

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Approved  
COVID-19 Meeting- GoToMeeting  
May 13, 2020

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

**Staff present:** Town Manager Jim Pineo, Planning Director Matt Sullivan, Libby Museum Director Alana Albee and Recording Secretary Michele Chamberlain

Chairman Harriman opened the GoToMeeting at 6:30 PM.

Chairman Harriman read the following Preamble into the record:

**MEETING PREAMBLE DURING COVID-19 EMERGENCY**

*Good Evening, as Chairman of the Wolfeboro Board of Selectmen, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.*

*At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.*

*Please note that all votes that are taken during this meeting shall be done by Roll Call vote.*

*Let's start the meeting by taking a Roll Call attendance. When each member states their name please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.*

You are hereby notified that at this meeting the Libby Museum Trustees; Brad Harriman, Paul O'Brien, Linda Murray, Dave Senecal and David Bowers will hold a Libby Museum Trustees meeting at 6:30 M to discuss the status of the Libby Museum for the season.

**The Board Members gave a Roll call vote, Dave Senecal - present and alone in his office in his house, Linda Murray- present and alone in a room in her house, Brad Harriman – present and alone in a room in his house and Paul O'Brien –present and alone in a room in his house.**

Dave Bowers was having technical difficulties but was present.

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

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

#### **Consideration of Minutes**

N/A

#### **Public Input**

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

Maggie Stier, Chairman of Heritage Commission, addressed the Board. She stated she wanted to speak about the application to the LCHIP grant that Ms. Albee prepared last year for the Libby Museum. It was not funded but we want to see if there was interest in resubmitting the application or revising/updating it. The deadline for the intent to apply form is Friday, May 15, 2020. The Libby Museum did qualify last year to be an applicant so it should not be any different this year. The form simply asks about the project and the required funded requested although we would not be bound to the amount. The final application would be due June 26, 2020. The Heritage Commission would be happy to take care of submitting the documents. The application is strengthened because the Town did vote for the \$300,000.00 to be set aside for the Libby Museum project. She asked for the Board's permission to submit the application.

Chairman Harriman thanked Ms. Stier.

Suzanne Ryan, Resident of Wolfeboro, addressed the Board. She questioned if the Libby Museum would be a short term closure in regards to the virus or is it being temporarily closed because of the condition of the building. She questioned the plans to reopen. She

questioned the reconstruction or rehabilitation of the Libby Museum. She stated she would like the Board to know in regards to the Lakes Region Model Railroad that there is not a contract between the Lakes Region Model Railroad and the LCHIP grant as of today. There are very stringent hurdles that have to be met to receive any money. They have not submitted any documents yet. If the Board enters into the agreement with the Lakes Region Model Railroad then the Board is binding the Town to a stewardship agreement that will be recorded at the Registry of Deeds for a period of up to ten years. She would like it noted in the records that she is speaking as a concerned taxpayer only!

Chairman Harriman thanked Ms. Ryan.

Chairman Harriman questioned the order of the agenda. Will Mr. Simms go first?

**It was moved by Chairman Harriman and seconded by Linda Murray to move the order of the agenda by letting Mr. Simms go first. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes and Dave Senecal – yes. Being none opposed, the motion passed.**

Dave Bowers was having technician difficulties but was present.

### **Old Business**

#### **A. Update on the Lakes Region Model Railroad Museum, Inc.**

John Simms, Chairman of the Lakes Region Model Railroad Museum, addressed the Board. He stated the museum has not been interacting with the Town except when they needed authorizations which was obtained when needed. We have organized the LCHIP support, warrant article support and the private fund support so now we are asking the Town to authorize the approval to proceed through the normal planning processes. We are using a Town owned building so the Town must approve the project. The steps now are to get the ZBA and Planning Board approval. Then we will submit the final documents to LCHIP for their approval and they will submit them to the Department of Historical Resources in Concord and once that is approved we will be off and running. The Town Manager has a draft lease that we submitted to him. We would like to schedule a negotiation meeting about the lease before the June meeting. There is a stewardship agreement that states if we receive restoration funds then we need to maintain the restored building for a period of time (5 or 10 years). We need the ZBA approval, Planning Board approval and the LCHIP sign off with the building permit to be off and running.

Chairman Harriman questioned if the agreement with LCHIP was with the Town of Wolfeboro.

