

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Unapproved  
June 5, 2019

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

**Members absent:** Chairman Dave Senecal

**Staff present:** Acting Town Manager Jim Pineo, Police Chief Dean Rondeau, Public Works Director Dave Ford, Planning Director Matt Sullivan, Libby Museum Director Alana Albee, Parks and Recreation Director Christine Collins and Recording Secretary Michele Chamberlain

Vice Chairman Harriman opened the meeting at 5:30 PM.

**Non-Public Session RSA 91-A:3, II (B)**

**Paul O'Brien moved Dave Bowers seconded to go into non-public session under RSA 91-A:3 ii (b) hiring Brad Harriman-yes, Linda Murray-yes, Dave Bowers-yes and Paul O'Brien-yes. The motion passed.**

The Board entered non-public session at 5:30pm.

The Board re-entered public session at 6:08.

Vice Chairman Harriman reconvened the meeting at 6:30 PM.

Vice Chairman Harriman stated Ms. Murray will give an update on the Town Manager Hiring Process.

Ms. Murray read the following statement:

Town Manager's Search – Review

As of February 22, 2019 the Wolfeboro Town Manager's position became vacant. The Board decided to do the search instead of hiring a search firm.

Beginning the week of March 18, the Town Manager's position was advertised in the Union leader, Concord Monitor, Granite State News, Town's website, Town's Facebook pages, LinkedIn, NH Municipal Association website and the ICMA website. The Board received 34 applications –NH 19, ME 1, MA 2, Out of state 10 and out of country 2- there were 8 from Wolfeboro. On April 17, the Board cut the candidate pool down to 16. The 16 applicants were sent 5 essay questions which dealt with leadership, management, and communication styles, keeping Wolfeboro's charm as a resort town while moving the Town forward with technology and budget related issues.

The interview process included three panels. Two panels were made up of 2 staff members and 4 community members and the third panel included 3 selectmen who were not overseeing one of the community/staff panels.

The interview panelists were:

Bob Tougher, Robert Brennan, Tim Cronin, Gregg Roark, Jr., Carrie Duran, Corinne Ferguson, Stan Soby, Mary DeVries, Rod Dempsey, Terry Tarvares, Barry Muccio and Christine Collins.

For a good reason, one of candidates could not make the May 15 interview so the candidate was interviewed by the interview panelists and the Board of Selectmen on May 21.

Based on the panelist recommendations and each BOS member's choices, the Board brought back 3 highly qualified candidates for a second interview. The second interviews took place on May 21 and 22.

After the second interviews, the Board discussed each candidate's ranking from each interview panel, and each Board member's pros and cons from the first and second interviews.

On Thursday May 23 the Board presented James Pineo, Wolfeboro's Fire Chief and Acting Town Manager with a conditional offer of Employment to become Wolfeboro's next Town Manager and he signed the conditional offer.

The Board of Selectmen is pleased to announce that James S. Pineo has been hired as the Wolfeboro Town Manager. Jim has a B.S. in Applied Studies –Public Service Management and a Master degree in Leadership from Granite State College. Before coming to Wolfeboro he was a captain/AEMT in the Littleton Fire Department. He is a staff instructor for the NH State Department of Safety, Bureau of FST & EMS. He was hired as the Town of Wolfeboro Fire Chief and Emergency Management Director in 2016. In December of 2018 the Board asked Jim if he would become the Town's Acting Town Manager until the Board could hire a new Town Manager.

Mr. Pineo will serve as Wolfeboro Fire Chief and Town Manager until such time as a new Fire Chief can be hired.

Mr. Bowers stated this has been a very intense process and the Board was very conscience of public input. The ultimate choice was based on the citizens and Board's decisions. Mr. Bowers felt it was the best choice. He congratulated Ms. Murray for all her hard work.

Vice Chairman Harriman asked the public or press if they had any questions about the process that was just explained.

Elissa Pauquette, Granite State News, addressed the Board. She congratulated Mr. Pineo. She questioned the timeframe.

Mr. Pineo stated if everything goes well he hopes to have a new Fire Chief in place by the end of October so he can be onboard for the budget process.

Ms. Pauquette stated so you are anticipating having someone by the last week in October.

Mr. Pineo stated yes.

Vice Chairman Harriman congratulated Mr. Pineo and welcomed him on board.

Mr. Pineo stated he was looking forward to rolling up his sleeves and working with the staff.

### **Non-Public Session RSA 91-A:3, II (B)**

Mr. Pineo stated a non-public session is needed for the purpose of hiring.

### **Consideration of Minutes**

Vice Chairman Harriman asked for approval from the Board of the May 21, 2019 Special Meeting Minutes.

**It was moved by Paul O'Brien and seconded by Brad Harriman to accept the minutes of May 21, 2019 as written. Members voted and being none opposed, the motion passed.**

Vice Chairman Harriman asked for approval from the Board of the May 22, 2019 Regular Meeting Minutes.

**It was moved by Linda Murray and seconded by Paul O'Brien to accept the minutes of May 22, 2019 as amended. Dave Bowers abstained. Members voted and being none opposed, the motion passed.**

### **Public Hearings**

#### **A. Temporary Event Permits**

- i. **NH Lakes Region Pickleball Club to host a Pickleball Tournament at the Foss Field Tennis courts at Foss Field on September 7th and 8th, 2019 from 8:00 AM to 5:00 PM. Permit #1938**

Vice Chairman Harriman opened the public hearing.

John Fernall, Representative of the NH Lakes Region Pickleball Club, addressed the Board. We had hosted four annual tournaments in Wolfeboro. Last year we had a very successful tournament and there were over 100 players and 65 teams. We would like to continue and we feel it brings a benefit to the Town in revenues. People come from all over the country to attend these events. We would like to continue and possibly expand if we have the facilities.

