

Wolfeboro Board of Selectmen
Public Meeting Minutes-Approved
COVID-19 Meeting- GoToMeeting
September 2, 2020

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

Staff present: Town Manager Jim Pineo, Planner Matt Sullivan, Parks and Recreation Director Christine Collins, Public Works Director Dave Ford, Interim Libby Museum Director Catriona Lennon, Fire Chief Norman Skantze 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.

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, Dave Bowers – present and alone in a room in his house and Paul O'Brien –present and alone in a room in his house.

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

Mr. Pineo stated a non-public session is needed to discuss employment personnel matters, consideration of acquisition of sale of real estate and to review non-public minutes.

Consideration of Minutes

Chairman Harriman asked for approval from the Board of the August 19, 2020 GoToMeeting Minutes.

It was moved by Linda Murray and seconded by Paul O'Brien to accept the minutes of August 19, 2020 as amended. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O'Brien - yes. Being none opposed, the motion passed.

Public Hearing- Temporary Event Permit

i. The Wolfeboro Fire Department to host a 9-1-1 Memorial on September 11, 2020 from 10:00 AM to 11:30 AM at the Public Safety Building, 251 South Main Street. Permit #1952

Chief Skanzte had technical difficulties so Mr. Pineo addressed the Board.

Mr. Pineo stated this event is similar to the event in previous years hosted by the Wright Museum. The Fire Department would like to have a memorial service in recognition of the attacks of September 11, 2001. They will have a lot of the same guest speakers.

Chairman Harriman opened the public hearing.

Chairman Harriman closed the public hearing.

Ms. Murray questioned if the Library was consulted about using their parking lot.

Chief Skanzte stated yes.

Chairman Harriman stated the Library just had a fresh coat of pavement put on their parking lot recently. The previous parking lot was damaged by a large truck. He is concerned because of the size of our apparatus. He questioned if the new pavement would be damaged.

Mr. Pineo stated the librarian stated it was okay to use the lot. If it is an extremely hot day then it could be problematic. He stated he would talk to Dave Ford about the vulnerability of the fresh asphalt.

Chairman Harriman stated it would be a good idea to talk to Mr. Ford.

It was moved by Dave Senecal and seconded by Dave Bowers to approve the Temporary Event permit for The Wolfeboro Fire Department to host a 9-1-1 Memorial on September 11, 2020 from 10:00 AM to 11:30 AM at the Public Safety Building, 251 South Main Street. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.

Ms. Murray stated all of the Governor’s Orders about COVID-19 will need to be followed but she stated she is sure Chief Skanzte is aware of this.

Public Input

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

NA

Bulk Vote

A. Weekly Manifests

- i. August 21, 2020
- ii. August 28, 2020

B. Intent to Cut Wood/Timber

- | | | |
|-----|----------------|--------------------|
| i. | Trotting Track | Tax Map 146 Lot 17 |
| ii. | Stoddard Road | Tax Map 104 Lot 8 |

It was moved by Dave Bowers and seconded by Linda Murray to approve the Bulk Vote Items A-B. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O’Brien - yes. Being none opposed, the motion passed.

Board Appointments

NA

New Business

A. Wedding Community Bandstand

Samantha Dembitzky addressed the Board. She stated our original plans for our wedding were cancelled. We come to Wolfeboro every year and we would like to have a small together with a few family members to celebrate our wedding. We will have our party the following year. It will be a quick ceremony in front of the lake at the gazebo and her cousin will be performing the ceremony. It will be a very small casual wedding and afterwards we will go downtown to get something to eat.

Ms. Murray stated the park will be open.

Ms. Dembitzky stated we understand that.

It was moved by Dave Senecal and seconded by Linda Murray to approve a wedding in the Community Bandstand at Cate Park on October 3rd, 2020 from 1:00 PM to 3:00 PM contingent upon receiving an insurance certificate no later than one week prior to the event and all COVID-19 guidelines set forth by the State of NH are followed. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O'Brien - yes. Being none opposed, the motion passed.

B. Dock BIG Grant adopt updated language

Dave Ford, Public Works Director, addressed the Board. He stated this is a project that we have been working on for several years. We all understand the age of the docks and that they need to be rebuilt. The docks were structured around twenty years ago and in this year's warrant article we requested \$120,000. We anticipated going after this BIG Infrastructure Grant for \$130,000.00. We have about \$100,000.00 in capital reserve funds and the project was estimated to cost \$400,000.00. We are about ready to go out to bid and would like to get this grant settled. The grant is specifically for big boats that are 26 feet and above. Dock space dedicated to boats 26 feet and above would be about 20 to 24 % of total dock space. Mr. Ford discussed the diagram (see attached sheet) on where the dock spaces would be located on the docks. The slips would be painted and there will be signs indicating these spots would be for big boats due to some federal money providing for the docks to be rebuilt. Mark Puffer, Town Attorney, has reviewed the language and documents. Mr. Ford stated tonight he would like the Board to understand the grant, accept the grant and authorize Chairman Harriman to sign the grant. At a future time we would need to sign all the documents at one time and they would need to be notarized. The maximum amount of money would be \$156,000.00. It is based on a complicated formula. We would use the money to fund the total project but specifically for those 12 spots which will be dedicated to big boats.

Chairman Harriman stated we increased the number of big boat spots so we could receive the money we were looking for from the State on their grant. Is that correct?

Mr. Ford stated exactly. We were trying to maximize the grant.