Mr. Simms stated no. It is between the Museum and LCHIP. The grant money will come to the museum. The Town is not part of the funding activity. This is a project that has been developed by the museum in conjunction with LCHIP. The money will come to the museum and it will be held in the museum's bank account and disbursed through the

museum. The one guarantee that is important is that the Town will consent to maintain to contain the restored Freight Shed as it is after the restoration for a period of time. LCHIP will require an annual report showing that there were no major changes which are normal procedures. In order to receive the \$130,000.00 we need to maintain the restored building as it is for ten years which is the primary agreement for the Town. If the project fails the museum is the responsible party to LCHIP not the Town. The Town's financial obligation is the \$95,000.00 which is in the Capital Reserve Account. The museum is responsible for all other costs. He felt there was no risk for the Town.

Ms. Stier stated she did not feel it was entirely true that the Town would not have any risks because they are the owners of the building. She suggested asking LCHIP that question directly. She questioned who would maintain the exterior of the building. The Town will have to sign the stewardship agreement which is in affect an easement. The Town is the owner of the building and will be required to maintain the exterior of building. The Town will also be obligated to make no changes to the exterior of the building. If the museum fails and a new tenant is acquired the Town's hands would be tied since no changes can be made for ten years unless approved by LCHIP. She felt if the museum were to go under the Town would be left with the responsibility.

Mr. Simms stated he would ask LCHIP. The intent is that the Town would have no liability. The intent is the museum is the entity with the risk.

Ms. Stier questioned who is responsible for the exterior of the building.

Chairman Harriman stated that will be determined in the lease between the Town of Wolfboro and the Lakes Region Model Railroad.

Mr. Simms stated it is proposed in the lease.

Chairman Harriman stated the bridge project he worked on in Ossipee with LCHIP ending up being the Town of Ossipee's responsibility so that is why he questioned this.

Ms. Murray stated they need to sit down with Mr. Simms to review the stewardship agreement. We need an operating agreement for this project. She thought Jim Pineo, Dave Senecal, John Simms and herself were going to meet to discuss and iron out these items. We need to get this pulled together as Mr. Simms goes through the building process. She has seen the reports that need to be filed annually and we need to decide who takes of this. The four of us have some work to do.

Mr. O'Brien stated we are looking for clarity so that is why Mr. Senecal and Ms. Murray are helping. It might prompt more questions but we are trying for less questions. We need to decide who is doing what. He suggested having a progress update or status report the next time they discuss this. He would like to have an outline of what needs to be down not an update of background information. We did to focus on closing this down.

Mr. Simms stated he is happy to meet with them. Dave Owen will also be attending the meeting as he is a board member of the Lakes Region Model Railroad. He agreed it would be great to get this pinned down in the next week or two.

Chairman Harriman stated Mr. Pineo will be in touch with a time.

Mr. Pineo stated legal counsel is reviewing the documents and then he will schedule a time for the meeting.

Chairman Harriman stated we will be meeting as Trustees of the Libby Museum to discuss the Libby Trustees Organizational Structure, 2020 Museum Opening and the Libby Museum Future.

**It was moved by Linda Murray and seconded by Paul O'Brien to adjourn the Board of Selectmen Meeting so they could entered into the Libby Museum Trustee Meeting. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes, Dave Senecal – yes and Dave Bowers - yes. Being none opposed, the motion passed.**

## **New Business**

### **A. Libby Museum Trustees – 2020 Season of the Libby Museum**

Chairman Harriman stated we wanted it known that he is the President of the Friends of the Libby Museum.

Mr. Pineo stated it was decided that we needed to meet as Trustees of the Libby Museum to decide the direction that we need to go. What are we going to do with the proposed construction projects? First we need to decide the Libby Trustees Organizational Structure.

#### **i. Libby Trustees Organizational Structure**

Mr. Pineo suggested the Trustees maintain a format similar to that in place for the Board of Selectmen. This organization however must consider conflict of the Chairman of the Board of Selectman and the Chairman for the Friends of the Libby Museum who is currently Brad Harriman for both entities.

Chairman Harriman stated he would feel better if someone else would be the Chairman of the Trustees of the Libby Museum.

Mr. O'Brien did not see the conflict.

Ms. Murray stated it is not a financial conflict but some people might view it as a conflict so it would be up to Brad to decide his comfort level.

Mr. O'Brien stated okay.

Chairman Harriman stated he felt it would be cleaner. He asked for a nomination.

Mr. O'Brien offered to be the Chairman of the Trustees of the Libby Museum.

Ms. Murray stated she agreed. She did not feel they needed a Vice Chairman.