Vice Chairman Harriman closed the public hearing.

Ms. Murray stated an insurance policy is needed.

Mr. Fernall stated last year we provided one from Avery Insurance.

Ms. Murray stated the weekend of the September 17<sup>th</sup> and 18<sup>th</sup> there will also be a water ski tournament so we may have some issues with parking. She suggested having the Pickleball Club send out maps for parking.

Mr. Fernall stated they could distribute maps out online and explain about other parking options. Hopefully we will be able to get people to car pool as well.

A member of the audience stated the event is September 7<sup>th</sup> and 8<sup>th</sup>.

Ms. Murray stated we need to give the people many options for where they can park. Back Bay Water Skiers also have an event for that weekend.

Mr. Fernall stated we have a responsibility to keep the situation controllable.

Ms. Murray stated we just want to keep everyone happy.

**It was moved by Dave Bowers and seconded by Linda Murray to approve a Temporary Event Permit for NH Lakes Region Pickleball Club to host a Pickleball Tournament at the Foss Field Tennis courts at Foss Field on September 7th and 8th, 2019 from 8:00 AM to 5:00 PM. Permit #1938. Members voted and being none opposed, the motion passed.**

- ii. **Wolfeboro Fire Rescue and Police Department to co-host the Annual Public Safety Building Open House on Saturday, June 29, 2019 from 12:00 PM to 2:00 PM (10:00 AM-3:00 PM for set up/clean up) at 251 South Main Street. Permit #1940**

Vice Chairman Harriman opened the public hearing.

Chief Rondeau addressed the Board. This event is the same as it has been every year. There will be police and arson dogs, fire and police apparatus and plenty of free food.

Vice Chairman Harriman closed the public hearing.

Ms. Murray stated she brings her grandchildren every year and they enjoy it tremendously.

**It was moved by Paul O'Brien and seconded by Linda Murray to approve a Temporary Event Permit for Wolfeboro Fire Rescue and Police Department to co-host the Annual Public Safety Building Open House on Saturday, June 29, 2019 from 12:00 PM to 2:00 PM (10:00 AM - 3:00 PM for set up/clean up) at 251 South Main Street. Permit #1940. Members voted and being none opposed, the motion passed.**

- iii. **Hospital and Community Aid Association, Inc. to hold Spring Fundraising Yard Sale at 65 Pine Hill Road from 10:00 AM to 2:00 PM on the following dates; May 31-June 1, 2019, June 7-8, 2019, June 14-15, 2019, and June 21-22, 2019. Permit #1941**

Vice Chairman Harriman opened the public hearing.

Jane Wass, Representative of the Hospital and Community Aid Association, addressed the Board. She stated we are having our annual spring fundraiser. We are all volunteers. We benefit Huggins Hospital as well as Back Bay Rehabilitation. The items donated will be used to purchase equipment for patient care for Huggins Hospital, Back Bay Rehab and the community. All medical equipment is free to anyone from any state.

Vice Chairman Harriman closed the public hearing.

Ms. Murray stated on the application it asks that they please ensure compliance with the NH State Fire Code and contact Fire/Rescue with any questions.

Ms. Wass stated yes. They just received 2 carriages and sleighs donated from the 1970's and they are completely restored. One item is valued at \$5,000.00 and the other is valued at \$4,000.00.

**It was moved by Linda Murray and seconded by Paul O'Brien to approve a Temporary Event Permit for the Hospital and Community Aid Association, Inc. to hold Spring Fundraising Yard Sale at 65 Pine Hill Road from 10:00 AM to 2:00 PM on the following dates; May 31-June 1, 2019, June 7-8, 2019, June 14-15, 2019, and June 21-22, 2019. Permit #1941. Members voted and being none opposed, the motion passed.**

Mr. O'Brien held up the pictures so they could be viewed.

- iv. Veterans Count (Easter Seals NH) to host a non-profit fundraising event (5K run) at 399 Center Street on August 10, 2019 from 6:00 AM to 11:00 AM. Permit #1942**

Vice Chairman Harriman opened the public hearing.

Chief Rondeau, Representative of the Veterans Count, addressed the Board. This is an annual event that sponsors veterans throughout the State of New Hampshire. There are two courses, runners and walkers. After the event participants are encouraged to take a swim at Albee Beach. There is a map outlining the event and we have included our insurance certificate.

Vice Chairman Harriman closed the public hearing.

Ms. Murray stated the application states that they may be required to have a sign permit. She suggested checking with the Code Officer if they would be putting up signs.

Chief Rondeau stated okay.

**It was moved by Brad Harriman and seconded by Paul O'Brien to approve a Temporary Event Permit for Veterans Count (Easter Seals NH) to host a non-profit fundraising event (5K run) at 399 Center Street on August 10, 2019 from 6:00 AM to 11:00 AM. Permit #1942. Members voted and being none opposed, the motion passed.**

- v. **Dow Realty Group and the Wolfeboro Nursery School to host the 1K Endurance Challenge at 136 Main Street Wolfeboro NH on June 22, 2019 from 2:00 PM to 4:00 PM. Permit #1943**

Vice Chairman Harriman opened the public hearing.

Ali Hutchins, Director of the Wolfeboro Nursery School, addressed the Board. This is a community walk raising money for the Wolfeboro Nursery School to offer tuition assistance. This is a family event and we will be walking from the Keller William's office to Nolan's Bistro. There will be a raffle and we will be supporting local businesses by offering small gift certificates to local restaurants and gift shops.

