stantec numbers were so high. No need to bring this to the general association because the price was so high. We knew betterment would be high; wanted to explore grants, etc. Do research before association meeting/vote on betterment assessment. Want to get a betterment proposal that makes more sense for homeowners.

**Mr. Deshaies: to Mr. Pineo –** Before we consider approving conditionally laying this out, shouldn't we know we have a contract with that association that they guarantee that they'll be paying the betterment fees?

**Mr. Pineo:** Betterment works by going before the town voters. If BoS vote to conditionally lay it out, association has ability to counter petition and say, no, this is too expensive for this project. If residents did not know what the price was; not much we can do about that. Voters have to approve it.

**Mr. Walsh:** It's a betterment; is not a tax against the rest of the town. Our goal is to get a final a realistic picture of this project to know what the betterment would be. It's only been a month; challenge to get the information for the association to be better informed. Last meeting was continued because BoS felt more discussions needed among association. It's a lot of information to gather; asking for continuance so we're better informed.

**Mr. Harriman:** Withdrawing or BoS voting no – gives association time needed to gather information. If we just withdraw or deny now – you can take time needed to reapply for betterment and resubmit petition.

**Mr. Pineo:** The one caveat is if BoS denies the petition because there's no public benefit, the subject is over.

**Mr. Walsh:** Withdraw the petition and explore options and meet at a later date.

**Mr. Harriman:** Gives you time you need to gather information and keeps options open.

**MOTION by Mr. Senecal to accept the withdrawal from Robin Acres Village Landowners Association of the petition to layout the Robin Acres road system. Second, Mr. Deshaies. Approved 4-0 [Mrs. Murray abstains.]**

**Mr. Harriman:** We'll work with you to gather information.

## **2. Bulk Vote**

Mr. Harriman: Two intent to cut wood/timber added to agenda: 353 College Road; and New Garden Road.

**MOTION by Mr. Freudenberg to add to the bulk vote: Item C- Two intent to cut added to agenda: 353 College Road; and New Garden Road. Second, Mr. Senecal. Approved 5-0**

- A. Weekly Manifests
  - i. November 24, 2023 \$ 585,835.62
  - ii. December 1, 2023 \$ 2,531,531.65 (school payment and large vendor payment)
- B. NH DRA 2023 Municipal Assessment Data Certificate
  - i. Cyclical in progress

**Mrs. Murray:** Points out town got back a trial ratio study report indicating ratio and mean in 2021, 76.5; 2022 it was 61.2; 2023 it's 52.4. That's why we're going to reevaluate.

**MOTION by Mr. Senecal to approve bulk vote A-C; Second, Mr. Deshaies. Approved 5-0**

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

*Wolfeboro Waters Committee*

- i. Beth Marcoux      Term expire March 2025

**Mrs. Murray** would like to increase membership from 8 to 9 because one member is ill and cannot make meetings. They want to stay on committee. And bring Beth Marcoux who is working on assessing sub-committee; she's willing to chair that committee and sit on board. Wolfeboro Waters Committee voted last Monday to increase membership. We're doing a lot of water testing and supporting associations who have watershed management plans and trying to distribute education materials; more hands makes work easier.

**MOTION by Mrs. Murray to increase Wolfeboro Waters Committee membership from 8 to 9 with three alternates. Second, Mr. Freudenberg. Approved. 5-0.**

**Mrs. Murray:** Would like to move Beth Marcoux appointment to expire 2026.

**MOTION by Mrs. Murray to appoint Beth Marcoux to Wolfeboro Waters Committee; term expiring March 2026. Second, Mr. Freudenberg. Approved 5-0.**

## **5. New Business**

**B. Discussion: Spending Freeze & Budget cuts for 2023 budget**

**Kathryn Carpentier**, finance director: 2023 DRA disallowance plan Action plan has five steps.

Dept. of Revenue has disallowed \$547,763 in 2023 authorized spending from the town road upgrades warrant. Town manager issued an immediate spending freeze. Town manager I met with most department heads to look for areas where we could transfer funds. With cooperations of each department we have identified \$434,645. Five steps – asking for BoS approval:

1. Spending stopped on town road upgrades warrant article: \$71,426.77 remaining. No further action – we just stopped spending on that line item.
2. Line item transfers identified: \$256,756.13 - a list in packets of those items. Need a motion to authorize those transfers.
3. Would like BoS to authorize reimbursement from the accrued leave time expendable trust \$ 67,424.14. Motion for that line item in the memo.
4. Grant funds anticipated: \$39,038 to offset current spending. No action at this time needed.
5. Mr. Pineo sending letter to DRA requesting approval emergency expenditure and revenue source pertaining to RSA:11

Motions needed on some items. Other questions you have? *[Mrs. Carpentier reads motions; moved by BoS members as shown]*

**MOTION on item #2 by Mrs. Murray to authorize to sign a line item transfer between general fund departments in the amount of \$256,756.13 into the 2023 town road upgrade line: 01-57793-118. Second, Mr. Senecal. Approved 5-0.**

**MOTION on item 3 by Mr. Freudenberg to authorize and sign a line item transfer between police budgets in amount of \$67,424.14 into the 2023 town road upgrade line: 01-57793-118; and as agents to expend seek reimbursement from the Trustees of the Trust fund for that same amount. Second, Mr. Senecal. Approved 5-0**

**MOTION on item 5 by Mr. Deshaies under direction of the Board of Selectmen, the Town Manager will initiate procedures necessary under RSA:32:11 for emergency expenditure and over expenditure. Second, Mrs. Murray. Approved 5-0**

**[with amendment noted by Mrs. Murray on RSA:32:11 instead of 32:1]**

**Mrs. Carpentier:** That is the action plan. Leaves us with a \$100,000-\$150,000 shortfall. Hoping for some spending favorability pending no storms or emergencies. We'll be in contact with NH Department of Revenue.

**Mr. Pineo:** talked with DRA; understands it's a real-time, real-money problem other communities go through this. Explained to him about donations coming in and sitting with other funds. He thinks we're in a good position; he's not terribly concerned. There will be a tick mark on our audit report we will likely be able to explain. If weather cooperates that we can close the gap and come to reality without tapping other funds. Board members may have follow up will Will be speaking to the budget committee Tuesday night and a possible follow up Thursday if other questions from budget committee.

**Mr. Harriman:** Other board questions? [none]

**Mr. Pineo:** Thanks department heads and staff for their huge help on this.

**B. Approval: Fall Josiah Brown Scholarship Awards**

**Mr. Pineo:** Three worthy recipients recommended in memo; healthy balance of \$66,737 in the account. recommended that the BoS issue awards to the three students with your discretion on the amounts.