Ms. Murray stated on page 2 section G it reads, "The Town will notify the Department if the Docks will have a planned closure during the summer at any point during the useful life of the dock." Ms. Murray stated we close the docks for some special events such as the boat racing. There are at least 2 boat events where we close the docks. She questioned if this would be difficult for us to deal with and will we be able to close the docks for these events.

Mr. Ford stated it would not be difficult and they would be able to close the docks. The state just wants to be notified. The requirement is that we notify them it does not say we can't close the docks for a special event.

Ms. Murray stated we need to change our forms so once an event is approved that we notify them. We need to make sure we do not forget to have that communication. She stated those are the three docks that we are planning on expanding so she questioned if they would run into any problems with expanding them. Will we need to have more big dock space?

Mr. Ford stated this would not exclude us from doing an expansion. There is grant money if we wanted to go after it for next year for an expansion but the space would need to be dedicated to big boats. We would need to make sure the spots at the end of the docks would still be dedicated to big boats.

Ms. Murray questioned if the spots could be moved to different docks? Do the spots have to be on these three particular docks or can we spread the spots out over all of our docks?

Mr. Ford stated the spots would have to be dedicated to where the funding went so it would have to be at the ADA dock. In the future if we expand then we would have to ask them but he did not see it as a problem. He felt Dock E could be expanded.

Mr. Senecal stated on page 2 it states we have to have a log showing the docks have been inspected. He questioned who would be doing this?

Mr. Ford stated there is a need for documentation and we have a crew that do trash and barrel pick-up in the downtown area. They work on weekends as well so we are going to have them inspect the docks. There will be two to three people under Adam Tasker under the grounds division seeing to the log. As long as someone inspects the docks every other day and we record the dates and times in the log book it shows we are making a good faith effort. We have a budget for barrel people so we would not be adding to our budget. The tricky part will be enforcement. What happens if a small boat parks in a large boat spot? We need to have a letter ready saying this spot is dedicated to big boats so can you move your boat. We will need to document it. We are not proposing to add costs or a position to complete the log book. It should not be a lot of man hours and it should just be having the logbook and the information documented in case we get audited.

Mr. Senecal stated on page 2 Section 5B it states, "The effective end date shall be March 31, 2025." He questioned if after this date we could do whatever we wanted.

Mr. Ford stated no that is the contract date. It is a twenty year agreement.

Mr. Senecal stated that is fine. The date just needed to be clarified.

Mr. O'Brien questioned the percentage of the dock space we would be allocated to this program if we go for the grant.

Mr. Ford stated about 24% would be dedicated to the big boats but some of the spots would not be able to be used so it would change the amount to about 30%.

Mr. O'Brien stated emails were shared between myself and Mr. Ford but this needs to be on the record. The Electric boat, Fire boat and Mail boat all have spots that are spoken for and people really can't park on the side of the boat ramp. If all of this is factor in then how much dock space is left if we do this grant. The answer is about 30%.

Mr. Ford stated yes or a little bit more.

Mr. O'Brien stated the document talks about the enforcement piece and we do not want to say we are going to do something and then we do not do it. He questioned if there is an issue then who will be called? The Police?

Mr. Ford stated there will be a sign and it will state the dock spots are funded by the BIG Grant. If there is a problem then he will be notified. We are not planning on having police action. We are just going to ask them to move and we hope that they will move. This could be a little tricky. He stated he felt better after reading Mark Puffer's email. We worked really hard to get this money and if we do not get the money we might not be able to complete the project this year. We might be able to only do 3 or 4 docks depending on the bid. The direction has been from the Selectmen to get as much money from grants as possible. The BIG Grant looked really good but it does come with some fine strings attached so we need to make a decision on if we want to accept it or not.

Ms. Murray questioned if we could have another space set up just for smaller boats.

Mr. O'Brien stated there does not seem to be enough space to do this. It seems like we are getting paid to have people with big boats get preferential parking spaces. It states that other boats will have to fend for themselves.

Ms. Murray agreed and stated that is why she wanted a spot set aside for smaller boats. We can give 12 spaces for boats under that size.

Mr. O'Brien stated there is not a enough room.

Ms. Murray questioned if we would be compliant with the ADA regulations. We have the one ADA space.

Mr. Ford stated he felt it meant are the docks accessible by wheelchairs which they are. We have a dedicated handicap spot on dock A. He stated he thought we were the only municipal docks that had a spot for handicap boats. We are not required to have a lift.

Mr. Senecal stated Gilford has half a dozen handicap parking spaces at their docks.

Mr. Ford stated he did not know that.

Mr. Senecal stated he did not like that the Town would be locked into this agreement for twenty years. We need to monitor and take care of this for 20 years. Is it worth it? He felt 20 years was too long and he does not like idea of telling someone that they can not park their boat on certain spots. The Police Department will be down their every afternoon.

Mr. O'Brien stated this is not a question of we want to get the docks fixed. The docks are broken and they need to be fixed. The question is if the grant will save the Town money so we can avoid having to ask the taxpayers for the money. There seems like there are a lot of strings attached to this grant. It is not clear that this is the right thing to do.

Mr. Ford did a quick calculation. If we spend 4 hours a week times 52 weeks times 20 years then we probably would be looking at about \$100,000.00 in a salary. We were not thinking we were going to have to add staffing and manpower when we applied for this grant.

Ms. Murray thanked Mr. Ford for going after the grant but she agreed she did not want to tell people they could not use the docks if their boats were not big. She questioned if the Town would have to make new job descriptions because of the manpower required. We have not even decided what we would do if we have a problem. She was concerned about enforcement part. It may add more problems to the docks than we already have in terms of who goes where.