Vice Chairman Harriman closed the public hearing.

Ms. Murray stated if any signs are put out then it may require a sign permit.

**It was moved by Paul O'Brien and seconded by Linda Murray to approve a Temporary Event Permit for Dow Realty Group and the Wolfeboro Nursery School to host the 1K Endurance Challenge at 136 Main Street Wolfeboro NH on June 22, 2019 from 2:00 PM to 4:00 PM. Permit #1943. Members voted and being none opposed, the motion passed.**

### **Bulk Vote**

#### **A. Weekly Manifests**

- i. **May 24, 2019**
- ii. **May 31, 2019**

#### **B. Current Use Application**

- i. Diamond Family Rvcbl Trust Tax Map 82-6

#### **C. Abatements**

##### **Approvals:**

- |      |                       |         |                |
|------|-----------------------|---------|----------------|
| i.   | 435 Beach Pond Rd     | 2018#23 | Tax Map 82-6   |
| ii.  | 12 Camp School Rd     | 2018#28 | Tax Map 245-25 |
| iii. | 115 Springfield Pt Rd | 2018#9  | Tax Map 259-33 |
| iv.  | 69 Fernald Crossing   | 2018#19 | Tax Map 149-17 |
| v.   | 216 Springfield Pt Rd | 2018#14 | Tax Map 259-14 |
| vi.  | Gov. Wentworth Hwy    | 2018#22 | Tax Map 150-32 |

#### **D. Intent to Cut Wood or Timber**

- |      |                    |                     |
|------|--------------------|---------------------|
| i.   | North Wakefield Rd | Tax Map 90-1        |
| ii.  | Tibbetts Rd        | Tax Map 69-2        |
| iii. | Waumbeck Rd        | Tax Map 159-21 & 22 |
| iv.  | North Line Rd      | Tax Map 150-22      |

**E. Warrants** \$ 1,477.63  
\$ 2,360.14

#### **F. Raffle Permit- Hospice House Tour**

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

#### **Board Appointments**

- i. Wolfeboro Economic Development Committee Alternate Member - Alana Albee

**It was moved by Linda Murray and seconded by Dave Bowers to appoint Alana Albee as an alternate member of the Wolfeboro Economic Development Committee for a term expiring on Voting Day in March of 2021. Members voted and being none opposed, the motion passed.**

- ii. Wolfeboro Heritage Commission Member - Maggie Stier

**It was moved by Linda Murray and seconded by Dave Bowers to appoint Maggie Stier as a member of the Wolfeboro Heritage Commission for a term expiring on Voting Day in March of 2022. Members voted and being none opposed, the motion passed.**

- iii. Wolfeboro Heritage Commission Member - Suzanne Ryan

**It was moved by Dave Bowers and seconded by Linda Murray to appoint Suzanne Ryan as a member of the Wolfeboro Heritage Commission for a term expiring on Voting Day in March of 2022. Members voted and being none opposed, the motion passed.**

- iv. Wolfeboro Heritage Commission Member - Cindy Melanson

**It was moved by Linda Murray and seconded by Brad Harriman to appoint Cindy Melanson as a member of the Wolfeboro Heritage Commission for a term expiring on Voting Day in March of 2022. Members voted and being none opposed, the motion passed.**

- v. Wolfeboro Library Board of Trustees Alternate Member - Deborah Long Smith



Vice Chairman Harriman stated this was approved at a previous meeting but the date was incorrect on the expiration. The term expires on July 31, 2019.

**It was moved by Linda Murray and seconded by Paul O'Brien to appoint Deborah Long Smith as an alternate member of the Wolfeboro Library Board of Trustees for a term expiring in July 31, 2019. Members voted and being none opposed, the motion passed.**

## **New Business**

### **A. Commercial Vessel Landing Permit – The Dive**

The Dive was not present.

Ms. Murray stated the Board asked for a calendar of the times they were going to come in. She requested that they deny the permit.

Mr. Pineo agreed. We have reached out numerous times with limited responses.

Mr. O'Brien agreed. We asked for times from them on when they would like the opportunity to land. There was a concern raised by the Wolfeboro Inn so we were going to build a calendar around everyone's schedules. Wolfeboro Inn has provided their calendar and the Dive has not. He agreed to deny the request for a permit.

Mr. Harriman agreed. They were supposed to provide the Board with a calendar.

**It was moved by Linda Murray and seconded by Brad Harriman to deny a commercial vessel landing permit to the Dive. Members voted and being none opposed, the motion passed.**

### **B. Libby Museum LCHIP Grant Application**

Mr. Pineo stated there is a Selectmen's Brief in their packets from the Director of the Libby Museum. (See attached sheet) Ms. Albee is trying to get an LCHIP Grant to offset construction costs.

Alana Albee, Director of the Libby Museum, addressed the Board. She updated the Board on the Libby Museum by reading the Selectmen's Brief and asked for their endorsement of the LCHIP Grant application for the restoration of the Libby Museum.

Vice Chairman Harriman stated this is a great opportunity for the Town to receive funding from LCHIP. He felt they should move forward with this opportunity. He supported this 100%.

Ms. Murray agreed. She stated she supports it 100%. It is a wonderful museum and we need to do everything to keep the displays and the building.

Mr. O'Brien agreed. The restoration is long overdue and he is supportive of it.

Mr. Bowers agreed. He is a big fan of the Libby Museum.



Mr. O'Brien stated this will go before the taxpayers. They will ask the cost obligations. It is really important to have a lot of clarity because he felt the budgets will be getting a lot of scrutiny this year. It is great opportunity but makes sure revenues, costs and donations are included.