Mr. O'Brien required that the same procedure happen next year with the appointment of the Chairman of the Trustees of the Libby Museum.

**It was moved by Linda Murray and seconded by Dave Senecal to appoint Paul O'Brien as the Chairman of the Trustees of the Libby Museum. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes, Dave Senecal – yes and Dave Bowers - yes. Being none opposed, the motion passed.**

Paul O'Brien stated Mr. Bowers used a piece of paper with the word "yes" written on it for his vote.

## **ii. 2020 Museum Opening**

Mr. Pineo stated this is specifically related to the pandemic. The Libby Museum is not considered an essential business. Ms. Albee has a few items that need to be discussed if the Libby Museum is not opened this year. We need a timeframe for opening the museum. There are staffing issues to consider. We need to consider the financial impact for opening or not opening the museum.

Mr. O'Brien questioned if he could ask Ms. Albee a few questions. How many people visited the museum last year?

Ms. Albee stated she is no longer employed by the Town as the Director of the Libby Museum.

Mr. O'Brien stated he understood.

Ms. Albee stated she will only speak as a member of the general public. The files have been handed to the Town and she has not looked at them for a while. Therefore she does not remember the information off the top of her head.

Mr. O'Brien questioned if she knew the number of visitors.

Ms. Albee stated the information was given in the Town Report in January.

Mr. O'Brien stated okay and thanked Ms. Albee. He questioned if Mr. Pineo's recommendation was not to open the Libby Museum until the Town has an idea of revenues from taxation.



Mr. Pineo agreed. The tax bills are supposed to go out June 5<sup>th</sup>. We will have an idea about revenues about 30 days after June 5<sup>th</sup>.

Mr. O'Brien questioned if the Libby Museum should open this summer.

Mr. Harriman stated we need to remember the mold condition. He felt if the museum is kept closed it will do more harm than good. We need to have staff open up like normal and get some air circulating in the building. The museum has been more popular in the last few years but we do not get huge crowds. He felt social distancing could be achieved. We could have arrows taped on the floor to help with social distancing.

Ms. Murray suggested an opening date of July 15<sup>th</sup> if the Governor would allow it. The kids have not been in school and not able to do much so it would be something for them to do. She suggested looking at the cost of opening the museum. There is good air circulation in the building and a pattern to go through the museum could be laid out with tape on the floor. She felt the citizens would like to see the museum opened. We need to weigh out the cost of opening in July. We will need hand sanitizer and protective glass. There will be some added costs so we need to do an analysis. She would like to try to open by July 15<sup>th</sup>.

Mr. Senecal questioned if the repairs at the Libby Museum were completed.

Mr. Pineo stated the floor stabilization has been completed. The laser measurements were taken for the turn buckets but he was not sure if the turn buckets have been adjusted. The sea wall is in process of being repaired now.

Mr. O'Brien stated the questions are: Should we open the museum? When to open museum? What are the costs to open the museum? It sounded like people felt the museum should be opened. How do we figure this out?

Mr. Pineo stated we would pull the reports and get the number of patrons that went through the museum last year. He could figure out the hand sanitizer needed. The biggest item we need to figure out is cashless and touchless transactions.

Mr. O'Brien questioned the revenue of the Libby Museum.

Ms. Murray stated it was \$4,000.00.

Mr. O'Brien stated many museums are moving away from accepting cash unless they are using a bucket to collect the cash. He questioned if it was possible to stop accepting cash and use credit or debit cards. He questioned if any of the board members felt that revenues needed to be addressed before the museum opened. Should there be certain requirements before we open?

Ms. Murray stated it should be part of the calculation. If we have a slump in revenues then we need to decide if we should open.

Mr. Harriman agreed revenues should be looked at but the operating budget for the museum is only \$44,450.00. The budget for the Town of Wolfeboro is around 27 million so opening the museum is small in the scheme of things. He did not think the Town should spend money just to spend money but there are other areas to look at to save larger amounts of money. It would give the kids something to do this summer and it would be nice for the Town. He is in favor of opening the museum. He questioned the issues on the fundraising for the museum if it was not opened. There could be grants that are lost.

Mr. O'Brien suggested getting an update at their next meeting about fundraising.

Mr. Senecal stated we need to look at figures. He agreed it should be opened this year. We can abide by the social distancing rules and recommendations fairly easy at the museum. As long as the floor has been stabilized he was fine with opening. He would like an update at some point about the other construction items that were supposed to be completed.