Chairman Harriman stated the grant is for \$156,000.00.

Mr. Ford stated the maximum is correct.

Chairman Harriman stated if we decline the grant then how much will this tighten our scope for repairs to the docks. Would this mean we eliminate one dock from being repaired?

Mr. Ford stated pressure treated lumber has skyrocketed. He was not sure how to comment until the bids come in. We have \$170,000.00 that was appropriated this year and \$100,000.00 in the bank so we have a total of \$270,000.00. He thinks they could at least do three docks and the headwall. Next year we would have a better number and we could increase the amount to complete the rest of the docks. Right now we should be short \$130,000.00.

Ms. Murray stated if we do not go through with the grant we should still use the \$170,000.00 appropriated for the docks. We need to do something. We need to get an idea on how much the materials would cost.

Chairman Harriman agreed. He would like to do at least two docks or three if possible. It would give us a good base line to work on budgets for the following year. He agreed with the rest of the Board. He had some concerns about the 20 year commitment. Is the grant worth it when the cost of the manpower to monitor the docks is added into it?

It was moved by Dave Senecal and seconded by Linda Murray to approve not to proceed with the BIG Grant.

Mr. O'Brien stated we need to fix the docks. They are broken. They need to be fixed! He stated if he votes against accepting the grant it does not mean he is voting against fixing the docks.

Mr. Senecal and Ms. Murray stated that is not our intent.

Ms. Murray stated we are moving forward to get the docks in better shape. We can discuss how we want to proceed but we will be moving forward.

Mr. O'Brien stated he was not questioning the motion.

Chairman Harriman stated the whole board is on the same page. Everyone wants to fix the docks and get something done this year.

It was moved by Dave Senecal and seconded by Linda Murray to move not to proceed with the BIG Grant. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O'Brien - yes. Being none opposed, the motion passed.

Mr. Pineo stated he would like to thank Mr. Sullivan and Mr. Ford for all the work they have done on this grant. There was a lot of effort and time put into this. The Budget Committee and CIP Committees are always asking if staff has researched grants. One of the take-away on this is sometimes the grants are out there but they are not worth the rewards.

Chairman Harriman thanked Mr. Sullivan, Mr. Ford and Mr. Pineo for all their hard work on this grant.

Mr. Ford stated he will have to tell the EDC that they are not going forward with the grant. He stated if they expand the docks the same situation would be available. He will contact the State and let them know that they are declining the offer of the grant tomorrow. We will work with the Selectmen, Budget Committee and the CIP Committee about the warrant article for next year knowing that the numbers might change after the bids come in.

C. Pop Whalen Ice Arena Game protocol

Mr. Pineo stated late this afternoon Ms. Collins received some updated information in a phone call from the Governor's Task Force. This information was sent to you late this afternoon for this reason.

Christine Collins, Parks and Recreation Director, addressed the Board. She stated she received a request by email from the Governor's Task Force to attend a meeting this afternoon and this was because of recent activities that have transpired with other rinks in the area in NH. They wanted some clarifications of the CDC Guidelines as well as the universal guidelines for New Hampshire. They reviewed these guidelines line by line and we were able to ask questions for clarity about items we were not sure about. We reached out to different rinks (Dover, Manchester and Keene) to see what they were doing. We have provided the information and consider it a work in progress. We will need to follow all the moving guidelines and the news. We will be reevaluating constantly and we will be making sure we are up-to-date. We reviewed our whole document that was approved at the last Selectmen's meeting. There were a few more additional screening questions that we added. We are taking into consideration the size of our facility to see what options we have. We are using the Guidelines from the Governor but we need to see what works for the facility to make it safe for everyone. Face coverings are going to have to be worn if players are not on the ice. Players will be required to wear face coverings on the bench as well. If players were able to social distance while sitting on the bench this would not be required but the space of our facility does not allow for social distancing while sitting on the bench. We are trying to figure out how to deal with spectators. What is the capacity of the rink? After looking at players sitting on the benches we believe only 12 spectators would be allowed. Hockey usually has everyone congregating in the lobby but we can not allow this so a spectator will have to be in the rink. One option is lining people up to the glass but that is part of the walkway. This would work for practices but not games. One team would enter and exit one way and the other team would enter and exit another way which may require crossroads in the walkway area. We are still working on this but we are suggesting to people to use LiveBarn an online streaming service that will broadcast practices and games for all team that use the facility. When we look at the game protocols it includes everything in this section plus the game protocols. The only thing that is different with games is the locker protocol. Players must come dressed and ready to play. We will be asking people to park in the dirt area of the parking lot in order to shift people towards the entrance. There will be a designated area outside of the arena similar to an outside locker room for players to use. Everyone will enter the front entrance and the side entrance will be used as an exit. We are trying to get people in and out of the arena as quickly and safely as possible. Public skating is not approved at this time according to the Governor's Orders and if and when this order is lifted we will look at maybe requiring reservations. We want to be able to know who is in the building. Teams all have rosters so we have all their information and we would like to be able to contact people if we need to do so. Tournaments and private rental will be handled case by case. There will be no concession stands. Youth hockey has a few extra restrictions. Clear shield may be an option for some of the youth hockey players. We made a waiver which needs to be checked by Town Counsel but we need to decide if this should be signed by all users that come into the facility.

Mr. Chaffee stated the take away from the phone call that we received today is that they will be looking to make sure all protocols will be followed. We questioned if masks needed to be wear by players sitting on the benches and they made it very clear that this needed to happen if players are not social distancing then this needed to be followed. Unfortunately, Pop Whalen is not set up for social distancing so we have some challenges that other rinks may not be facing. We have a good plan in place and with everyone's cooperation we should be good.