Mr. Harriman stated the museum is 107 years old and things age and start to deteriorate. We need to think about preserving the museum for the Town.

Ms. Murray stated if we are able to get a grant for \$350,000.00 it will be a huge help for the taxpayers.

Ms. Albee stated the top amount is ½ million dollars but it is a stretch. We are already on the national registry and Maggie Stier is advising us on our application. Ms. Stier used to be part of the organization.

Mr. O'Brien thanked Ms. Albee for her efforts to get the LCHIP Grant.

**It was moved by Dave Bowers and seconded by Brad Harriman that the Board of Selectmen offers their support for the application for the LCHIP Grant for the restoration of the Libby Museum. Members voted and being none opposed, the motion passed.**

### **C. 2020 Capital Improvement Program**

Matt Sullivan, Planning Director, addressed the Board. He stated this is an annual process that we go through to review the Board of Selectmen's goals for the 10 year CIP plan. Mr. Sullivan read the following:

The 2019-2028 Goals:

1. To have all departments spread their projects over 10 years, and where asset management plans are available, to base project requests on them.
2. New capital project submissions should, whenever possible, be programmed into the 'out' years of the CIP.
3. To continue to try to phase large projects into smaller, more digestible pieces and give consideration of natural division points in a project and cost differences between a phased and un-phased projects.
4. To encourage the use of capital reserve accounts as a method to spread the cost of a project over a number of years.
5. To look at developing smaller projects into yearly appropriations instead of every other year, e.g. sidewalk projects.
6. To propose no more than one major building project per year.
7. To plan departmental projects based on the assumption that the Public Safety Building project is scheduled in 2022.
8. To maintain focus on achieving and keeping ADA compliance at all Town facilities.
9. To maintain funding for Town road infrastructure upgrades.
10. To focus on building maintenance and repairs of Town facilities based on asset management plans whenever possible.
11. To base the Wolfeboro Bay Dock repairs and upgrades on the Tighe & Bond asset management plan.

12. To base Wolfeboro Bay Dock expansion on the Town Docks Committee's expansion design.
13. To consider the future re-use of the electric generation building on Lehner Street.
14. To evaluate the need for a new community center.

Mr. Sullivan suggested including some adjustments to the goals. They are as follows:

We would like to prioritize projects that can clearly show a payback, decrease or stabilization of long term operation costs. Projects that can show this may be moved up on the list.

The Town and Department Heads have done well in the past with shared funding sources whether it be funding in non-profits or grants. Projects could be prioritized that use a variety of funding sources. When grant funds become available these projects become much more feasible for the community to execute.

Water Resources are a priority. (Drinking Water/Storm Water)

The Energy Committee suggests that projects that decrease energy should be prioritized.

Mr. Sullivan suggested an amendment to #9. It is important to note that Public Works Director, Dave Ford has finished the RSMS and the road upgrades should be based on that management plan.

The CIP suggested having some improvements to the administrative side which will be handled internally.

Mr. Sullivan stated he hopes to make adjustments to the CIP goals and have them ready for discussion at their June 19<sup>th</sup> meeting.

Mr. Bowers suggested having the information put on the website since it probably is too long for the newspapers.

Mr. Sullivan stated there is a vacancy on our CIP Committee so if anyone is interested in the process they could certainly join the committee in prioritizing the list. If members of the public have any concerns they should submit the information to the Board of Selectmen or himself.

Ms. Murray stated the goal about energy should be that they need to look at decreasing energy. When we talk about the roads they should be based on the RSMS document but it should be phased in. The Department Heads should fill out the full request forms including having the Town Manager's signature.

Mr. O'Brien agreed with Ms. Murray about energy. We need to look across our Town about energy and make investments and get some returns on those investments. We need a systems and technology view in our Town. It will cost us some capital. We have some systems and technology issues that we need to address so he felt a goal in the CIP plan about it would be important. There are a lot of projects that the department heads are working on and it is important for the finance operation to tell us or help us think through the debt carrying capacity of this Town. It is important for us to know so we can set some boundaries.

Ms. Murray stated once the amount of the debt carrying capacity is set it is the job of the Town Manager and the Department Heads to take care of deciding which projects can move forward.

Mr. O'Brien agreed.

Mr. Bowers stated the Road Budget has been a problem for the last several years. It seems to be a focal point for anyone who does not want tax increase. On the other side, it is something that he gets several requests from people asking him to improve their roads. He felt the road budget should be increased to 1.2 million because costs have increased but the allotment has not increased.

Mr. Harriman suggested including Storm water Management. The Lake is what makes our Town so we really need to take care of the Lake. We need to think about what is affecting the lake and how we can preserve it.

Mr. Sullivan stated he would make the changes and then they can discuss them at the next meeting on June 19<sup>th</sup>.

Ms. Murray asked that they be sent out earlier so the Board could review the changes first and be ready to discuss them at the next meeting, June 19<sup>th</sup>.

Mr. Sullivan stated he could have the information to them by the end of the week. He questioned if the Board thought any of the goals did not fix any more.

Mr. O'Brien stated goal # 7 is very prescriptive.

Mr. Sullivan stated the guidelines should be as objective as possible so all projects can be considered. He agreed goal #7 seems a bit out of place since it gives a specific year for the project.

Ms. Murray stated it is an earmark on where we are heading for that building. It can move from year to year but as department heads are looking for where they are going to put their projects they need to know that is where it is with the CIP. It is used as a timeframe because it is a huge project that will have a big impact. She felt it should remain.

Mr. Harriman agreed. This is a living document so things can change from year to year. The Public Safety Building will be one of the largest projects that we have had to fund so we will need to work around that project so it is good idea to keep it.