Dave Bowers was having technical difficulties so could not comment.

Mr. O'Brien agreed the museum should be opened as long as it was safe for employees and citizens. We need to make sure we are taking reasonable precautions about not putting anyone in harm. We need to understand what we are going to do if and when we open the doors. Unfortunately, some people do not follow rules. He questioned when Mr. Pineo could provide the information about the costs for opening on July 15<sup>th</sup>.

Mr. Pineo stated it should be done fairly quickly and we can look at how the added costs could be absorbed either in the Libby's existing operating budget or other budgets within the Town.

Mr. O'Brien questioned if the exhibits were covered.

Mr. Pineo stated yes. He questioned when the staff should start. We need to take care of the facility and get it up to speed so it would be ready.

Mr. O'Brien questioned the Board on what they wanted to do. Do we need a motion to open on July 15<sup>th</sup>?

Ms. Murray stated it really depends on the Governor if we can open. There are some universal guidelines that will need to be followed. What are we going to require? Masks? Gloves? She felt a motion was needed to head towards a date but we cannot say for sure it is the date we are going to open. We have to wait for the Governor.

Mr. O'Brien questioned if tyveks were on the exhibits.

Mr. Pineo stated he was not sure but the exhibits would require attention before the museum could be opened. .



Mr. O'Brien stated if we are going to open then we need to get the staff back to start uncovering the exhibits and cleaning the building.

Ms. Murray stated we need to think about when we want the staff to come back. We do not want to clean and then have it empty for a few weeks. She thought maybe they should wait until June 15<sup>th</sup> for a July 15<sup>th</sup> date. If we want to open up earlier then we should have the staff start sooner. It does not make sense to clean it and then let it sit there.

Mr. Harriman stated we are starting to approach the warmer weather and that is one of our worst enemies. It hurts the exhibits. He felt it would be better to go in sooner rather than later. We need to get the exhibits uncovered, cleaned and get the air circulating in the building. We might need to deal with mold issues. We could clean it and then if we don't open right away we could have a limited amount of staff to check the exhibits after everything is ready. If we keep it closed the exhibits could be worse.

Mr. O'Brien stated we all agree it needs to be cleaned it is just a case of when.

Ms. Murray stated she was fine with cleaning it and then don't staff it for a while if that works best.

Mr. O'Brien stated Mr. Pineo can figure out the timeframe.

Mr. Senecal stated Mr. Harriman is correct. We need to have something check the exhibits after the winter. He questioned if anyone had been in to check on the museum.

Mr. Pineo stated he was not sure. He stated he would need to talk to Alana Albee. He thought maybe she would work on some of these things which would help him.

Ms. Murray stated Ms. Albee is not working now but we could bring her back. Correct?

Mr. Pineo stated yes. We want to protect the artifacts and if the Governor allows us to open we could be ready with a credit card machine or some type of touchless operation. We would need to get supplies and the facility ready and Ms. Albee knows the facility the best. He would reach out to her tomorrow.

Ms. Albee stated this is for a wider discussion. She felt this should be talked about during a non-public meeting because of staffing issues. She stated even though she is not employed she still has a key and has been checking on it weekly. Some of the outside grounds have been cleaned up with outside volunteers while social distancing. Parks and Recreation have mowed. The exhibits seemed to have made it through the winter but the more delicate exhibits are in private storage. It takes several weeks for the museum to be cleaned without all these new restrictions. We do not have a credit card system. We take cash only.

Mr. O'Brien stated the Board would like to see a plan to open the facility on or about July 15<sup>th</sup> if several conditions can be met 1) the Governor okays it 2) reasonable precautions are

taken for employees and the public 3) have staff and resources. We do not have the answers to these questions. Should this be a motion?

**It was moved by Linda Murray and seconded by Dave Senecal to agree to open the Libby Museum on July 15<sup>th</sup> as long as the above conditions were met. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes, Dave Senecal – yes and Dave Bowers - yes. Being none opposed, the motion passed.**

Mr. Pineo stated we need to think about the Libby Rehabilitation/Expansion Project in reference to the LCHIP grant.

Mr. O'Brien stated warrant article #12 was approved by the voters for \$300,000.00.

Ms. Murray stated it was approved by 58% of voters.

Mr. O'Brien questioned what should we do?

Ms. Murray stated we need to go back and look at the reports from Chris Williams. He gave ways on how we might want to handle moisture. AG Bergeron Engineers did another observation in 2019. We need to look at those reports to see if we need to do something now to preserve the building. The big issue is are we going to move forward with a renovation and rehabilitation at \$2.4 million dollars.