Chairman Harriman thanked Ms. Collins and Mr. Chaffee.

Ms. Murray thanked Ms. Collins and Mr. Chaffee. This addition of the guidelines are superior to what we had before and it took some work. This is a real nice job. It is important that we get hockey and Pop Whalen up and functioning. Pop Whalen has approximately 65,000 users a year. These protocols will get us started on the right path and we can make adjustments as we go.

Mr. O'Brien stated this is a great job. There are a lot of moving parts and Ms. Collins and Mr. Chaffee have been patient and persistent. Thanks for all the hard work!

It was moved by Dave Bowers and seconded by Linda Murray to approve the amended Pop Whalen Ice Arena Game protocols. Roll call vote Brad Harriman – yes, Linda Murray – yes, Dave Bowers – yes, Dave Senecal – yes, and Paul O'Brien - yes. Being none opposed, the motion passed.

D. 2021 Budget Meeting Schedule

Mr. Pineo stated we are starting Department Budget reviews and we are proposing the following dates for the Board of Selectmen to hear these reviews as follows:

September 23, 2020	(Agency Reviews)
October 5, 2020	6:00 PM Budget
October 7, 2020	6:30 PM Regular Meeting
October 8, 2020	6:00 PM Budget
October 12, 2020	6:00 PM Budget
October 14, 2020	6:00 PM Budget
October 15, 2020	6:00 PM Budget
October 19, 2020	6:00 PM Budget
October 21, 2020	6:30 PM Regular Meeting
October 22, 2020	6:00 PM Budget
October 26, 2020	6:00 PM Budget
October 28, 2020	6:00 PM Budget
October 29, 2020	6:00 PM Budget

Chairman Harriman stated we usually have 7 to 9 days that we assign for reviews.

Ms. Chamberlain stated October 12th is Columbus Day.

The Board agreed to remove this day.

Mr. Senecal stated as long as the books were ready he was fine with these dates.

The Board agreed to keep these dates and if anyone had any conflicts they would let Mr. Pineo know.

Chairman Harriman suggested avoiding back to back nights.

Mr. Pineo agreed.

Ms. Murray stated and we should try to have only 2 meetings a week.

Mr. Senecal questioned if the meetings would be virtual or if they would be meeting at the Town Hall.

Mr. Pineo stated we should discuss although we still have the authority to operate under this mode. If the Board would like we could meet for Budget Reviews in the Great Hall with social distancing measures in place.

Ms. Murray stated we need to have both options available, in person and virtual.

Mr. Pineo agreed. It should be a hybrid model.

Chairman Harriman stated if anyone has a conflict let Mr. Pineo or Ms. Muccio know so we can start scheduling these meetings.

Ms. Murray stated if we have a hybrid meeting then we will need to decide if people should make meals or not.

Other Business

Ms. Murray stated she set the Town Manager's evaluation form to Board members this morning that we used last year and the goals that we used last year for Mr. Pineo. She would like the Board to review the form and if there are any changes that they discuss them on September 16th. All Board Members should complete their evaluation by October 1st so that on October 7th after our board meeting we can go into non-public to have the board discuss so they can decide on the salary for Mr. Pineo for 2021. On October 21st we could sit down and discuss with Mr. Pineo his evaluation and set his 2021 goals. These dates can be changed but we made the commitment to get the Town Manager's salary in the budget by December 1st. This schedule will allow us the time to get the salary into the budget before we give it to the Budget Committee.

The Board agreed.

Mr. O'Brien questioned if Mr. Pineo was going to talk about the Libby Museum numbers.

Mr. Pineo stated he was going to ask for the Trustees to meet to discuss those numbers.

Mr. O'Brien stated this needs to be done before we go to the CIP.

Mr. O'Brien stated he received a phone call from Senator Bradley telling him that Wolfeboro was not selected for any of the CARES money. Senator Bradley did not know why. Mr. O'Brien feels Wolfeboro should receive an answer as to why we were not selected. He is going to write a letter and put it in the Granite State News. He would like to thank the people on Village Corner Brownridge Road, Chick Road and Stoneham Road. He thanked Mr. Pineo, Mr. Sullivan and Mr. Muccio for all their hard work. We were only given 10 days to produce a bid. In the State of New Hampshire 68,000 people do not have Broadband. The State was awarded 14 million dollars and 72% of the money will not be spent. Mr. O'Brien stated he felt bad because we let our citizens down. He is not sure why the Town was denied and he would like to understand why so we can get better. This morning the parent company of Atlantic Broadband was put in a hostile takeover situation by a company out of New York. He is not sure how this will apply to us but he will keep the Board updated. He would like the Board to get together to have some work sessions to discuss the lease of the Railroad Station, the Community Center and the Electric Utility Building. Work sessions are not to make decides but to start to discuss these issues.

Chairman Harriman stated at last night's Planning Board Meeting we decided to establish a Lighting Committee. It will consist of two members of the Planning Board one BOS Member and 2 public members. He asked for volunteer.

Mr. Senecal stated he did not have an open mind about this item so he should not do it.

Ms. Murray stated due to her husband's business she has tried to stay away from this.

The Board discussed and it was decided Chairman Harriman would be part of this committee.