Mr. O'Brien stated okay but we need to know our debt carrying capacity. It may be illuminating.

Mr. Sullivan suggested putting in a goal about having a healthy debt ratio service. We can review at the next meeting.

Mr. O'Brien stated the good news is that the Treasurer attended a conference on this and came back with information from the Moody's Ratio Service (assessments of municipals across the United States. The debt service can be either a function of your general fund (percentage of general fund) or it can be based on your assessed value of your Town. We need to look at this and understand if we are close, over or under that number. It would be a good place to start.

Mr. Sullivan stated that is a conversion for the new Town Manager and new Finance Director to have.

Ms. Murray stated we have to balance the figure with the need and safety and that the building has some major codes. We have a lot of work to do besides the debt service.

Mr. Sullivan stated he will email the Board the changes so they can discuss at the next meeting.

#### **D. Petition to pave a section of Beach Pond Road**

Mr. Pineo stated they received a petition to pave a section of Beach Pond Road.

Dave Ford, Public Works Director, addressed the Board. He stated eight or nine property owners have sent letters to the Board of Selectmen requesting that a section of Beach Pond Road be paved. He did receive some phone calls asking that it not be paved so he suggested before they move forward to take a consensus of what most people want.

Mr. O'Brien questioned if it was possible in the budget, financial or physical capacity for this year.

Mr. Ford stated no. The Public Works Department has no plans for paving gravel roads in the near future. Beach Pond road is a highly traveled road and does require extra effort to maintain the gravel surface. During the past couple of years we have had trouble maintaining a good travel surface. This year we are planning on improving sections of drainage and adding gravel. However, to pave these gravel sections would be a major undertaking. He suggested this request be put on hold until the BOS has time to discuss all road issues with the Public Works Department and they review the Master Plan Goals before any long term and costly decisions are made.

Ms. Murray suggested getting together to discuss what drainage work is going to be done up their so everyone knows. We need to see what we can do to the gravel road first before we think of paving it.

Mr. O'Brien questioned if Mr. Pineo was okay.

Mr. Pineo stated he was fine with it.

#### **E. NHDOT Crosswalk/rumble strip**

Dave Ford, Public Works Director, addressed the Board. He stated there was a hearing held last week in Alton.

Ms. Murray stated she and Mr. Pineo attended the hearing. On May 29<sup>th</sup> the Alton Selectmen had invited NHDOT to a meeting to talk about the rumble strips going up Route 28 because they are in the process of doing a paving project. The citizens in Alton complained about the noise and how the rumble strips disrupted their lives, sleep and how some of the real estate was unable to sell. There were 2 State Senators and 2 Representatives that spoke against the rumble strips. She felt NHDOT listened to the people and responded that they had a new rumble strip called mumble strip. The mumble strip is not as deep. It is spread over a longer distance. It is wavy and makes less noise. NHDOT did not tell us where the new mumble strips would be installed. They stated they

do not put rumble strips on a new road that is less than 28 feet and has a speed limit of 40 MPH or greater. The Alton citizens stated they did not want rumble or mumble strips. There was no map so she could not tell for sure the area but it looked it might be by The Nick after Trotting Track Road. She would like to ask NHDOT to come to Wolfeboro to discuss the rumble strips and more importantly the two crosswalks in South Wolfeboro that they are going to eliminate.

Mr. Bowers stated in the Union Leader yesterday the lead editorial discussed rumble strips. The article suggested that they should go back to the drawing board and redesign/rethink rumble strips for New Hampshire towns. He stated he sent a number of emails about the crosswalks being eliminated in Wolfeboro. He feels that NHDOT needs to realize that we are a town with two commercial districts with two shopping centers, the Wright Museum and Dunkin Donuts within that space. It is a commercial district not a highway. Over the years NHDOT has suggested many improvements that they would like in Wolfeboro but they have been turned down.

Mr. Ford stated NHDOT works on a State level and National level and it is hard when they come to our little level with those set of standards. This is when we need to talk about content sensitive solutions. Rumble strips may be saving lives in other states but noise pollution here is very serious. NHDOT uses National Standards because all of their money comes from the Feds. The Feds force them to use National Standards. The Feds are paying for the pavement Downtown so they are saying we need to meet all the ADA standards. We need to have a discussion with NHDOT about a "Context Sensitive Solution" for Wolfeboro. It would be good if NHDOT agrees to come and talk to us instead of talking through emails. Our plan at this point is to stripe all the crosswalks back in.

Ms. Murray stated she really wants NHDOT to come here for a public hearing. She felt NHDOT listened to the people in Alton but she does not know what they will do to solve the problems.

Mr. Ford agreed that NHDOT should come and talk to them about the crosswalks and rumble strips as soon as possible.

Mr. O'Brien thanked John MacDonald for writing a letter to NHDOT. The letter was fact based and not emotional. He stated he felt Mr. Ford was asking that the Board of Selectmen invite NHDOT to Wolfeboro for a public hearing to talk about the rumble strips and crosswalks. He questioned Mr. Ford if that was correct.

Mr. Ford stated yes. He stated we might have to be a little disobedient and stand up to NHDOT and say here in Wolfeboro we want to do things differently. It sounds like they are encouraging jaywalking.

Ms. Murray agreed. She stated she sent an email out to John MacDonald, Jed Bradley and Edith DesMarais last week. John MacDonald and Jed Bradley both signed the letter to NHDOT. She thanked them both.

Mr. O'Brien thanked them both as well.

Paul O'Brien stated we should approve that the Town Manager write a letter to NHDOT to request that they to come to Wolfeboro to hold a public hearing to discuss two subjects (rumble strips and crosswalks). They can tell us their plans and we can share our plans.



Mr. Pineo stated NHDOT seemed very approachable about coming to Wolfeboro to hold a public hearing. He questioned the Board if the hearing would be on a regular meeting night or a stand-alone night.

The Board agreed to have the public hearing on a different night than a regular meeting.

Mr. O'Brien stated didn't the State of New Hampshire come up with the concept - "Context Sensitive Solutions". Isn't it their program?

Mr. Ford stated yes. They brought it to NHDOT but just because they sponsored it does not mean they believe it.

**It was moved by Paul O'Brien and seconded by Linda Murray to approve that the Town Manager write a letter to NHDOT to request that they to come to Wolfeboro to hold a public hearing to discuss two subjects (rumble strips and crosswalks). Members voted and being none opposed, the motion passed.**

#### **F. Bay Street Public Meeting**

Dave Ford, Public Works Director, addressed the Board. He stated they would like to have a public meeting to discuss Bay Street. The date is tentatively set for June 24<sup>th</sup> at 6:30 PM.

Mr. Ford stated Public Works and the Planning Department will use the "Context Sensitive Solutions" process to discuss the proposed sidewalk for Bay Street. We will invite all property owners, residents and stakeholders to this meeting. We will look to develop a problem statement with input from stakeholders that will: 1) summarize the problem and needs of the community and 2) show how this potential project can address these problems and needs.

Ms. Murray stated the public meeting will be for Monday, June 24<sup>th</sup> at 6:30 PM in the Great Hall.

Mr. Harriman and Mr. O'Brien agreed it was a good idea.

#### **G. 2019 Road Upgrades-Revised Plan**

Dave Ford, Public Works Director, addressed the Board. He stated we had a discussion last month and there was a little concern from one of the Selectmen so he wanted to revisit what happened and where we are now. Last year when we were planning the intent was to do a lot of work in-house to save money. We decided to bid out Pine Street due to the curb and drainage work because we were overloaded and behind on maintenance. The bid came in much higher than the budget. Mr. Ford recommends that the Town complete the work on Pine Street including the curb and sidewalk. When we first presented it we talked about the road work and sidewalk but the actual language of the warrant article it stated drainage and roadway. It did not include the sidewalk.

Mr. O'Brien stated Pine Street is our street. It is not a State street.

Mr. Ford stated correct.

Mr. O'Brien questioned if the scope of the work changed.

Mr. Ford stated it changed. He originally was going grind and pave it and then maybe replace some of it. The curb and sidewalk was going to be subbed out. When we decided to bid out the project it changed the scope. We are going to dig out 8 inches and put in 4 inches of gravel and 4 inches of pavement to get nice crown and drainage in addition to the drainage.

Mr. O'Brien questioned how far up Pine Street.

Mr. Ford stated to Crescent Lake Avenue. Hopefully next year we will connect the sidewalks.

Ms. Murray stated she does not have a problem with everything except the sidewalk. She looked at RSA 32:3 appropriate means to set apart from the public revenue of a municipality a certain sum for a specific purpose. This warrant article talks about roads and drainage system. There is nothing about sidewalks. She cannot support spending any money on sidewalks. She knows we said it at the Deliberative Session, we put it in the Voter's Guide and we received an oral opinion from the Town Attorney but she believes it is wrong. She disagrees with the attorney all the time and she cannot support spending any money on sidewalks because the person who did not see those walked into the voting booth. The person would have voted for this warrant article for supporting town roads and drainage systems. When we have done sidewalks in the past the warrant article has included the language for sidewalks in the article. She will vote against the sidewalks but she is fine with everything else.

Mr. O'Brien asked if the road was paved and then they had to go back and do the sidewalks what happens to the total cost compared to doing it once.

Mr. Ford stated it would be hard to do the project without the curbing and it will look funny without having the sidewalk there. The cost would escalate. It would be more but it would not be twice as much.

Mr. O'Brien stated there will be more work and would be at the expense of other projects getting done. He stated we put the information in the Voter's Guide and at the Deliberative Session. He supported doing everything now including the sidewalks.

Mr. Harriman stated the sidewalk and curbing does relate to the drainage system. If we put in new pavement and waited to do the sidewalk to the next year we would be removing some of the new pavement to do the sidewalks. Therefore, we would be ripping up something that we just spent money on the previous year. It would cost more to do it next year. He agreed to go along with Mr. Ford's recommendation to doing the whole project.

Ms. Murray stated she felt it is important that if we ask the voters to vote for something that it is what we do. This is not what we asked. She feels she has an obligation to the voter because the warrant article says curbs and drainage not sidewalks.

Mr. O'Brien asked Mr. Pineo to state the advice from the Town Attorney.

Mr. Pineo stated Mark Puffer felt that a sidewalk which is part of a municipally managed road is inherently part of that same right of way and that we are covered in that practice. Mr. Pineo and Mr. Ford agreed that going forward they will make sure to have the language "sidewalk" included



in the warrant articles if it is required. We did put the information in the slide and it did read curb and sidewalk which inherently means that we intended on doing that. We believe that we are in good grounds for doing the sidewalks. The other thing is we are going to have a beautiful street without a horrible sidewalk which would encourage people to walk on the roadway. He looks at this as a potential safety issue as well.

Vice Chairman stated a motion is needed.

**It was moved by Paul O'Brien and seconded by Brad Harriman to approve to proceed with the reconstruction of Pine Street with the municipally managed portion to include the road, curbs and sidewalk inside the 2019 budget under the Road Warrant Article #13. Roll call vote, Dave Bowers – yes, Linda Murray – no, Brad Harriman - yes and Paul O'Brien – yes. The motion passed with a 3-1 vote.**

#### **Other Business**

None

#### **Committee Reports**

Paul O'Brien stated he attended a Police Commissioner's Meeting. We held our first Communications Sub Group Meeting with the Cyanobacteria Committee yesterday. We have some great volunteers and new faces.

Brad Harriman attended a Planning Board Meeting and a Friend's of the Libby Museum Meeting last month. He attended all the various meetings for the Town Manager hiring process.

Linda Murray stated she attended the RIB Site Visit with Dave Ford, the Town Manager, the Tuftonboro Board of Selectmen and NHDOT. It was very informative and the members of Tuftonboro have a better understanding of what is happening there. She attended an Energy Committee Meeting. We are still waiting for the Net Metering Policy to come in and hope to meet after June 16<sup>th</sup>. She is working on the Assessing Sub Committee for the Cyanobacteria. We had a meeting and finalized the protocol. The protocol will go to the fall Cyanobacteria Committee next Monday with the hope that it will come to the Board of Selectmen on our June 19<sup>th</sup> meeting.

Dave Bowers stated he has been working on Wolfeboro's History to bring his records up to date for the past twenty five years.

#### **Town Manager's Report**

Mr. Pineo stated the following:

He attended the Public Hearing in Alton on the rumble strips.

He visited the RIB Site.

He attended an Energy Committee Meeting.

The Wolfeboro Area Children's Center is requesting to have a rain date of July 7th for the Fairyland Temporary Event Permit that was approved last week. We approved their request.

The First Congregational Church has asked for permission to set up a table on their front lawn to sell bottled water during the parade. We have authorized their request.

Ms. LaPointe wanted to advise everyone that tax's bills will be out by June 14<sup>th</sup>.

We hired a new Finance Director. His name is Troy Neff and he will be attending the next Board of Selectmen Meeting with a budget report. He seems to be fitting in well and he is making lists and checking things off.

Mr. Pineo questioned the Board if they wanted to meet on July 3<sup>rd</sup> or if they would like to change the meeting date to July 10<sup>th</sup>.

The Board agreed to change the date to July 10<sup>th</sup>.

He reminded the Board that he would be on vacation from June 17 to July 5<sup>th</sup> and Matt Sullivan would be filling the role of Acting Town Manager in his absence.

Mr. Bowers stated he had a meeting with Bill Dunlap, Executive Director of the New Hampshire Historical Society. We are planning on having a program this summer.

### **Questions from the Press**

None

### **Public Input**

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

Suzanne Ryan, Resident of Wolfeboro, addressed the Board. She stated she was very upset with the changing of the warrant article regarding the road and sidewalk. A warrant article is put up and posted to warn the people how much something will cost and what the cost is for. It is almost like the purpose has been changed. She understands that Mark Puffer stated it was legal to change it but she is talking about good faith. When it is explained at the Deliberative Session in good faith that is what people are voting yes on. She felt the Board was letting the people down by allowing this to be changed. She felt the warrant article should be reissued for next year and they should tell the people what they want to do. Then they could raise the money and complete it in 2019. It is very disappointing. It is very disappointing. She is very, very upset about it.

Joseph Haas, Resident of Gilmanton, addressed the Board. He stated since the tax bills are not coming out until June 14<sup>th</sup> there is extra time for them to contact the NH Municipal Association to try to get them to do the template. The Town of Salisbury told him they were going to do it but then they did not do it. He requested that Wolfeboro ask for the template and questioned if he needed to have a petition to move it along. He asked the number of signatures that would be required.

Vice Chairman Harriman stated 25 signatures are required for a petition.

Mr. Haas stated but that is to put something on the warrant. He questioned if a petition was needed. He stated he was an outside but thought maybe someone would like to do this. The abatements have all been approved. He spoke with Linda Ridings and she told him he could not look at the

files because they were closed under RSA 91:A. He felt this was wrong and asked that the Board talk to her and Mr. Haywood so these files could be opened to him. He would like one of the people to file an amendment to their abatement relating to the Tobin/Volinsky Information Session. He questioned who the representative from DRA was?

Vice Chairman Harriman stated he was not sure but he knows that DRA sets the tax rate.

Mr. Haas stated but you have the power to contest it if it is anything other than zero.

**It was moved by Linda Murray and seconded by Paul O'Brien to go back into non-public session under RSA 91-A:3 II (B) to discuss hiring. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman - yes and Paul O'Brien – yes. Being none opposed, the motion passed.**

The Board re-entered public session at 9:33 PM.

**Paul O'Brien moved the Wolfeboro Board of Selectmen to seal the minutes of the June 5, 2019 non-public meeting. Brad Harriman seconded. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman – yes and Paul O'Brien – yes. Being none opposed, the motion passed.**

**It was moved by Dave Bowers and seconded by Brad Harriman to adjourn at 9:34 PM. Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain



# LCHIP GRANT ROUND 18 (2019) SCHEDULE

**April 9**

Required Grant Workshop: Natural Resources workshop

**April 29**

Required Grant Workshop: Historic Resources workshop - Concord

**April 30**

Required Grant Workshop: Historic Resources workshop - Littleton

**May 1**

Grant Round Opens

**May 17**

Intent to Apply forms due

**June 28**

Applications due by Noon

**July - Sept**

Site Visits

**Early October**

Review Panels

**Mid November**

Board Award Selection

**Early December**

Awards Announcement

**Selectmens' Brief**  
From The Libby Museum

June 5, 2019

**Question to Selectmen for potential application to LCHIP (NH Land and Community Heritage Program- 2019):**

- *Does the municipality's governing body support the restoration of The Libby Museum? Has it received an official endorsement by elected municipal officials?*

**Background:**

The Libby opens for its 107<sup>th</sup> season on June 1, 2019. The Town has been its steward for 60+ years.