**Mrs. Murray:** We'll be getting another influx of money in the account in the spring? \$3000 given last quarter.

**Mr. Pineo:** Yes.

**Mr. Harriman:** Board thoughts on this year's scholarship award amount?

**MOTION by Mr. Senecal to award \$3000 to the three recipients Fall Josiah Brown Scholarship Award recipients: Caitlyn Folsom, Abigail Heald, Marion Lambert. Second, Mr. Freudenberg.**

**Mr. Senecal:** Says the \$3000 award could need to be used for even more applicants next time.

**Mrs. Murray:** Concerned there's too much money being held. I believe we get \$35,000 to the fund each time. Money is accumulating; not handing it out. Did we change the eligibility this year?

**Mr. Pineo:** Not this last year; there was discussion after the last award to revisit parameters. The board did not get to that. Does make sense to revisit parameters; last time done was in 2021. Got recommendations from teachers/guidance counselors on income thresholds should be. We should discuss this going forward; adjust minimum income limits for those who apply. .

**Mr. Deshaies:** is FAFSA included?

Mrs. Murray: Thought FAFSA was used.

Mr. Pineo: No.

Mr. Deshaies: (Mrs. Murray agrees) FAFSA is a good barometer for application It's a good guide.

**Mrs. Murray:** Agree; and I'll work on this with Amy. Hate to accumulate the funds want to distribute them to students; Would prefer \$4000 this time but I will go along with Dave's motion for \$3000 each this time.

**Mr. Harriman:** Good to revisit parameters get more applicants and recipients; Get this on the work agenda to get this done by the next scholarship award season.

**MOTION APPROVED 5-0.**

**C. Discussion: Assessment Revaluation Bid award**

**MOTION by Mrs. Murray to table Assessment Revaluation Bid award. Second, Mr. Freudenberg. APPROVED 5-0.**

**D. Approval: Reduction of Road Surety: Village Corner- Planning**

**Mr. Pineo:** Town planner here to speak on this. Looking for a motion to authorize the town to reduce the road surety held by Village Corner in the amount of \$200,506.55.

**Mr. Harriman:** Planning Board went through this a few meetings ago. Recommendation from Tighe and Bond; road inspections being done. This will leave \$20,000 for some small items listed to take care of ..for minor road shoulder stabilization; seeding; setting of boundary pins in the remaining house lots.

**MOTION by Mr. Freudenberg to authorize the town to reduce the road surety held by Village Corner in the amount of \$200,506.55. Second, Mr. Senecal. Approved 5-0**

**E. Approval: Water and Sewer Rate increase**

**Mr. Pineo:** Last year, presentation by Underwood Engineers about water/sewer rates. They recommended last year – I attached minutes – approved 3% water and 9% sewer increases last year and 3% thereafter.

Updated memo received today from Underwood Engineers- affirms our position that we are short on sewer – they are recommending 4%; I am comfortable with 3% increase based on the balance



in that fund account. And those efficiencies we can find. Water rate outlines 2024 projects as capital projects; shows you 3% increase impact and contemplates the waterline replacement bond payment which would begin in 2026.

**Mrs. Murray:** OK with 3% knowing what projects are included; some were not in 2022 study. And knowing that town manager and staff will work to cut operating expenses to make it work.

**MOTION by Mrs. Murray to raise water and sewer rates by 3% starting Jan. 1, 2024. Second, Mr. Deshaies. Approved 5-0.**

**F. Approval: Extension for ARPA Grant & CWSRF Loan for Mill St. Pump Station**

**Mr. Harriman:** In the packet; I have been working on this; and have communicated with NHDES; and HDR engineers on the project. Engineering has taken longer and needed to extend project up to 400 days from the original 300 or 350. Would go beyond the expiration of the loan agreement we had in place. Talked with Alisha Clark, DES in October 20 in letter requesting extension. We have a certificate of vote of authorization for the amendment; signature amendment #1; and they'll need a certificate of insurance from us as well. To be submitted to NHDES by end of this year – Dec. 31<sup>st</sup> to get this extension granted.

**MOTION by Mr. Senecal to vote in favor of applying to submit the amendment to the original grant agreement to extend the project's completion date and to authorize James Pineo as a signor of all current and future documents including disbursements pertaining to the grant agreement. Second, Mrs. Murray. Approved 5-0.**

**G. Discussion: Emergency Operations Plan update per Budget Committee**

**Mr. Pineo:** Went to budget committee to place \$3000 in 2024 budget to update the emergency operations plan. Would help leverage some grant funds for the EOC and generator at the Public Safety Building. Budget Committee asked for BoS input. Chief is here; Need a motion to recommend that the budget committee increase budget by \$3000 to update the emergency operations plan.

**Chief Thomas Zotti,** Wolfeboro Fire and Emergency Services Director- explains he completed grant application for Department of Homeland Security and Emergency Management to offset the cost of the new EOC and the new public safety building and the generator. Application submitted. If approved as submitted would give us just over \$102,000 towards that project. It's a 50-50 grant; other 50% would be part of the bond to pay for the project. Received Homeland Security feedback that we needed to update the emergency operations plan; would not approve the grant application. They were willing to review it concurrently. We anticipated doing emergency operations update next year anyway.

As a result, I prepared a mini-RFP to vendors that do emergency operations plan updates. If we add \$3000/- since been revised to \$2700, that would give us our share for 2024 to update existing emergency operations plan and keep us in the mix for the potential \$102,000 grant. This happened during the budget process – which is why it was not ready to submit to you in time for the budget process.

**Mr. Harriman:** Questions?

**Mr. Senecal:** \$3000 or \$2700? Which number should we use?

**Chief Zotti:** One vendor updated quote to \$2700.

**Mr. Deshaies:** Which budget line?

**Chief Zotti:** Either line 610 as general operating supplies or create a new line for emergency management for outside services which does not appear. Defer to town manager or finance director on that.

**Mrs. Murray:** All we do is recommend putting that in the operating budget and let them decide.

**MOTION by Mrs. Murray to recommend to the budget committee to add \$2700 into the 2024 operating budget for an emergency operations plan update. Second, Mr. Deshaies. APPROVED 5-0**

**H. Approval: 2024 Warrant Article Approval [See Mr. Pineo's attached warrant article PPT/spread sheets]**

**Mr. Pineo:** Still work to do on warrant articles; department heads here to speak to articles. If BoS needs more attention, I'd suggest we have another meeting in advance of our next scheduled meeting. Time is short with budget committee.

The attached sheet outlines where funds are coming from and what projects are. KC has an updated sheet laying out tax rate impact, expenditure of funds, etc.