Committee Reports

Ms. Murray stated she attended two to three CIP Meetings with Mr. O'Brien. She attended a Wolfeboro Waters Assessing Sub-Committee Meeting, a Special Events Committee Meeting for Last Night in Wolfeboro and a special EDC Meeting. She helped Mr. Pineo with the interviews for the Finance Director. She meet with Mr. Pineo and the Chamber of Commerce to discuss their lease. She attended her childcare group today and tomorrow there will be a press release informing the public that there are openings at the Wolfeboro Area Children's Center and the Wolfeboro Cooperative Nursery School. Camp Sentinel will be doing a remote program for children and working families. We are starting to look at any funds that are available for children in remote learning and the hybrid situation. It is a great working group and we are moving along quickly.

Mr. Bowers stated if funds are needed check with Ms. Muccio because there should be funds available.

Mr. Senecal stated he attended two Police Commission Meetings. One was a regular meeting and today's meeting had to do with their budget and they were up 5% in their budget. The big thing discussed was how many cruisers they should get and if they should buy or lease them. They will be doing research on this but should have a solid idea by the time they come to their budget. It was a good meeting.

Mr. Bowers stated he did not have any committee meetings.

Mr. O'Brien stated he has attended several CIP Meetings. It is going along well and at tomorrow's meeting we are going to be looking at spreadsheets. The Wolfeboro Waters Committee team has built their work plan. The Cable Franchise team has met several times and we have completed our data request from Atlantic Broadband and a survey will be placed in Electric bills. We will have a call with Atlantic Broadband on Friday and a call with Charter Communications next week.

Chairman Harriman stated he attended a hybrid Planning Board Meeting. Brewster Academy will be doing a renovation of Roger's Hall which is their old gymnasium and this discussed will be continued at our next meeting. He attended a Friends of Libby Museum Meeting which was a work session used to revise our by-laws.

Town Manager Report

Mr. Pineo stated the following:

He attended various CIP Meetings.

We received the updated numbers from Alba Architects about the Libby Museum. We need to have a conversation about this so we should plan on a time when the Libby Trustees can meet.

The Board discussed and decided to meet next Wednesday, September 9th at 6:30 PM.

Ms. Murray stated this is the day of Elections. She wanted to remind the public that Election Day is Tuesday, September 8th from 8:00 AM to 7:00 PM in person or voters can get an absentee ballot the application is online. If there are any questions please contact Pat Waterman. There are a large number of absentee ballots already submitted.

Catriona Lennon asked the Board if she could attend the Libby Museum Trustee's Meeting.

Ms. Murray stated yes. It is a public meeting.

Ms. Lennon stated September 9th will be the night before the CIP Meeting. She questioned if any decisions would be made on what they would be bringing forward to the CIP Meeting.

Mr. O'Brien stated we will try to get some clarity on September 9th. He suggested moving the CIP Meeting to another date.

Ms. Lennon agreed.

Chairman Harriman agreed.

Questions from the Press

Ms. Paquette stated several meetings ago Nancy Hirshberg asked the Board about if they approved of the idea of having residents have the option when they get their electric bill of rounding up to contribute to the Warmth & More Fund. She questioned if this has been completed.

Mr. Pineo stated we have not had the time to address the issue at this time. It is on a list of items to be completed.

Ms. Murray stated the computer program will have to be updated to do this. It is not a simple thing to do.

Mr. O'Brien agreed the software would need an update.

Public Input

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

NA

It was moved by Dave Bowers and seconded by Linda Murray to enter into non-public session. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Dave Bowers – yes, Dave Senecal – yes and Paul O'Brien - yes. Being none opposed, the motion passed.

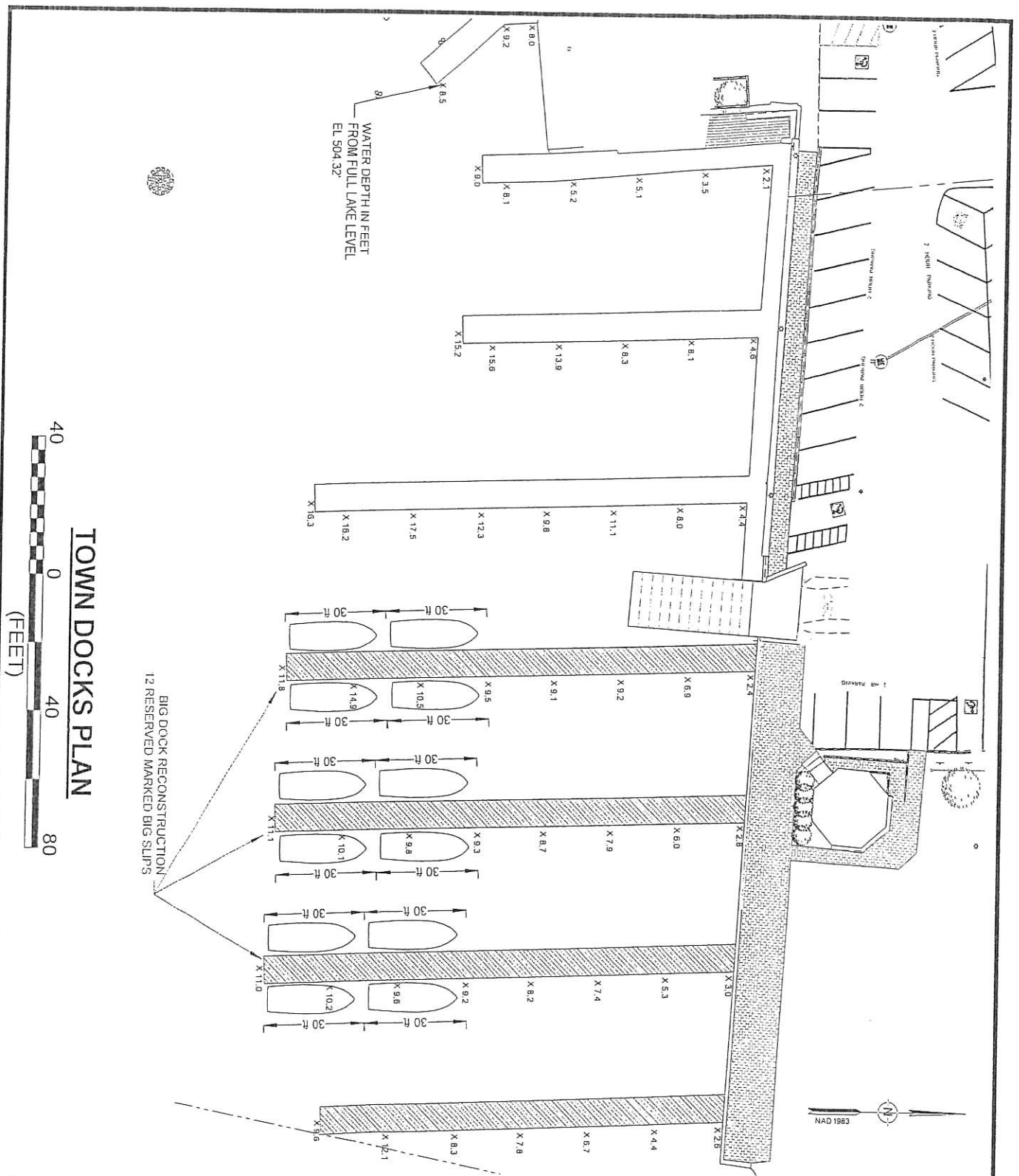
The Board re-entered public session at 8:53 PM.

Dave Bowers moved the Wolfeboro Board of Selectmen to seal the minutes of the September 2, 2020 non-public meeting. Paul O'Brien seconded. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Dave Bowers – yes, Dave Senecal - yes and Paul O'Brien – yes. Being none opposed, the motion passed.

It was moved by Linda Murray and seconded by Chairman Harriman to adjourn at 8:54 PM. Roll call vote, Linda Murray – yes, Brad Harriman – yes, Dave Bowers – yes, Dave Senecal - yes and Paul O'Brien – yes. Being none opposed, the motion passed.

Respectfully Submitted,

Michele Chamberlain



TOWN DOCKS PLAN

40 0 40 80
(FEET)

BIG DOCK RECONSTRUCTION
12 RESERVED MARKED BIG SLIPS

DOCKSIDE
TOWN DOCKS PLAN

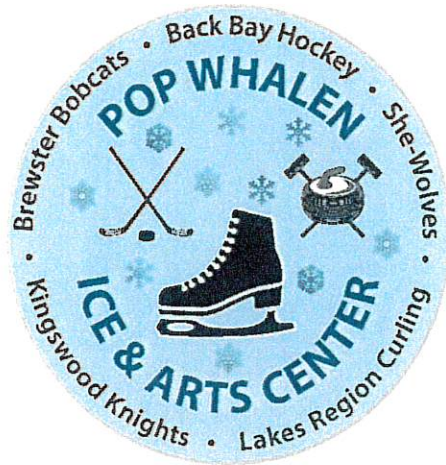
TOWN OF WOLFEBORO
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Dover, New Hampshire 03820
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DATE 5-14-2020
PROJ. 20015

FIGURE 1



COVID-19

Health and Safety Protocols

Pop Whalen Ice & Arts Center is committed to the health and safety of our staff and customers and will continue to monitor the constantly changing recommendations by the CDC, US Government, Local Government and Public Health. We will continue updating our protocols and procedures as announcements and new recommendations are made.

As we begin our re-opening we will need to follow certain federal, state, and local guidelines. We ask for your help in following those guidelines. We will post information on our website and have increase signage around the arena. Thank you in advanced. Stay Healthy!

In the event of a covid-19 outbreak each organization will be informed as soon as possible. It is the organizations responsibility to inform individual families. At that time Pop Whalen will close until it is deemed safe to return to play.

The Pop Whalen Ice & Arts Center will be opening in a phased approach beginning October 13, 2020.

Pop Whalen Ice & Arts Center
390 Pine Hill Road
Wolfeboro, NH 03106

(603) 569-5639

<https://www.wolfeboronh.us/pop-whalen-ice-arts-center>

We sincerely appreciate everyone's patience and understanding as this is an extremely fluid situation in which we will do all we can to everyone's safety is our number one priority.

In the event that someone may need to report a COVID-19 case, please follow CDC Regulations:

<https://www.cdc.gov/coronavirus/2019-ncov/lab/reporting-lab-data.html>

In the event that someone may need to report a COVID-19 incident where you have observed that a person or people are not following the guidelines established here within, please report this through your team's coach or a member of the Pop Whalen Ice & Arts Center's Staff.

1. STAFF AND CUSTOMER HEALTH

COVID-19 SCREENINGS

All customers/staff/spectators: If you answer yes to any of the following questions, you cannot enter the facility.

- 1) Do you have any possible symptoms of COVID-19?
 - a. Fever of 100.4 degrees F or higher in the last 72 hours.
 - b. Respiratory symptoms such as runny nose, sore throat, cough, or shortness of breath.
 - c. Flu-like symptoms such as muscle aches, chills, severe fatigue.
 - d. Changes in a person's sense of taste or smell.

- 2) Have you had any close contact with someone who is suspected or confirmed to have COVID-19 in the past 14 days?

- 3) Have you traveled on the past 14 days either:
 - a. Internationally (outside of the U.S.)
 - b. By cruise ship, or
 - c. Domestically (within the U.S.) outside of New England on public transportation (e.g., bus, train, plane, etc.)

All patrons will have their temperature taken before they can enter the facility. All employees will be screened prior to the beginning of every shift for COVID-19 symptoms and have their temperature checked. Employees who are experiencing any COVID-19 symptoms will be sent home from work immediately. Signage will be posted outside of the main entrance with the above questions in regards to COVID-19 symptoms.

FACE COVERINGS

All employees and patrons ages 2+ entering the facility will be required to wear a face covering such as a cloth or disposable mask to help protect against the spread of the virus. It is recommended by the CDC that anyone ages 2 and up wear a mask. Masks are not required when on the ice. Signage will be posted at the entrance door to the facility. No Mask = No Entry.

PRACTICING SOCIAL DISTANCING

Employees and customers must practice social distancing while in the arena. Please keep at least 6 feet or more between anyone not in your family at all times. We will be adding "6 foot" social distancing markings on the floor throughout the facility for everyone's safety along with marking bleachers to promote social distancing. We will also have green arrows on the floor to help foot traffic flow inside the arena. We will have one entrance door and one exit door, as well as all current emergency exits. Doors may be locked until entry is allowed. Signage will be posted inside the facility.

No teams/groups/athletes outside of New England allowed at competitive sporting events, training sessions, or practices. The exception to this is for those athletes who attend a local school and have quarantined for 14 days prior to entry.

SPECTATORS

We will be allowing (1) parent/guardian (screened and masked) per youth skater into the facility for practices, public skate, and stick practice. Only those participating in practice, public skating, and stick practice are allowed in the facility (expect the one adult per participating youth). No spectators will be allowed for practices for Brewster, Kingswood, Lakes Region Curling, She-Wolves, or Men's League. Spectators are not allow to congregate in the lobby. They must socially distancing at designated spots in the rink. Once the rink has reach capacity no more patrons will be allowed to enter the facility. Please see attached Game Day Protocols for more information regarding games. This is subject to change as the season progresses.

All those who do not qualify to attend practices and games in person are encouraged to subscribe to LiveBarn. LiveBarn is online live streaming service that will broadcast practice and games for all teams that use the facility. We are encouraging spectators to utilize this as an option as rink capacity will be significantly limited this season. Save 10% when you use **promo code: 0ef5-e26a**. Existing subscribers can update their promo code to **0ef5-e26a** within their profile.

2. CLEANING PROTOCOLS

Based on recommendations and guidance from the US Centers of Disease Control and Prevention (CDC) and Federal or State agencies we have increased our cleaning procedures to ensure the health of everyone in our facility and ensure we are taking the appropriate steps to reopen safely.

Public areas and moderate-high touch surfaces will be cleaned and disinfected frequently while the building is occupied. All staff members will be provided COVID-19 safety and cleaning protocols in order to keep our facility as clean and safe as possible.

3. PERSONAL HYGIENE FOR STAFF AND CUSTOMERS

1. Please remember to wash your hands frequently with soap and water for at least 20 seconds.
2. Refrain from touching your face, nose, and mouth.
3. Sneeze and cough into a tissue or if not readily available into your elbow and immediately wash your hands with soap and water or use hand sanitizer.
4. Hand sanitizer stations are located throughout the building. Restrooms are available in our lobby.

4. TEAMS AND PROGRAM GENERAL GUIDELINES

1. Entry into the arena will be 10 minutes before your scheduled ice time.
2. Please arrive fully dressed (except skates and helmet). Locker Rooms will not be available for practices. Please use designated location outside of the facility to put on your skates and any other equipment.
3. Teams must warm up prior to arriving at our facility. If teams choose to warmup outside of the facility they do so at their own risk.
4. All teams are asked to sanitize their hands when they enter the building. Teams must supply sanitizer for their players.
5. Players must bring their own water bottle (labeled with their name).
6. Everyone is asked to practice social distancing off the ice.
7. Player's Facemasks must be worn at all times when not on the ice. This includes in the penalty boxes and bench area. Players are encouraged to purchase a full clear face shield for their helmets. Please see attached document for more information.
8. Coaches are required to wear masks in the facility this includes when on the ice.
9. Officials must wear mask at all times when not on the ice.
10. Practices should be skills and drills based and avoid contact whenever possible.
11. Team huddles are prohibited.
12. After your practice or game, please take your skates off and exit the facility as quickly as possible. Teams must leave the facility within 10 minutes of their ice time ending.
13. No spitting on the ice or anywhere in the facility.

SNACK BAR/FOOD AND BEVERIDGE

1. Closed for the season.
2. Vending machine will be cleaned frequently while the facility is occupied.
3. No outside food is allowed in the facility. Drinks may be brought into the facility, but should clearly labeled with your name.

PUBLIC SKATING, STICK PRACTICE, LAP SKATING

There is no public skating, stick practice, or lap skating at this time. Once we do open up for these programs the following protocols will be in place:

1. Patrons must pre-register to participate in either activity. **No drop ins at this time.**
2. Participants should arrive not earlier than 10 minutes prior to start time.
3. All participants must comply with COVID-19 screening process before entering the facility.
4. Participants must come dressed (except skates).
5. No locker rooms will be available.
6. Participants must leave the facility within 10 minutes following ice time.
7. Walkers are not available at this time.

PRIVATE RENTALS

1. Private rentals will be handle on a case by case basis.
2. Compliance with all protocols/guidelines is required.

TOURNAMENTS

1. Tournaments will be handled on a case by case basis.
2. Compliance with all protocols/guidelines is required.

YOUTH SKATING/LEARN TO SKATE

1. Capacity will be limited.
2. Limit to one parent/guardian accompanying a skater.
3. Restricted to those 5 years old and up (or participated in learn to skate last year).

SKATE SHARPENING

1. Drop off and pick up sharpening only.

Patrons that cannot follow these guidelines will not be allowed to use or enter the facility.

Pop Whalen Ice & Arts Center



Game Day Protocols

Section 4 of the Pop Whalen Health & Safety Protocols should be followed at all times. The following are additional protocols that are specific to games:

1. Locker rooms will only be available for Back Bay Midgets, Kingswood Regional High School, and Brewster Academy games. Showers will remain closed at this time.
2. Locker room five (5) will be the designated home locker room for Brewster Academy games with locker room six (6) being used for the visiting team. Locker room six (6) will be the designated home locker room for Back Bay Midgets and Kingswood Regional High School games with locker room five (5) being used for the visiting team.
3. A divider will be placed in the hallway between locker rooms five (5) & six (6). Those using locker room five will enter the ice through the backside of the building (this is the standard way teams enter the ice). Those using locker rooms six (6) will enter the ice by going through the lobby and entering on the ice on the side of the ice nearest the parks and recreation offices.
4. Officials will use small locker rooms to allow for more social distancing.
5. Players must come dressed and ready to play. There will be a designated area outside of the arena if you need to get ready.
6. All team's must warm up outside of the arena.

****Lobby will only be used for restrooms. Fans (limited to 1 per athlete) must stay in rink area. Markings will be used to promote social distancing. ****

Waiver of Liability, Assumption of Risk and Indemnification Agreement

In consideration of being allowed to participate in programs, related events, or activities at Pop Whalen Ice & Arts Center, including the right to enter and any area within the Pop Whalen Ice & Art Center premises the undersigned acknowledges, appreciates, understands, and agrees, for myself and on behalf of my child(ren), other family members, spouses, estate, heirs, executors/administrators, assigns and personal representatives ("Releasing Parties") that:

1. Visitors to the Pop Whalen Ice & Arts Center inherently risk possible exposure to, and illness from, infectious diseases including, but not limited to, MRSA, influenza, and COVID-19 (collectively "Infectious Diseases"). While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist and the undersigned knowingly and willingly acknowledges the contagious nature of such Infectious Diseases;
2. Pop Whalen Ice & Arts Center cannot prevent you or your child(ren) from becoming exposed to, contracting, or spreading Infectious Diseases while accessing the premises and/or participating in programs, events, and activities at Pop Whalen. It is not possible to entirely prevent against the presence of Infectious Diseases. Therefore, if you choose to enter Pop Whalen premises, you may be exposing yourself to Infectious Diseases and or increasing your risk of contracting or spreading Infectious Diseases;
3. I willingly agree to comply with the stated and customary terms and conditions for participation in regards to protection against Infectious Diseases (including, but not limited to, CDC Guidelines and the NH State Governors Orders related to the same), and will fully comply with any and call protocols set forth by Town of Wolfeboro. If, however, I observe any unusual or significant hazard during my presence or participation, I will remove myself from participation, and bring such to the attention of Pop Whalen Staff immediately;
4. I, for myself and on behalf of the Releasing Parties, HEREBY RELEASE, HOLD HARMLESS, AND AGREE TO INDEMNIFY Pop Whalen Ice & Arts Center (Town of Wolfeboro), employees, other participants, sponsoring agencies, sponsors, advertisers, if applicable, and lessors of premises used to conduct the programs ("Released Parties"), WITH RESPECT TO ANY AND ALL ILLNESS, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF RELEASEES OR OTHERWISE, to the fullest extent permitted by law;
5. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS PERTAINING TO INFECTIOUS DISEASES, both known and unknown, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASEES or others and assume full responsibility for the same;
6. I certify that at any time following the execution of this release, if myself or my child(ren): (1) experience any symptoms of COVID-19 (including, but not limited to

such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell), (2) have tested positive for COVID-19, (3) have come in contact with any individual who tested positive for COVID-19, or (4) have traveled outside the United States within the last 14 days, that I and/or my child(ren) will abstain from entering Pop Whalen Ice & Arts Center premises and will not, under any circumstances travel to the premises for at least thirty (14) days. Furthermore, I certify that if myself or my child(ren) have been diagnosed with COVID-19 that I will not return to the premises until after fourteen (14) days have elapsed from diagnosis and myself or my child(ren) have tested negative for COVID-19; and

7. Irrespective of the above-mentioned Infectious Diseases, I hereby release and agree to hold the Town of Wolfeboro and the Released Parties harmless from, and waive on behalf of myself and the Releasing Parties any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act of the Town of Wolfeboro, or that may otherwise arise in any way in connection with the Town of Wolfeboro. I understand that this release discharges the Town of Wolfeboro from any liability or claim that I, my heirs, or any personal representatives may have against Wolfeboro Parks and Recreation with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from, or in connection to, visiting Pop Whalen Ice & Arts Center, participating in a program at Pop Whalen Ice & Arts Center, or attending an event or activity with the Town of Wolfeboro.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ THIS WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNIFICATION AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS, AND SIGN IT KNOWINGLY, FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Printed Name

Date

Signature