Mr. O'Brien questioned if it was an expansion or renovation.

Ms. Murray stated the cost is \$2.4 million for the expansion and renovation. The renovation would cost \$1.2 million dollars.

Mr. O'Brien stated it would expand the foot print of the building.

Ms. Murray stated that is one of the options.

Mr. Harriman stated this year we had new data with the laser information that was collected. It was 4-5 years ago when this information was collected before. He would like to compare the information. We need to establish a baseline to see if the building is moving or not. This would tell us if we need to spend money on the turn buckles or stabilizing the building.

Mr. O'Brien stated that should be in the category of fix it.

Mr. Senecal stated he agreed with Brad Harriman. We need to see if the building is moving. The foundation is crumbling. We might need to jack up the whole building and restabilizing the whole thing. We need to look at the reports to determine what we should do. If we want better exhibits in the museum then we to fix the conditions. Doctor Libby's original exhibits are in bad condition. We could get some new exhibits if we fix the conditions of the museum. We need heating and air conditioning so the museum could be opened year round. If people are willing to set aside money then we should look at the reports again. We

need to find out if the turn buckles were changed. We have a baseline so this should be done again to see if the building is still moving. Then decide the parts of the building that need to be fixed. The floor should be looked at and the areas that are holding the majority of the weight as well.

Mr. O'Brien stated we need to assess and fix now and then have a conversation about expanding but after we have the assess and fix now bill of materials in hand. Is this correct?

Mr. Senecal stated correct. We have the reports from AG Bergeron and Chris Williams.

Mr. Harriman stated an Alba Architects.

Mr. Senecal stated he wants to know if the building is moving. He felt the building needs to be structurally sound before we do anything else like an expansion or a year round facility. The voters will let us know if they want to spend the money. We have \$300,000.00.

Ms. Murray stated when looking at this economy we will have to raise 2 million dollars. This is a large sum of money. It makes sense to get the LCHIP grant. She was not sure if they should move forward with a 2.4 million dollar project or even a 1.2 million dollar project. It will have a big impact on the tax rate.

Mr. Senecal stated if Maggie Stier and the Heritage Commission would be willing to apply to the LCHIP program then we should let them do it.

Mr. O'Brien stated we need a business plan to run a \$2.4 million dollar museum. He questioned if Mr. Pineo could get a bill of materials for a list of things that need to be fixed now.

Mr. Pineo stated he had the file with the laser measurements and he would forward the file and a few structural reports to Mr. Harriman and Mr. Senecal for their review. This should not take too long.

Mr. O'Brien questioned if he had a bill of materials.

Mr. Harriman offered to help Mr. Pineo.

Ms. Murray questioned when the Capital Reserve Funds were going to be funded. She thought it was going to be funded on December 15<sup>th</sup>.

Mr. Pineo stated the Capital Reserve Funds are populated after the first round of tax bills. The Trustees of Trust Fund will need to establish the fund and we have until December 15<sup>th</sup> by statue.

Mr. O'Brien stated he thought the funds were populated in July.

Mr. Pineo stated the existing ones are transferred in the middle of July. We have 2 or 3 Capital of Reserve Funds that were created. We need to get the Trustees to do this.

Mr. O'Brien stated we need to fix out when we can get things fixed. When will we be able to start the work.

Mr. Pineo stated he needed clarity. It sounds like the Trustees would like to move forward and use the \$300,000.00 to fix existing structure as it sits now and not do an expansion.

Mr. Harriman stated he would like to fund another laser survey of the building. It will give us information to move forward. We need to figure out what to do. We probably should look at the foundation to see if it shifted over the winter. We need to find the facts first and then meet again to decide what to do for repairs.

Mr. O'Brien questioned if Mr. Harriman wanted a fund to plan what needed to be done.

Mr. Harriman stated correct.

Mr. Senecal stated he should do another laser measurement to get a baseline. We need to know if the building is moving. We need a base plan.

Mr. Pineo stated the laser measurements were completed in August 2019 and the cost was \$9,500.00.

Mr. O'Brien questioned if the building moved.

Mr. Pineo stated it looked like they saw minimal movement but he is not an expert.

Ms. Murray stated she was fine with minor repairs but questioned if they should do a major repair if they were going to do an expansion. She did not want to repair something and then remove it in two or three years. She does not want to spend money on anything and then have it ripped out.