**Article:** Operating Budget won't be ready for a few weeks.

**Article:** Port Wedeln project- raise/appropriate \$769,710 – drainage easements; engineering and construction for stormwater project. These are additional funds toward total of project estimated \$1.2 million. Impacts tax rate.

**Mrs. Murray:** Is wording still in progress? Thought you had to "raise and appropriate" the full amount. \$1.2 million. This is a reauthorization.

**Mr. Pineo:** Yes- will go for legal review. Would like to schedule bond hearing Jan. 3 – first meeting in January and get it noticed.

**Mr. Deshaies:** Will we have a concrete contract with Port Wedeln Association for the \$100,000 they are contributing toward the project?

**Mr. Pineo:** Have asked that to the association by correspondence; waiting to hear back.

**Mrs. Murray:** Will we have the easements?

**Mr. Pineo:** Stantec still working on it. Steve Randall says yes – still working on it. Stantec goal is that this will be shovel-ready; bids contingent upon voter approval, then be able to do the project once road bans come off. Steve is working with Stantec on easements.

**Mrs. Murray:** Condition in the last warrant article was that nothing could be done until all easements were in. I assume we'll out those same conditions.

**Mr. Pineo:** Yes, that's why previous warrant article referred to; previous conditions will apply.

**Mr. Deshaies:** What will conditions of \$100,000 association contribution be? How will they contribute?

**Mr. Pineo:** Original conversation – it would be payment over time; nothing written down. Waiting for representative to get back. And asked if they had additional funds since price of project has increased significantly.

**Mrs. Murray:** They're not going to piggyback with another project are they? We're not touching their beach – nothing more than we had in the last project?

**Mr. Pineo:** Correct.

**Mr. Harriman:** No motion needed; this goes to the Jan. 3<sup>rd</sup> bond hearing.

**Mr. Pineo:** does not go to the budget committee – yes, the bond hearing.  
Continues with articles -

**Article: Town Road Upgrades:** raise and appropriate \$700,000- upgrades/engineering for town roads [ not sidewalks] and drainage systems. – tax rate impact. \$.29 per \$1000 assessed valuation

Breaks down where roads will be improved: Pleasant Valley Road; Townsend dam outfall, Beach Pond section; Upper Haines Hill Road reclaim and base; culverts.

**Mrs. Murray:** Wants clarity on Townsend dam outfall.

**Steve Randall, Director, DPW-** If you're heading in, it's on the left. It's taken a year to get plans, permits, all the scouring underneath. The wrong size cobble was used; will be reinforced. Dam is leaking.

**Mrs. Murray:** Dam is also leaking halfway through the middle. Will this take care of that?

**Mr. Randall:** No – only the outside of the dam. Not the box culvert and the inlet side. It's a different project.

**Mrs. Murray:** It'll deal with the retention pond.

**Mr. Randall:** yes.

**Mr. Pineo:** Would BoS like to vote to recommend or not or hold off?

**Mrs. Murray:** ready to recommend this.

**Mr. Deshaies:** This is less than we spend on roadways and being fiscally responsible in taking care of roads to the best of our ability.

**Mr. Pineo:** this article traditionally is unassigned fund balance the past few years. Not reflected in this; this is tax rate impact.

**Mrs. Murray:** It was usually the highest approval rate of all warrant articles.

**Mr. Pineo:** Talking to DRA today the approval was like 1477 to 125 or something like that.

**Mr. Deshaies:** And you scratch 'sidewalks' from this – we have a separate sidewalk fund.

**Mr. Pineo:** None of these roads have sidewalks. Yes, I'll remove it.

**MOTION by Mrs. Murray to move the Town Road Upgrades to the warrant. Second, Mr. Deshaies. APPROVED 5-0.**

**MOTION by Mrs. Murray that the Board of Selectmen vote to recommend the Town Road Upgrades article. Second, Mr. Deshaies. Approved 5-0.**

**Mr. Pineo: Article: Library Landscaping – Reauthorization – \$250,000 maximum - no tax rate impact; Library Board of Trustees expends.**

**Mrs. Murray:** Wants to hold this for now as library trustees get legal opinion; same for library solar.

**Mr. Pineo: Article: Library Solar – reauthorize \$190,000; going to legal for opinion. No BoS action required now.**

**Article: Police Vehicle Replacement - \$74,000 police cruiser replacement and equipment.**

**Mrs. Murray:** Asks Captain Mark Livie, Wolfeboro Police Department – reiterate vehicles, how many vehicles are you short. Why this is important.

**Captain Mark Livie:** Last year replaced one Crown Victoria; This year retired two 2013 Taurus vehicles. Functioning now with 9; with one more in 2024, we'd have 10 – one less than we usually do. Important in the budget – right now we have five patrol vehicles that are over 100,000 miles. We get to police calls in these; one vehicle a year is what we're asking for.

**Mr. Pineo:** This would be a tax rate impact of \$.03 per thousand – it's not shown on the slide.

**Mr. Senecal:** How long until you'd take delivery on a new cruiser?

**Capt. Livie:** Equipping the vehicle takes longer. We could get the vehicle in April/May if one on the lots. If we have to order, it'll take 9 months. Outfitting for electronics now takes 6-7 months.

**MOTION by Mr. Deshaies to move the Police Vehicle Replacement to the warrant. Second, Mr. Freudenberg. Approved 5-0.**

**MOTION by Mr. Deshaies that the Board of Selectmen vote to recommend this article. Second, Mr. Freudenberg. Approved 5-0.**

**Mr. Pineo: Article – Public Works Vehicles and equipment:** raise and appropriate \$380,000 to DPW capital reserve fund. Tax rate impact \$.16 per \$1000 assessed valuation.

**Steve Randall,** director DPW planning for two vehicles to be replaced in 2024.

**Mrs. Murray:** Would like to have a spread sheet to clarify DPW plans to purchase over five years, then I'll be comfortable to move this forward.

**Mr. Randall:** Will have that for you in the morning; spread sheet is done.

**Mr. Pineo:** We'll hold off on that article.

**Mr. Pineo: Article – Building Maintenance Capital Reserve Fund -** raise/appropriate \$50,000 added to existing fund; \$.02 per \$1000 Assessed Valuation. Anticipated 2023 CRF balance at \$51,000

**Mrs. Murray:** Hold up on this and get a quote from the roofer to patch town hall slate roof.

**Mr. Deshaies:** Have not heard back from an email I sent; will follow up with call tomorrow.

**Mr. Pineo:** We'll hold that article.

**Mr. Pineo: Article -** Water Resources Non-Capital Reserve Funding; Raise/appropriate \$50,000 to the fund; \$.02 per \$1000 Assessed Valuation. Anticipated 2023 CRF balance \$56,000

**Mrs. Murray:** I have a different figure; \$136,550; Mrs. Carpentier – what do you have?

**Mrs. Carpentier:** We had a withdrawal for a few items and I cannot list them right now – totaling about \$80,000 approved.

**Mrs. Murray:** Understanding was only \$40,000 already approved.

**Mr. Pineo:** I think there was another project.

**Mrs. Carpentier:** I have a spread sheet – it was a different project. Will have to get back to you.

**Mrs. Murray:** \$23,000 for Rust Pond; \$3000 match for Wentworth Watershed for Birchmont project; and the \$40,000; I don't know of any others.

**Mr. Deshaies:** Wolfeboro Waters...

**Mrs. Murray:** I'll take care of that.

**Mr. Harriman:** We'll hold on this one, too.

**Mrs. Murray:** Want to talk about warrant article proposed by Wolfeboro Waters sent to selectmen this afternoon.

**Mrs. Carpentier:** I added it.

**Mrs. Murray:** [reads warrant article] “ To see if the town will vote to raise and appropriate the sum of \$20,000 for the purpose of engineering a drainage system from Sewell Road down the Jockey Cove side of Forest Rd.”

And it should say, “to the Carry.” I was corrected on that.

“This appropriation is a non-lapsing in pursuant to RSA32:76 and shall lapse on Dec. 31, 2025 or upon completion of the project.”

Wolfeboro Waters met Monday. Fred Cain presented issues there with e-coli and how to replace the drainage; and received a letter from the Wolfeboro Conservation Commission that the culvert should not just be replaced in-kind; that we should look at catch basins. Wolfeboro Waters decided the best thing to do was nothing because of the budget freeze. And to do engineering in 2024 so what we do there will be effective and work.

**Mr. Harriman:** Want to add on to that – language that would “allow the Board of Selectmen to accept such monies as they become available from the federal and state governments and to authorize the Board of Selectmen to take any action or to pass any vote thereto.”

That allows us to go after grants towards this.

**Mrs. Murray:** Agrees to add that language. Made these changes from this morning's email.

**Mr. Deshaies:** Questions \$136,500 in the Water Resources fund.

**Mr. Pineo:** We need to hold this article.

**Mrs. Carpentier:** Money has been committed from the fund that has not been taken out.

**Mr. Pineo:** We'll get an accounting.

**Mr. Deshaies:** Hold this article. Depending on the total; I would like to reduce this from \$50,000 to \$30,000 to offset the \$20,000 that's coming with this other warrant article that just came in. Doing this repair is good and using funds from the non-capital reserve fund and exchange funds.

**Mr. Harriman:** We already agreed to hold this article.

**Mr. Pineo: Article-** Abenaki Ski Area Capital Reserve Funding: raise/appropriate \$25,000 to existing fund; tax impact - \$.01 per \$1000 assessed valuation. 2023 anticipated balance of this fund \$79,000 – level from last year.

**Motion by Mr. Freudenberg to move Abenaki Ski Area Capital Reserve Funding article under the warrant. Second, Mr. Deshaies. Approved 5-0.**

**Motion by Mr. Freudenberg to recommend the Abenaki Ski Area Capital Reserve Funding article. Second, Mr. Senecal. Approved 5-0.**

**Mrs. Murray:** Expecting a spreadsheet on this since we're accumulating funds to get a groomer.

**Mr. Pineo:** Correct.

**Mr. Pineo: Article – Tree Removal and Replacement Expendable Trust Fund:** raise/appropriate \$25,000; tax impact - \$.01 per \$1000 assessed valuation. Estimated 2023 fund balance: \$36,000.

Speaking with Steve Randall – anticipated 2024 work on Middleton Road and other side roads + plantings in some town parks.

**Motion by Mr. Deshaies to move the Tree Removal and Replacement Expendable Trust Fund article to the warrant. Second, Mr. Freudenberg. Approved 5-0.**

**Motion by Mr. Deshaies to recommend the Tree Removal and Replacement Expendable Trust Fund article. Second, Mr. Freudenberg. Approved 5-0.**

**Mr. Pineo: Article – Municipal Electric Bucket Truck Replacement-** raise/appropriate \$400,000 for replacing 2014 MED bucket truck and associated equipment. Funded by the Electric Enterprise Fund. No tax rate impact.

**Motion by Mrs. Murray to move the Municipal Electric Bucket Truck Replacement article to the warrant. Second, Mr. Deshaies. Approved 5-0**

**Motion by Mrs. Murray to recommend this warrant article for the Municipal Electric Bucket Truck Replacement. Second, Mr. Deshaies. Approved 5-0**

**Mr. Pineo: Article- scratched –** Seasonal Water lines to replace seasonal lines McCarthy Anna Drive and Museum Shores. Six of 12 core borings came back showing ledge at 2 ½ to 3 feet. Based on that, Stantec and Steve Randall are recommending removing this article.

**Motion by Mrs. Murray to remove the Seasonal Water Line Replacement article from the warrant. Second, Mr. Deshaies. Approved 5-0.**

**Mr. Pineo: Article- Maplewood and Highland Terrace Water Main Installation –** raise/appropriate \$200,000 to install 800 feet new waterline on the roads. Paid for from Water Enterprise fund. No tax rate impact.

**Core borings came back good at the location;** able to bury the water line. On the Underwood Engineering document, this falls within purviews of revenues anticipated to get the project done in 2024.

**MOTION by Mrs. Murray to move the Maplewood and Highland Terrace Water Main Installation article to the warrant. Second, Mr. Deshaies. Approved 5-0.**

**Motion by Mrs. Murray to recommend this warrant article for the Maplewood and Highland Terrace Water Main Installation. Second, Mr. Deshaies. Approved 5-0.**

**Mr. Pineo: Article-** Wastewater Treatment Plant Capital Reserve Funding: raise/appropriate \$200,000 adding to existing fund; tax rate impact \$.08 per \$1000 assessed valuation. *See list of town manager recommended upgrades for 2024 totaling \$175,000 and contract operator requests totaling \$250,000 which can be backed down to \$175,000.*

**MOTION by Mrs. Murray to reduce the article to \$175,000 for Wastewater Treatment Plant Capital Reserve Funding. Second, Mr. Deshaies. Approved 5-0.**

**MOTION by Mrs. Murray to move this article to the warrant. Second, Mr. Deshaies. Approved. 5-0.**

**MOTION by Mr. Deshaies to recommend this warrant article for Wastewater Treatment Plant Capital Reserve Funding. Second, Mr. Freudenberg. Approved 5-0.**

**Mr. Pineo: Article- South Main Street/Center Street to Smith River Bridge Sewer Extension;** raise/appropriate \$200,000 to engineer a replacement sewer line – S. Main at Pickering Corner to Smith River Bridge. Tax rate impact: \$.08 per \$1000 Assessed Valuation. Gives us ability to move up state grant funding for this project estimated at \$4-million in 2025-26. This is in alignment with proposed complete streets project which our engineers said we can't do water, sewer and stormwater all in one year. This breaks this out. This gets project rolling; Steve here for answers.

**Mrs. Murray:** What year do we need to put up funding for Route 28 project? Want to be sure this is out; Route 28 is the next one.

**Steve Randall, DPW Director:** [NHDOT] Route 28 project construction is scheduled 2026-2027 – that is their working schedule.

**Mrs. Murray:** Do we need to appropriate money in 2025 or 2026 budget year? NHDOT budget/schedule calendar year is different.

**Mr. Randall:** funding for the sewer [Route 28/S. Main project] would be needed in 2025 so we're one year ahead.

**Mrs. Murray/Mr. Randall:** *[discuss NHDOT project dates/appropriations needed by the town – and when.]*

**Mr. Harriman:** No more questions from BoS; Motion to move to the warrant?

**MOTION by Mr. Freudenberg to move this article for South Main Street/Center Street to Smith River Bridge Sewer Extension to the warrant. Second, Mr. Senecal. Approved. 5-0.**

**MOTION by Mr. Senecal to recommend this warrant article for South Main Street/Center Street to Smith River Bridge Sewer Extension. Second, Mr. Deshaies. Approved 5-0.**

**Mr. Pineo: Article- Parks and Recreation Tractor Purchase-** raise/appropriate \$100,000; Tax rate impact- \$.04 per \$1000 assessed valuation. [Slide] Shows list of many items/tasks the tractor would be used for within parks and recreation. Improves efficiencies and safety for staff in department. Christine Collins in attendance to answer questions.

**Mr. Deshaies:** Because of tight budget, could we do half- \$50,000-55,000 in a reserve fund this year; change the warrant article; do another one next year to appropriate the rest? Parks/rec would wait a year. Just a thought. I know it's a matter of money.

**Mrs. Murray:** Agree with Brian. Concerned about operating budget not coming down at all; there's a limit to what people can afford.

**Mr. Deshaies:** Can we hold off on this one? Or do the 50-50?

**Mrs. Murray:** I'm going to vote no if it's \$100,000.

**Mr. Pineo:** They need the equipment; they've outlined why they need it.

**Ms. Collins:** It's a need – not a want; we've been making do. I understand the budget. It puts us in tough spot in the meantime; no equipment from highway to borrow. No money in parks/rec budget to rent/lease equipment for this. It's a bad situation if we have an emergency situation.

**Mrs. Murray:** Do you have a snowblower?

**Ms. Collins:** Yes, but what's coming off the Pop Whalen arena building needs more than a snowblower. That's the issue.

**Mr. Harriman:** Snow packs hard when it lands off the arena.

**Ms. Collins:** Snow lands in the parking area and it's tough to move.

**Mr. Deshaies:** When vehicles have been needed before in middle of the year, we've found money in accounts when necessary. If we appropriated half of this in the warrant article, what are chances there may be money during year?

**Mrs. Murray:** I think we cut the budget as hard as we could. This is back to do we want to recommend it and put it out and voters shoot it all down? I'd be willing to go with \$50,000 in capital reserve this year; \$50,000 another year. Not comfortable with the full amount this year.

**Mr. Harriman:** Think putting this article on hold and do research; think about it to justify it; agree \$100,000 will be a tough sell now with voters. Lean toward 50-50 and get to the purchase next year for parks/recreation.

**Mrs. Murray:** I think this would be an easy one to vote 'no' on.

**Mr. Senecal:** It's never an 'easy' year – despite what the budget is. If she's been without the equipment all these years for parks and recreation, it's time we appropriate the funds. The building and use that the mountain and rink gets, we have to take care of the snow. DPW is plowing roads; he is not to get there; Parks and recreation will have to close down the arena or Abenaki because they cannot move the snow. I am in favor of the appropriation this year; not 50-50.

**Mr. Freudenberg:** I pushed this appropriation; I am still in favor of it. Parks and recreation gets the hand-me-downs. Zamboni will be impeded because of snow off the roof. It'll be a tough couple of years, probably. I support this.

**MOTION by Mr. Freudenberg to move this article for Parks and Recreation Tractor Purchase to the warrant. Second, Mr. Senecal.**

**Mr. Harriman:** This is a tough one; I'm on the fence.

**Mr. Deshaies:** Me, too. Would love them to have a tractor.

**APPROVED 3-2 [Mr. Deshaies/Mrs. Murray vote against]**

**MOTION by Mr. Senecal to recommend this warrant article for S for Parks and Recreation Tractor Purchase. Second, Mr. Senecal. APPROVED 3-2 [Mr. Deshaies/Mrs. Murray vote against]**

**Mr. Pineo: Article: Used ambulance purchase-** raise/appropriate \$110,000 used ambulance for Wolfeboro FD/ licensed transport ambulance in NH; \$80,000 ambulance purchase; \$20,000 for ambulance equipment/fuel other expendables. Tax impact: \$05 per \$1000 assessed valuation. Allows for town being able to accept grant money if available. *[chart provided showing estimated ambulance expenses]*

**Mrs. Murray:** Thanks fire chief for expenses chart. Will ambulance be a training tool? A backup emergency vehicle? There is no dedicated staff for this for now?

**Chief Zotti:** If this is approved at town meeting, after purchase, we need to get the ambulance up to standards for state licensing. Yes, would be used as a training tool. Billing end of things would be developed; The Care end of this we do perform today. There is a difference with loading the patient and transporting. Depending on proposals or RFPs for 2025 forward [for ambulance service], to either be the secondary/backup ambulance or a combination thereof. Some conversations with Stewarts Ambulance in 2024, we have not seen language yet. There's an idea for language being discussed that with enough notice if we were ready at a certain time during 2024, we could be a third transport and not be in violation with any contract. Stewarts willing to pursue language on those lines. We'd be in consultation with town manager. Tees us up for 2025 with any talks with an private contract one or two ambulances, then we'd been looking at warrant articles 2025 for staffing of ambulance; lease-purchase of new ambulance, etc.

**Mr. Deshaies:** Has Stewarts indicated a one ambulance contract could be possible 2025 or 2026?

**Mr. Pineo:** Trying to touch base on this issue.

**Chief Zotti:** Talked with Stewarts last week – made it clear they are not leaving town; it just depended on the contract language. The indication is they are willing to work with us.

**Mrs. Murray:** If we use the ambulance, will we be able to bill? Or is it a free ride while we're training?

**Chief Zotti:** We've contacted billing agencies; we'd recommend an RFP and sign a contract with the organization.

**Mrs. Murray:** Is this for 2024? Is this a training tool or a third/backup ambulance. We need to find a way to bill or give free rides?

**Chief Zotti:** It's possible on short notice to affiliate with an organization that does ambulance billing. We'd like to have a billing contractor in place. They would take a fee for the billing revenue and not an expense to the town.

**Mr. Deshaies:** I'd be OK with for 2024 our ambulance contract went from X to Y and that differential covered purchase of ambulance going forward.

**Mr. Pineo:** If I'm understanding you correctly, you're saying if we had a contract with the incumbent provider from Jan. 1-June 30 for two ambulances; then from July 1 – if the chief can accommodate that and the savings justify purchase of the ambulance?

**Mr. Deshaies:** Then savings might cover the \$110,000 and might cover other expenses.

**Chief Zotti:** But we have not staffed the ambulance.

**Mrs. Murray** agrees.

**Chief Zotti:** Being the third ambulance, we would not have to rely on it for whatever reason. We'd still be at status quo. Intent would be to implement policies to allow that to happen. We might not be able to do that at that point in 2024, if only because we've backed off proposals to staff it.

**Mr. Senecal:** Buying an ambulance, we need staff. How many people are certified today to do that today?

**Chief Zotti:** Of 22, 19; including the chaplain who is not a responder?

**Mr. Senecal:** They're certified EMS to be in an ambulance?

**Chief Zotti:** Yes. They have EMS certifications and a range of experience.

**Mrs. Murray:** Trying to get clarity. We'll get those questions. Need a full understanding. Need to know the parameters on how fire department will use the ambulance. Need the use to be defined better. We can put this off a bit until you get that.

**Chief Zotti:** In current circumstances budget wise, it would be accurate to say it would be a training tool for 2024. Do not want to put us in a position to be the second ambulance – without having the staff level for the ambulance. We'd have the third ambulance or training tool – to give us flexibility in how we get there. Gets us ready for 2025 – in some capacity to be determined. Spent time this summer initiating accounts we need with Medicare/Medicaid



services without having a transport vehicle and billing agency. That would be relatively quick at that point. That would get us to the point, when we're eligible, to get Medicare/Medicaid reimbursement.

**Mr. Deshaies:** I'd like to see the metric on how often and the number of ambulances available for service in Wolfeboro; is there ever a situation when a third is needed?

**Chief Zotti:** Don't have a hard number; can say that's relatively routine. Third ambulance needed approximately 12-20 times a year during multiple patients involved for something like a bad accident. Often we have concurrent calls when two ambulances are out.

**Mr. Deshaies:** Asks for specifics on the metric on concurrent calls. If there are 100 calls, will you have to go out on 20 calls?

**Chief Zotti:** Not every response results in a transport.

**Mr. Deshaies:** Trying to find out how this will dig into your manpower.

**Chief Zotti:** That data is generally available; would have to look at the numbers in conjunction with town manager. Then propose staffing levels from that.

**Mr. Harriman:** We need to put this on hold for more information needed.

**Mrs. Murray:** I'd like to see a description in a memo on the ambulance operation, billing, so we can be consistent.

**Mr. Freudenberg:** If you were the second ambulance, would you need more staff at that point? Or as Brian said, use current staff.

**Chief Zotti:** I suspect we would – but at a lesser level than some proposals we've seen. We wouldn't have to staff two ambulances at the same time.

**Mrs. Murray:** With staff you have now, could you staff one ambulance?

**Mr. Freudenberg:** In 2025 - If Stewarts is ambulance #1; Wolfeboro Fire is ambulance #2, would you use only current staff or would you need new staff?

**Chief Zotti:** We'd have to do analysis. But we would be asking for some additional staff. Not at levels we'd discussed before.

**Mrs. Murray:** If there's a car accident an ambulance and fire truck go out; there's 4 staff for the second ambulance to the scene as we're responding now.

**Chief Zotti:** Generally, yes. There are a lot of moving parts.

**Mr. Deshaies:** Repeats would like to see more data. And would they take two payments for ambulance; one this year, one next to use it as a training vehicle?

**Mr. Pineo:** It's not a reasonable ask. Would be more willing to ask incumbent provider to rent an ambulance for X amount of time? Payment plan for used vehicle is not reasonable.

**Mr. Harriman:** Putting this on hold lets the chief has a good idea and can get more information.

**Mr. Pineo: Article- Historic Society lease:** 20-year lease with Wolfeboro Historical Society for Clark Museum Complex, S. Main Street. No tax rate impact. Awaiting on the square footage. [no BoS action take at the moment]

**Mrs. Murray:** Aren't we charging them something?

**Mr. Pineo:** That's why I have terms and conditions of said lease. Then we need to sit down and do the negotiation on the lease now.

**Mrs. Murray:** It could be \$1. I think if there's a warrant on the lease, if you put \$1; what do they pay us now? We pay Brewster \$1 to lease Brewster Beach. We have not talked about getting revenue for Clark Complex lease.

**Mr. Pineo:** I'll look at that.

**Article- Sewer Pump Station – Reauthorization:** Mill Street/Lehner Sewer pump stations – Zero tax rate impact.

Reauthorizing money appropriated for build times; these will not be done by end 2024 if we run into issues.

**MOTION by Mrs. Murray to move this article for Sewer Pump Station – Reauthorization to the warrant. Second, Mr. Freudenberg. Approved. 5-0.**

**MOTION by Mrs. Murray to recommend this warrant article for Sewer Pump Station – Reauthorization.**  
**Second, Mr. Deshaies. Approved 5-0.**

**Mr. Pineo: Article- Jockey Cove Engineering** – raise/appropriate \$20,000 – Sewall Rd- Jockey Cove side Forest Rd. to Hopewell Point Rd engineering/drainage system. Tax rate impact: \$.01 per \$1000 Assessed Valuation. To be UPDATED.

[END of articles] Should another BoS meeting be scheduled before Dec. 20<sup>th</sup>? Budget Committee supposed to start reviewing warrant articles Dec. 14.

[Discussion about dates/times]

We'll go with December 20<sup>th</sup> to complete this.

I. Discussion: Trash Ordinance- revisit amendment

**Mr. Deshaies:** Received calls from citizens about trash cans on road overnight and not picked up. Ordinance does not specify who enforces the ordinance; there's no fines or warnings listed.

Would the board like to update this ordinance or have suggestions?

**Mr. Harriman:** Asks Capt. Livie – if someone violates trash ordinance, does that fall under police enforcement? A public nuisance, littering?

**Capt. Livie:** States BoS would have to add a section indicating violations, fines, etc.

**Mr. Deshaies:** Some communities use code enforcement or health inspector officers. Some use DPW.

**Mr. Freudenberg:** Could we treat it as littering?

**Mr. Pineo:** Difficult on the weekends.

**Mrs. Murray:** Police should enforce; warning first, then fines for repeated offenses.

**Capt. Livie:** If there's a fine, it's always at the discretion of the law enforcement officer.

**Mr. Deshaies:** Complaints are coming from: Forest Rd., Old Lakeview Terrace, Pleasant Valley Road.

**Capt. Livie:** Phone complaints are the only way for police to know. It would be hard to catch this every day.

**Mr. Deshaies:** You never know how long a trash bin is out there.

**Mrs. Murray:** Citizens will have to call police.

**Mr. Harriman:** Would we have to schedule a public hearing to be able to add fines to a policy like this?

**Mr. Pineo: We need to establish what the fines/penalties are first.**

**Tavis Austin, Planning Director:** Planning and Zoning will not enforce this. Falls to the police.

End of Section 100-5 – End of the noise ordinance - enforcement: Violations and penalties – Each violation \$100 for the first violation 12-month period; \$250 second violation; \$500-\$1000 for third or any subsequent violation. Law enforcement officer would have to issue fine.

I could create 112:4D with similar language to the noise ordinance – with reference to warnings and whatever amount fine.= approved by BoS.

**Mrs. Murray:** We did that for jumping off the Whitten Neck Bridge.

**Mr. Austin:** Went through criminal statute; it's not littering.

**Mr. Freudenberg:** Proposes three warnings.

**Mrs. Murray:** \$5 or \$10; and if somebody's a chronic offender, it's up to discretion of officer.

**Mr. Pineo:** Come back with a draft Dec. 20. And schedule a public hearing on this after the New Year.

J. Discussion: **Update on Abenaki Bike Trail & NH DES site visit**

**Mr. Pineo:** Met with Chris Dow – wants permission to leave the bridge in place; it's blocked off; cannot be accessed. Technically bike trails closed for season. He knows bridge needs to come down. Has flagged out plan going forward. Want to build a bridge structure across and over some wet areas. Asked Dow if they had conversation with environmental engineer who is part of the Wolfeboro Singletrack Alliance and said he would do that and get information. Down then started asking about additional trails they want to build at that location. Told him they need to deliver to

BoS what the complete vision is for additional trails. This was the first time I'd heard about additional trails. Dow said they can do a master plan. Wants to meet with board early in January. Told him no indication what BoS would do about removal of bridge. If town has to remove bridge, they would do so by bundling lumber and put it to the side. If bridge across wet area was approved they could potentially use that wood.

Mr. Deshaies has information on spray fields.

**Mr. Deshaies:**

- Reopen section of spray fields we shut down to the way it was before this happened.
- Need mapping first and kiosks for public in place as per NHDES.
- Need staff or outside higher to flag everything 100-feet away to see what other trails – if any – are encroaching on spray fields. NHDES said we need to do that. virologist said every virus through wastewater comes out in spray fields. Treatment system does not kill viruses.

Says bridge should be removed first. I think it's a conflict of interest to have somebody who's part of the WSTA look at the wet/wetlands area do any environmental study/work; an external person should be approved by BoS to do the flagging or environmental work. That's my opinion. We need to have all this done before we look at any additional trail plans. We keep kicking the can down the road: we asked for maps – there's no maps, kiosks, signs -not till spring; no measurements; bridge is still there. Let's put all this to bed before we go forward with new trails plans and other things.

**Mrs. Murray:** I agree; was there with Brian – NHDES concerned about health risks;

"There is a public health risk to walkers and bikers encountering the spray; particularly on windy days." It's not a wooded area; they can come in contact with it.

I want the map; been talked about for a long time. I do not want to look at any more trails until we have the trails marked; in place and I'd like a timeline on the map – and by who; are we to do it? The singletrack? Thought there'd be a group to work on the map. We need to identify the trails; cross country ski trails that need to be marked and closed off to bikers. We as BoS in the spring should tour the area and look at how much we're using this.

As for the bridge – we voted to remove the bridge – it should be removed.

Spray fields: when they were going to finish the trail near the ski slopes, this board voted to close down those sections – those two lines of the spray fields. I'd be hesitant to open them back up.

**Mr. Deshaies:** Don't know if was unanimous.

**Mrs. Murray:** We can disagree on that. We do need to get control on what's going on up there.

**Mr. Deshaies:** How do we say no to the next group that asks to shut down two more lines for us?

**Mr. Freudenberg:** We voted on it. If we get all we need: bridge removed; maps, signage, kiosks; then potentially no more trails; would you want more trails?

**Mr. Deshaies:** Concerned about safety and health of people up there and any group we work with like the cross country ski organization –they dot l's, cross t's; they follow through on what and when they're going to do something; they ask for approval before they do the work. We need all organizations to do the same thing; Everyone in town can participate in recreation and developing in an equal fashion.

**Mr. Harriman:** Agree with most said here. Need signage – 100-foot buffer; voted to have bridge removed – needs to get done; not allow any more trails/construction until all this and map done. Before anymore expansion of trails allowed.

**Mr. Deshaies:** When we start accepting donations, we need to have a concrete accounting of donations, maybe in an escrow account. We know donations for this bike trails project was not in the bank; it was given to them as they performed the work. That's a slippery slope. If the donor for the project decides to stop the funding for any reason, then we have the warrant article that was accepted that does not really exist.

**Mrs. Murray:** That was a petition warrant article.

**Mr. Deshaies:** I understand. Donations and monies should be real.

**Mr. Harriman:** Refers to NHDES letter- signage, buffer.

**Mr. Pineo:** I will work on the mapping and will have the bridge removed. Will ask about the kiosk. Signage – this board agreed to install signage by April 2024. They can order the signs.

**Mr. Deshaies:** These donations end up being more work for our town manager and more money that we don't see in the beginning from our pockets. Now we'll have to pay for mapping, kiosks, measure 100-feet from spray lines – it's our town staff. Donation comes with liabilities.

**Mrs. Murray:** All recreation assets cost something in terms of parks and recreation. Some of that is services we provide for the community. Should we be more careful? Yes. We are lucky to have the donations because people are willing to give. I don't want to have too many restrictions; it becomes difficult for people to give.

**Mr. Deshaies:** Would like to see singletrack alliance come up with fair share for the mapping, kiosks and other things. It's supporting their trails.

**Mr. Pineo:** You were in the negotiations on the license agreement. We're all at fault.

**Mr. Harriman:** We have an idea how we want to move forward. See where it takes us.

K. Discussion: **First look at Temporary Event Permit update**

**Mr. Pineo:** Amy's been working with department heads to update; no action required now. We'll continue to work on it and potentially move forward on it the first of the year. BoS has notes.

**Mrs. Murray:** I have some changes; should they go to Amy?

**Mr. Pineo:** Yes.

**Mr. Deshaies:** This says temporary OUTDOOR permit; what if it's a temporary INDOOR permit?

**Mrs. Murray:** Only if it's outdoor; Last Night Wolfeboro needed a temporary even permit because of the escape room and skating – outdoor events. If events were all indoors, we would not need to.

**Mr. Harriman:** Get your recommendations on this to Amy.

L. Approval: **2024 Town Holiday dates**

**Mr. Pineo:** December 31, 2024 – because of Last Night activities – town hall offices will close at noon.

**Mrs. Murray:** They've done that before.

**Mr. Pineo:** That's the only update.

**Mrs. Murray:** These are all in sync with union contracts.

**Mr. Pineo:** A few contracts that stipulate the actual holiday based on 24/7 operations. – yes, it's defined.

**MOTION by Mrs. Murray to approve the 2024 holiday calendar. Second, Mr. Senecal. Approved 5-0.**

6. **Other Business no other business**

7. **Committee Reports**

**Mr. Deshaies:** Two budget committee meetings; special board meeting; meeting with gentleman for slate roof repair/town hall.

**Mr. Freudenberg:** no reports.

**Mrs. Murray:** budget committee meetings; two Last Night Wolfeboro meetings; Wolfeboro Water meetings.

**Mr. Harriman:** long Planning Board meeting; Wolfeboro Waters meeting.

**Mr. Senecal:** Friends of Abenaki meeting

8. **Town Manager's Report**

**Mr. Pineo:** Had budget meetings; meetings with department head regarding 2023 budget freezes. Numerous calls with legal and NHDRA. Received two bids for Mast Landing project. Two bids vastly different. Awarding bid with contractor – who is a BoS member.

**Mrs. Murray:** People asking about Mast Landing/Lake Wentworth drawdown.

**Mr. Randall:** Materials ordered ; Mast Landing project started; Dam will be shut down by end of next week or beginning of the next week; updated Julie Brown know- [Wentworth Watershed Association]. Construction schedule will do deep stuff and work their way back. And we'll start filling Wentworth back up. Timeline cutting it close.

**Mrs. Murray:** People really concerned.

**Mr. Deshaies:** OTHER BUSINESS? Got an email from Mr. Rodriguez (slate roof contractor)- says will get back to town very soon.

#### 9. Questions from the Press (no one online)

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

**Suzanne Ryan:** Expresses concern about 15 Willow Street condo project off Bridge Falls Path; requests research on Willow Street and ownership. Concerned about length of Willow Street purchased by town and should be protected. BoS should have full plans on the project; wetlands there; small lot and limited as to what can be developed. There are water runoff concerns; project should be taken seriously. Project will change the complexion of the area.

**Mrs. Murray:** town bought Willow Street from state.

**Mrs. Ryan:** There's an old book about town roads; .060 miles long; 316.8 feet long. Do not know about accuracy. We should protect the land around there.

Nov. 23 letter to editor- not complimentary about the board and town manager; was round on you all. Asks board if they want to clarify anything. Letter was about the budget. The budget referred to was just the initial budget. Refers to July 19 BoS minutes referring to budget numbers. Town manager said goal was to increase budget not more than just under 10%. Ambulance lease issue created to problem. Without the ambulance issue, would we have been OK.

Mr. Pineo- would you like to respond?

**Mr. Pineo:** You are correct – I had a goal to bring this budget in. We laid out guidelines in July 19<sup>th</sup> meeting., Identified a series of items –

- increase in debt service estimated at \$650,000
- Two agreed bargaining agreements \$104,000
- Healthcare increases estimated \$304,000
- Fire truck lease payment \$184,000
- Reevaluation estimated at \$200,000

That brought us to \$1.4 million before hit the goal button. Budget goal was to keep the increase under 10%. Then in the budget and working with department heads we were hit with an ambulance service increase of \$474,000. That ate up the balance of where I wanted to be. Then – tipping fees/solid waste – increase of \$184,000 – it is no one's fault. It's the cost of operating the facility.

The actual increase in health insurance was \$75,000 over what we anticipated and increase in executive budget of \$75,000; part for treatments and request from Wolfeboro Community TV in there. Items added up – and department heads brought what they could for cuts. I made significant cuts. I think the department heads would tell you they got haircuts in their budget review with me. They came in front of this board and it happened here again. If you're watching the budget committee hearings, they're having a hard time finding places to make cuts based on the conversations that we're having. One other option: If we're not satisfied with the budget – vote it down. We don't want to see that happen. But it sends the message. I think once we get the default budget built, there will be a lot of questions that we have to get answers legally: Does is the increase in ambulance service part of the default budget? We're still working on the contract. Is the reevaluation part of the default budget. We need these questions answered; we'll have the answers; this is the time we put that together.

I read the letter. The gentleman is entitled to his opinion. Yes, there are some things in here that maybe I should have had a better handle on. Such as, we hired an additional firefighter last year; we're hiring another one this year. By the time you round that up, that's \$100,000. That was not in my proposed budget. You know what? I have some ownership in this as well. At the end of the day, ask

any these board members; I think they thought there was a lot more fat in that budget that there really is. I think the budget committee is having a hard time finding where that fat is.

**Mr. Deshaies:** We're still cutting money from warrant articles; even tonight. We've put a lot more thought into the warrant articles; we're looking at nickels and dimes.

**Mr. Pineo:** Not sure I answered your question Suzanne, but that's my take on your statement.

**Mrs. Ryan:** You did – and thank you.

**Mr. Harriman:** Any other public comment? Seeing none, a motion to adjourn into non-public.

11. Non-Public Session RSA 91-A

**MOTION by Mr. Senecal to adjourn into non-public session at 9:39 p.m. Second, Mrs. Murray. Approved 5-0.**

**MOTION by Mr. Senecal to seal the minutes of the non-public session. Second, Mr. Harriman. Approved 5-0.**

**MOTION by Mr. Senecal to adjourn the non-public session at 9:59 p.m. Second, Mr. Freudenberg. Approved 5-0.**

|                     |                   |                 |
|---------------------|-------------------|-----------------|
| Next Meeting dates: | December 20, 2023 | Regular Meeting |
|                     | January 3, 2024   | Regular Meeting |
|                     | Bond Hearing      |                 |

Submitted by:

  
Brenda Jorett