A March 2019 Warrant Article approved funding for the technical planning of the Museum's restoration/ temperature control and modest expansion. These funds are supplemented by a grant from Biber Foundation. The Biber support underpins the pending donation of 200+ North American mammals requiring temperature control.

An RFP was issued, bids received and Alba Architects has been contracted for the technical design to restore/expand the Libby Museum. Alba has previous LCHIP experience and will produce the LCHIP required "preservation assessment", technical drawings and economic estimates.

LCHIP is the largest source of public funding available from The State of NH for preservation of public buildings.

LCHIP mandatory workshop was attended by staff, and an "Intent to Apply" completed. Early indications is The Libby fits LCHIP criteria (and has the advantage of being nationally recognized as a Historic Place- in 1999).

LCHIP application deadline is June 28. LCHIP grant decisions are announced in Oct/Nov. If positive, substantial resources could supplement support from Biber, Friends of The Libby, funding campaign, and a 2020 Warrant.

Winter 2018/19 took a heavy toll on the Museum: falling plaster, extensive paint peeling (inside and out), increased floor flex, extensive moisture in antique cases, mildew and decay. This is despite new fans (2017/18).

The Libby Museum faces decay which may affect future opening.

KEENANS' AGREEMENT AND PLEDGE TO GIFT  
NORTH AMERICAN ANIMAL COLLECTION TO  
THE LIBBY MUSEUM

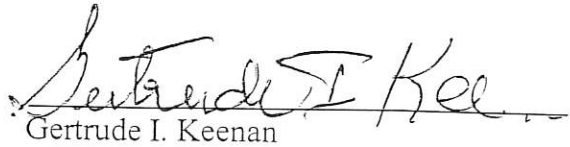
We, Lawrence T. Keenan and Gertrude I. Keenan, having a mailing address of 55 Upper Trask Mountain Road, Wolfeboro, New Hampshire 03894 (hereinafter referred to as the Keenan Family), hereby agree and pledge to gift and donate, for no consideration, the Keenan Family's North American Animal Collection (hereinafter referred to as the Collection) as set forth in the attached Preliminary Prospectus, to the Town of Wolfeboro on behalf of the Libby Museum, for display and placement, on-site, in expanded museum space at the Libby Museum, contingent upon the following, and the Keenan Family, the Town of Wolfeboro (the "Town") and the Biber Foundation, a Massachusetts 501(c)(3) charitable trust, (the "Biber Foundation"), in connection therewith and in consideration of the mutual covenants set forth herein, hereby agree to the following:

1. The Town hereby agrees to retain an architect to conduct a feasibility study for the proposed expansion to the Libby Museum. Said feasibility study shall provide for the design of the museum expansion and an estimate of the construction costs therefor.
2. The Biber Foundation hereby agrees to make a grant in the amount of \$50,000 to the Town for the purpose of funding said feasibility study.
3. The Town of Wolfeboro hereby agrees to accept said Collection subject to those contingencies articulated herein.
4. The Town shall retain and pay for an architect to conduct the aforementioned feasibility study and shall ensure that the same is completed and distributed to the signatories herein, **on or before November 4, 2019.**
5. Upon completion of said study, the Town shall additionally generate and provide to the signatories herein, **on or before January 6, 2020**, a preliminary projection of the increase in annual operating costs and expenses associated with the expansion of the Libby Museum as well as a plan for how said costs and expenses will be covered in the future.
6. **On or before Feb 14, 2020**, the Town and the Biber Foundation shall determine whether or not to proceed forward. If either of said parties decides not to proceed forward, then this agreement shall become null and void and of no further force nor effect. If, however, both parties agree, in writing, to proceed forward, then the Town shall place a warrant article on the March, 2020 Town Warrant recommending approval of the expansion.
7. If the parties agree to move forward as hereinabove provided and Town approval is obtained in March, 2020, then the Town shall diligently proceed forward with construction during 2020, and shall be responsible for paying one-third of the costs of construction therefor (less whatever funds are generated by the Friends of the Libby Museum for this project), while the Biber Foundation shall be responsible for paying to the Town two-thirds of the costs of construction therefor.

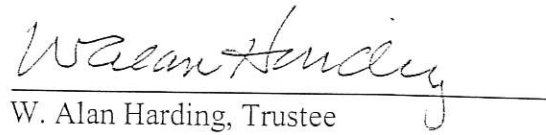
8. Upon completion of construction the Keenan Family shall formally and charitably donate the Collection to the Town, without any conditions whatsoever, but with the hope, wish and desire, that the same will be enjoyed by Wolfeboro residents and visitors of the Libby Museum for generations to come. This Agreement is intended to create a legally binding obligation of the Keenan Family with respect to the Collection and will be relied upon as such by the Town and the Biber Foundation.

Executed this 7 day of APRIL, 2019.

  
Lawrence T. Keenan

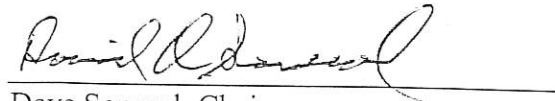
  
Gertrude I. Keenan

Biber Foundation

  
W. Alan Harding, Trustee

  
Susan L. Abbott, Trustee

Town of Wolfeboro

  
Dave Senecal, Chairman  
Wolfeboro Board of Selectmen