Mr. O'Brien stated we need clarity on what needs to be fixed.

Mr. Harriman agreed. We need to find out the conditions from last year to this year. Then we should meet again as Trustees to discuss. As we move along we will have a better idea financially how things will be in July.

Mr. O'Brien stated we need a baseline. There are too many variables.

Ms. Murray stated she was fine with using the older reports. We should look at the reports to tell us what to do. We should look at the data and decide what we should fix now.

Mr. Pineo stated we can use the reports to make a recommendation. He will forward the reports to Mr. Harriman and Mr. Senecal.

Ms. Murray stated there was a full building inspection done last year. We should look at that report.

Mr. O'Brien stated Ms. Stier asked if she could do an LCHIP application.

Mr. Senecal stated we should let her do the application.

Mr. Harriman stated Ms. Stier offered to help with the application not do the whole thing. The Friends of the Libby are meeting tomorrow so maybe they would be willing to help her with the application. He thought the intent to apply was due this Friday but the full application was not due until later this summer.

Mr. O'Brien questioned if they received the LCHIP grant could they do an addition to the building in a few years.

Ms. Stier stated she is very familiar with the process of the LCHIP grants. We could use the \$300,000.00 as a match for the LCHIP money. They like to see the match already in hand and that fact that the building is already on the National Register is a plus. A building inspection is a requirement of any ask over \$50,000.00. Things are lined up to submit an application that will aim to address structural issues in the existing building. She agreed they should fix the building to the best of their ability. We need to fix the structural and moisture issues. An addition on the back of the museum would be another project. The LCHIP would not fund an addition.

Mr. O'Brien stated the LCHIP would be for preserving the existing footprint of the Libby Museum.

Ms. Stier stated it would preserve the historic structure of the Libby.

Mr. O'Brien questioned if they would be applying to do an addition to the Libby if they received the LCHIP grant.

Ms. Stier stated LCHIP requires a ten year stewardship. They would have to approve the addition but it should be able to be down.

Suzanne Ryan asked Ms. Stier to clarify the amount of money we are seeking. It would not be a match for \$300,000.00. Correct? We would only qualify for \$150,000.00.

Ms. Stier stated usually the grants are in the range of \$100,000.00 to \$250,000.00 but we can ask for the full amount. They frequently award less than the asking amount.

Ms. Ryan stated she just wanted the Board to know we might not get the full match.

Ms. Stier stated the application is due in June and they make their decisions in the fall. The money cannot be expended until they have officially given the award and the contract has been signed.

Mr. O'Brien questioned if they should apply for the intent.

**It was moved by Linda Murray and seconded by Dave Senecal to approve applying for an LCHIP grant. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes, Dave Senecal – yes and Dave Bowers - yes. Being none opposed, the motion passed.**

Ms. Stier stated she would like to review the assessment report of the building. She agreed to help Brad Harriman and the Friends of the Libby Museum with determining a plan for the scope of work that should be completed.

Mr. O'Brien stated the Friends of the Libby Museum could give us an update about fundraising at our next meeting. He questioned if the Trustees had any other business.

Ms. Albee stated there was an outside fundraiser planned for June. Should this still be done?

Mr. Pineo stated under the Governor's orders we are not allowed to have yard sales or fundraisers.

Ms. Albee thanked them for the clarity.

**It was moved by Dave Senecal and seconded by Linda Murray to adjourn the Trustees of the Trust Fund Meeting for the Libby Museum and go back to the Board of Selectmen Meeting. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes, Dave Senecal – yes and Dave Bowers - yes. Being none opposed, the motion passed.**

#### **Other Business**

None

#### **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 according to the LCHIP agreement the owner and the lessee need to sign the document. LCHIP has their own boiler plate document so we should use that instead of paying legal counsel to review a new one. The document is on their website so we should use it as a guide. As of today the Lakes Region Railroad Museum Inc. does not have an agreement with LCHIP.



Maggie Stier stated there are two things that LCHIP requires a stewardship plan and the stewardship agreement. The stewardship agreement is full of very binding legal language. She suggested looking at one. She stated she would be happy to work on the application but thought Ms. Albee should be involved as well.

Mr. Pineo stated he would reach out to Alana Albee tomorrow to discuss.

**It was moved by Dave Senecal and seconded by Linda Murray to adjourn at 8:22 PM. Roll call vote, Dave Bowers – yes, Linda Murray – yes, Brad Harriman – yes, Paul O'Brien – yes and Dave Senecal – yes. Being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain