

Wolfeboro Board of Selectmen
Public Meeting Minutes-Unapproved
COVID-19 Meeting- GoToMeeting
April 15, 2020

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

Staff present: Town Manager Jim Pineo, Planning Director Matt Sullivan, Fire Chief Norman Skantze, Parks and Recreation Director Christine Collins, MED Director Barry Muccio, Public Works Dave Ford, Welfare Director Amy Capone-Muccio and Recording Secretary Michele Chamberlain

Vice Chairman Harriman opened the GoToMeeting at 6:30 PM.

Vice 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

Unapproved until voted by Board

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. Brad Harriman - present and alone in the room in his house. Dave Bowers present and alone in the room in his house. Linda Murray - present and alone in a room in her house. Dave Senecal present and alone in the room in his house and Paul O'Brien - present and alone in the room in his house.

Chairman Senecal had issues with his microphone so Vice Chairman Harriman asked to run the meeting.

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

Mr. Pineo stated a non-public session is needed to discuss personnel.

Consideration of Minutes

Vice Chairman Harriman asked for approval from the Board of the April 1, 2020 GoToMeeting Minutes.

It was moved by Linda Murray and seconded by Paul O'Brien to accept the minutes of April 1, 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.

Reorganization of the Board of Selectmen

A. Election of Chairman

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

B. Election of Vice Chairman

It was moved by Linda Murray and seconded by Brad Harriman to nominate Paul O'Brien as the Vice Chairman. Roll call vote Linda Murray - yes, Dave Bowers - yes,

Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

C. Assignment of Selectmen to Town Boards and Committees

Paul O'Brien suggested reappointing people to the same Boards and Committees that everyone is currently serving on.

Dave Bowers seconded.

Linda Murray stated the list has Paul O'Brien serving on the Police Commission but Dave Senecal replaced him on this Board. (See attached list)

Paul O' Brien stated that is Correct.

It was moved by Paul O'Brien and seconded by Linda Murray to reappoint people to the same Boards and Committees but noting that Paul O'Brien was replaced by Dave Senecal on the Police Commission. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

D. Consideration of the Board of Selectmen's Rules of Procedure

Vice Chairman Harriman stated we have been provided with the Rules of Procedure for review.

Linda Murray suggested putting the public input for 3 minutes not to exceed 15 minutes back into the beginning of the meeting. This was also a request from a citizen at one of our meetings recently. She suggested having two sections of public input.

Brad Harriman agreed. He stated if we get the interrupts that we had one year then we might want to revisit.

Dave Bowers stated if there are interrupts we can adjourn the meeting and then reconvene.

Linda Murray stated we can revisit the rules of procedures at any time and make changes if we feel it is necessary.

It was moved by Linda Murray and seconded by Paul O'Brien to add a new number 3 Public Input for 3 minutes each not to exceed 15 minutes after approved public minutes. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Public Hearings

- i. Application of Samuel Avery House , LLC , for tax relief incentives for the renovation of a building pursuant to the Community Revitalization Tax Relief Incentive as provided for in RSA 79-E for the property located at 126 South Main Street - the Samuel Avery House, Tax Map 218, Lot 122.

Vice Chairman Harriman opened the public hearing.

Mr. Pineo stated we received this request in February and it is a very similar request that was just processed for the Pickering House. It has been shown to legal counsel and there are not issues. We have 60 days so we need to make a decision tonight so it stays within the legal timeframe.

Paul O'Brien asked if there was comment from the public.

Mr. Sullivan stated Maggie Stier sent an email saying she was in favor of the Cooke's application for tax relief for the Avery House. She would like to note that the facade would be significantly changed by elimination of two story columns roofline to make the third story to accommodate the apartments. Mr. Sullivan stated the proposed apartments are likely to be changed to commercial space. Ms. Stier stated that she understands the economics and is grateful the building is being saved and rehabilitated.

Vice Chairman Harriman closed the public hearing.

Linda Murray stated we need to decide if it enhances the economic and social vitality of the downtown, it is a substantial rehabilitation, it improves the historic building and it increases energy efficiency. We have to define this in order for it to go into the agreement tonight. She questioned if she was correct.

Mr. Pineo stated that was his understanding as well, that is correct.

It was moved by Linda Murray and seconded by Paul O'Brien to declare the Samuel Avery House LLC, building located at 126 South Main Street has a public benefit to Wolfeboro's downtown because it enhances the economic vitality of the downtown substantially rehabilitates the historic building, increases the energy efficiency of the said building. The rehabilitation of 126 South Main Street is consistent with the Town's 2019 Master Plan. The tax relief period will be from 2021 to 2025 as determined in the 2020 reevaluation. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal- yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Vice Chairman Harriman questioned if they needed to make a motion to close the public hearing that is on their agenda.

Mr. Pineo stated yes, after the motion is adopted then the public hearing will need to be closed.

It was moved by Paul O'Brien and seconded by Linda Murray to close the public hearing according to the application of the Samuel Avery House LLC for tax relief incentives for the renovation to the building pursuant to the Community Revitalization Tax Relief Incentive as provided for in RSA 79-E for the property located at 126 South Main Street- the Samuel Avery House, Tax Map 218, Lot 22. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests

- i. April 3, 2020
- U. April 10, 2020

B. Intent to Cut Wood or Timber

- i. Trotting Track Rd Tax Map 146 Lot 15
- ii. Rt109 Tax Map 136 Lots 1 & 2

C. Property Tax/Credit Exemption (s)

- i. 4 Old Mill Drive Tax Map 231 Lot 74

It was moved by Dave Bowers and seconded by Linda Murray to approve the Bulk Vote Items A - C. 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 Mr. Cooke has just entered the meeting.

Mr. Cooke stated he appreciated that the Board supports the project. If they have any questions he is happy to answer their questions. He stated he was sorry he was late for the meeting.

Vice Chairman Harriman questioned if the Board Members had any questions for Mr. Cooke.

The Board did not have any questions.

Mr. Cooke thanked the Board for their support.

Board Appointments

A. Agricultural Commission

Kurt DeVyder addressed the Board. He stated he would like to be considered for the 3 year term to be an alternate member to the Agricultural Commission. He is very interested in agricultural issues within the Town and will be opening up his parent's farm this May.

Vice Chairman Harriman thanked Mr. DeVyder for donating his time.

Vice Chairman Harriman stated David P. Rogers and Sarah Silk would like to be a members for 3 year terms. Kurt DeVyder would like to be an alternate member for a 3 year term.

It was moved by Linda Murray and seconded by Dave Senecal to appoint David P. Rogers and Sarah Silk to be full members of the Agricultural Commission for 3 year terms. They appointed Kurt DeVyder to become an alternate member for a 3 year term. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Mr. DeVyder thanked the Board.

B. Economic Development Committee

Kathy Tetreault addressed the Board. She stated she has been involved with the Economic Development Committee for a while since she joined the Lakes Region Technology Center. She has lived in Town for 22 years and would like to offer her services to the Town.

It was moved by Linda Murray and seconded by Dave Senecal to nominate Kathy Tetreault to the Economic Development Committee for a 3 year term. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

C. Energy Committee

Vice Chairman Harriman stated James Nupp would like to be appointed to the Energy Committee as an alternate member for a 3 year term.

It was moved by Dave Senecal and seconded by Paul O'Brien to appoint James Nupp to the Energy Committee as an alternate member for a 3 year term. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

D. Milfoil Committee

Vice Chairman Harriman stated the following people would like to be appointed:

Susan Goodwin- member 3 year term
Kathy Barnard - member 3 year term
Marc Martin - member 3 year term
John Russell - member 2 year term
Thomas Ouhrabka - member 2 year term
Rebecca Bartlette - member 2 year term

It was moved by Linda Murray and seconded by Dave Senecal to appoint Susan Goodwin - as a member for a 3 year term. Kathy Barnard as a member for a 3 year term. Marc Martin as a member for a 3 year term. John Russell as a member for a 2 year term. Thomas Ouhrabka as a member for a 2 year term. Rebecca Bartlette as a member for a 2 year term. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal- yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

E. Heritage Commission

Vice Chairman Harriman stated David Bolduc and Vaune Dugan would like to be appointed to the Heritage Commission as members for 3 year terms.

It was moved by Dave Senecal and seconded by Dave Bowers to appoint David Bolduc and Vaune Dugan to the Heritage Commission as members for 3 year terms. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

F. Cable TV Advisory Committee

Vice Chairman Harriman stated the following people would like to be appointed:

Marshall Goldberg - member 2 year term
Lynn Hinchee- member 2 year term
David Wells - member 2 year term
Peter Schneider - member 2 year term

It was moved by Paul O'Brien and seconded by Dave Bowers to appoint Marshall Goldberg, Lynn Hinchee, David Wells and Peter Schneider to the Cable TV Advisory Committee as members for 2 year terms. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

New Business

A. Emergency Management - Status Report

Mr. Pineo stated the work the Emergency Management team has done has been excellent. There has been a lot of collaboration and unique planning. We have an emergency

management plan which is a basic template to deal with the pandemic. However, the template is also a basic component of the process. Chief Skantze and Schelley Rondeau have done a phenomenal job. He thanked Chief Skantze for all the work he has done.

Chief Skantze, Incident Command Chief, addressed the Board. He stated all of the departments that have been assigned to the Incident Command team have attended all the meetings. They have been completing assignments as needed. The Town has a plan that was established in 2018. When we go to revise the plan we will know what things worked and what things we need to revise moving forward. The Emergency Operation Center is still operating under the Federal, State and Local Emergency Declaration. We have an Incident Action Plan that is in play. We have a work plan time every week which we talk about our goals and objectives for the week and deals with issues that have come up during the week. This is a very slow motion emergency. Usually when we talk about emergencies they are fast moving such as weather issues and we are left with damage assessment. This is a slow motion emergency which we need to deal with day in and day out. The Town's EOC is located in the Town's Public Safety Building but because of social distancing and the nature of the COVID-19 we are operating electronically with virtual meetings. This has been a learning curve for everyone that has been participating but it is now a tool we can use moving forward. This emergency has forced all of us to use this realm and get to know each other as emergency managers. The results have been excellent. The regular Town government is still operating. We have made some minor adjustments such as closing the Town offices to the public and wearing protective equipment. We have had some staffing adjustments such as split shifts. The Electric Department has divided into two teams in case of an emergency with people getting sick. The Public Works Department have split people up so they are working out of different buildings. They have one person in a truck instead of two. There have been a lot of things modified but regular Town government activities are continuing as they always have. The EOC is set up to deal with the COVID-19. We are not running the Town. We are advising the Board of Selectmen about the operations related to COVID-19. The Board of Selectmen and the Town Manager are completely in control of running the Town. The issues and decisions the Town Emergency Staff have made are derived from input from working together and looking at the data that is available. New Hampshire has 1,119 cases. There has been approximately 329 people who have recovered from COVID-19 which is 30%. There have been 27 deaths. There are 63 hospitalizations that are related to COVID-19. We have had over 10,000 people that have tested negative for the virus and we have 73 tests pending. We have 2,250 people that are being monitored or quarantined. The action of social distancing by the citizens has helped greatly. We have had interaction with the State EOC on a daily basis and we have developed resources. Carroll County Collation for Public Health have helped us set up a surge hospital which is in place at the Arts Center at Kingswood High School. We will be able to take 50 patients. There has been no signs to activate the surge hospital at this time. We are working with Huggins Hospital to set up volunteers and others to help. Mr. Sullivan sent a letter to businesses in the community relative on how we can be helpful to them and a resource. Mr. Pineo has been providing regular messages to the community. John MacDonald has done a great job with providing information from the State level. At this point our objectives are to support readiness of the alternative care facility and to investigate a second site for another surge hospital. We have an emergency plan to evacuate the ACF site if it becomes

necessary. We have done more planning than anything else but if something happens we will be able to meet the demands. We have secured protective equipment for all departments within the Town. We have stocked PPE for the Town and are working with Huggins Hospital to provide them with PPE through the State and other private companies. We have had a lot of donations and they are greatly appreciated. The EOC staff has become familiar with the operations order that was written by Chief Dean Rondeau so we will be able to work collaboratively when it is up and running. We continue to encourage the community in handwashing and social distancing. We are asking people not to be in groups. This is really tough and we do not know how long this will last but everyone within the community is making the efforts to help.

Mr. Pineo stated we will continue on and this team has excelled during this pandemic. He reminded the citizens that if they had concerns to reach out to his office either by email or telephone. He asked people to please maintain the social distancing and good hygiene of hand washing. He asked people to wear masks when they are out in the public. We need to stop this virus so we can get back to regular life.

B. Non-Judicial Settlement Agreement-Josiah W. Brown Trust

Mr. Pineo stated this is a non-judicial settlement document regarding the Josiah Brown Fund. It outlines some parameters for the trustees to be able to follow. If the Board has any questions we can reach out to legal counsel.

Ms. Murray stated this agreement is related to Brown Hall that Brewster has. We are giving Brown Hall to Brewster Academy with all the requirements within the Trust. It is different from the Josiah Brown Trust that we give the scholarships from.

It was moved by Paul O'Brien and seconded by Dave Senecal for the Board to sign the Non-Judicial Settlement Agreement dated March 11, 2020 as recommended by town counsel. Roll call vote Linda Murray - yes, Dave Bowers - yes, Dave Senecal - yes, Brad Harriman - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

C. Capital Projects Update - Public Works

Dave Ford, Public Works Director, addressed the Board. He reviewed with the Board his Capital Projects Update Report. (See attached sheets)

Carry Beach Parking -2020 - Article 11

He will be meeting with Underwood Engineers next week to finalize the engineering to the construction documents. We hope to have it out to bid by the end of the summer. The shoreline application has been submitted. We need to address the Town septic system. He suggested removing the septic system and putting in upscale port-a potties to minimize the environmental impacts in the area. We are working with a private citizen to upgrade his failed septic system as well. We continue to work on stormwater treatment.

Mr. Ford stated the State has put out a request to know Town's shovel ready projects. The stimulus package may come with money for infrastructure and the State is making a list. This is one of the projects that we put on the list and we may get a grant because it is storm water treatment. We need to move forward with the engineering. There have been some concerns about revenue and construction but we have a few months to make those decisions.

Ms. Murray questioned if the toilets would be taken out of the bathhouse and just make it a changing station.

Mr. Ford stated he will discussion with Parks and Recreation and the State. We might be able to save the tank and use as a pumping chamber. It would be nice to keep the building but not the leach field.

Mr. O'Brien questioned if this was on schedule.

Mr. Ford stated correct. If things get worse financially then we can pull the plug on the construction part but still have the engineering complete.

Mr. O'Brien stated he would like Mr. Ford to tell them which projects are shovel ready.

Mr. Ford agreed.

Town Road Upgrades- 2020 -Article 15

Mr. Ford stated the Town will perform the drainage to Bryant Road due to budget changes. Pine Street and Lehner Street will be finished by the contractor, Lineman. North Wolfeboro Road and Martin Hill Road will just have overlays completed by Frank Carroll. He would like to move forward with the layout extension of the Railroad Avenue Extension. This was delayed because of the museum and the railroad storage building but the public voted in favor this year to Mr. Simms project. Mr. Simms needs to have the infrastructure put in and the road. Mr. Ford questioned if it was okay to continue with the project.

Ms. Murray stated three years ago we did make some decisions on the layout of the road in terms of two way traffic. It would be helpful to review the plan that we decided on before. She asked if the plans could be sent out to the other Board members for their review. Ms. Murray stated Mr. Ford had already sent the plans to her after she requested them this past week.

Mr. Ford stated Mr. Simms has a new setup for his ADA accommodations and ramp. He would like to get that put on the site plan. Mr. Ford questioned if the Board was okay with moving things around so this project gets finished this year.

Ms. Murray agreed.

Mr. O' Brien questioned how Mr. Simms was doing with raising the necessary funds to do the actual construction of the building. It would be nice to know if there is money coming in

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from donors. He questioned if they could have an update from Mr. Simms at their next meeting. We need to know if he has the funds to start the project.

Ms. Murray stated it would be nice to get this finished for the Town as well because we are dealing with parts that are paved and parts that are asphalt.

Mr. Ford agreed. The gravel road gets dusty and messy. This is a project that was put off for a couple of years but is important to get done this year because Mr. Simms did get an LCHIP Grant so the money has to be spent this year. Mr. Ford stated it sounded like Mr. Simms was getting donations.

Mr. O'Brien stated he would like to see the data.

Mr. Ford stated this year is going to be difficult in terms of production. We will take a 20% reduction in production due to the mental health days for workers and other changes made because of the pandemic. We are shooting for getting these projects done but things may change if the crew becomes ill. The Town will perform the drainage to Allen Road. We will be rebuilding gravel roads on Beach Pond Road.

Ms. Murray questioned if Mr. Ford could add a column to his spreadsheet that would be helpful. The Town Roads are warrant articles that are two year appropriations so if they are not finished in 2020 then they can be completed in 2021. She asked if Mr. Ford could put a column showing if the project is bonded and the year the project needs to be completed by.

Mr. Ford stated most of the money will be spent this year. If a project gets can-ied over we have a purchase order. There were funds earned over from 2019 but those funds are designated to Partridge Road, Forest Road and Clarke Road.

Recreational Dock Repairs - 2020 - Article 17

Mr. Ford stated we are working with our engineer (Duncan Mellor) but he has switched companies from Tighe & Bond to Civilworks. We are working with both companies to try to complete the permitting, grant application and final design of Dock Upgrade project. We hope to go out to bid in phases. We are working on some safety issues and there design. He stated he would like to discuss these issues in a work session with the Selectmen at a later time. We had damage this year to the docks by ice. A claim was filed with Primex and repairs have been made. Although the repairs required the removal of an old plastic wood bench and now we are exposing the old concrete abutment that separates the docks from the brick walk. He would like to use Capital Reserve Funds from the Docks and the Dockside Parking lot to fix.

Water Quality Improvements -2020 Article 18

Mr. Ford stated this was layout for assistance for the Cyanobacteria Committee. This was money for the 319 grants.

Mr. Sullivan stated we are also working with the Rust Pond on two potential proposals. The 319 grant funding should be secured and signed by GNC. We just released the RFQ for engineering services for phase 3 last week.

Public Works Vehicle/Equipment Capital Reserve - 2020 Article 20

Mr. Ford stated we have purchased a sidewalk plow and a one ton truck. We are rebuilding our 6 wheel dump trucks.

Building Maintenance Capital Reserve Fund - 2020 Article 22

Mr. Ford stated there is an approximate balance of \$123,000 to \$130,000. He stated Ms. Murray found a few discrepancies. We added \$50,000 to that fund this year. It was proposed to paint the Clark Complex Buildings, Replace Highway Garage Doors and replace roof at Dockside Restaurant. The roof is out to bid now. The Clark Complex Buildings and replacing the Highway Garage Doors are on hold at this time.

Mr. O' Brien questioned the discrepancies.

Ms. Murray stated the discrepancies were not under Building Maintenance Capital Reserve Funds. They were under restrooms. We need to move forward with the painting of the Clark Complex Building.

Mr. Ford stated Ms. Collins has the pricing for this so we can move forward on it.

Mr. O'Brien questioned if it was just a paint job or if structural repairs were needed.

Ms. Collins stated she just signed a purchase order for the painting of the Clark Complex Building which should be on the Town Manager's desk. There are a few boards that need to be fixed on the Schoolhouse.

Mr. Pineo stated we will have this completed before the 4th of July.

Mr. O'Brien questioned when Mr. Ford thought they would hear back about the grant for the Docks.

Mr. Ford stated hopefully in the late spring. It was a grant and we were one of the first to get our application approved. Mr. Ford stated he would check on this to see.

Mr. O' Brien stated he was concerned about the grant money being stopped or postponed.

Water Department Backhoe - 2020 Article 27

Mr. Ford stated the John Deere Backhoe was ordered and should be here next month.

Mr. Bowers stated he would be willing to fund a nature area if Ms. Collins was interested.

Ms. Collins thanked Mr. Bowers.

Electrical Generation Building Study - 2020 Article 35

Mr. Ford stated this article received a lot of support by our citizens. Bergeron Technical Services has approached the Town and offered their assistance. This is on hold due to the pandemic.

Pleasant Valley Road - 2019 Article 12

Mr. Ford stated the site work should be been completed in April and we hope to pave the road in May. The worker that was hurt is recovering from his serious injuries but should have a full recovery.

Mr. O'Brien questioned if there was an OSHA evaluation.

Mr. Ford stated there should be but he has not heard about it. They did meet all NHDOT requirements. It was a freak accident. He could contact the owner to find out. We hope that the project will be completed in May.

Town Road Upgrades - 2019 Article 13

Mr. Ford stated the balance of the account will be spent on Partridge Road BMP's and Forest Road. The work will be scheduled shortly.

Dockside Public Restrooms Upgrades - 2019 Article 15

Mr. Ford stated Milestone has substantially completed the project. The bathrooms could have been opened but we decided not to because we did not think we could open them up safely due to the current State of Emergency. The area is very tight. We had to rip up the whole parking lot to install new water and sewer service. Mr. Roark offered to upgrade the landscaping and put in a pedestrian section. We will be laying a curb tomorrow and hopefully pouring concrete on Friday. We should be putting in the new tree planter next week. Mr. Roark has a 30 foot Red Maple tree coming. We hope to complete the project in May and if the National Emergency ends to have the bathrooms opened as well.

Ms. Murray stated she has some issues with this project. There is a surplus balance and our financial statements for February do not match your amounts. The financial statement shows the project is over by \$1,242.00 so our figures do not match the financial statements.

Mr. Ford questioned where the financial statements came from.

Ms. Murray stated the Finance Director provided the February financial report to the Board. We know have two figures and they are different. She questioned which figure is correct.

Ms. Murray stated we never talked about any of the funds in the warrant article being used for the garden. We talked about the sewer and water. In the October 2nd meeting Dave Senecal stated that Tighe and Bond reported that the curbing needed to be replaced. Dave Ford stated we are not replacing it. We will be reinforcing it with rip rap. She is concerned with us using any money from this warrant article for the garden.

Mr. Ford stated he controls his money by purchase orders and felt that Mr. Neff was a little bit behind on some purchase order adjustments. He felt his numbers were correct. The October 2nd minutes were confusing because Dave Senecal was referring to the work on top and we were talking about the work underneath. The response was we would be fixing that from the outside with the rip rap. We are not spending any money on landscaping. Mr. Roark will be doing the landscaping.

Ms. Murray stated we are talking about putting a box around a tree and granite curbing. If the engineering and construction had not come in lower then there would be no money for this. It was not part of the original project.

Mr. Ford stated he was trying to make it look nice. He thought it had been discussed and the Selectmen had given the green light to move forward. He stated he is SOITY if there was a misunderstanding.

Ms. Murray stated she felt that was not in the wording of the warrant article.

Mr. Ford stated we never put details into warrant articles.

Ms. Murray stated we do not agree on this. She felt this was not part of the agreement that we told the voters. If it was decided then it should have been in the Deliberation Session. We can agree to disagree.

Mr. Ford stated we have been working on the parking lot area for 3 years. We had all kinds of presentations and discussions with Mr. Roark. This was part of a long term plan and he disagreed that it was not discussed. Sometimes we need flexibility to work. He felt he did everything in the best interest of the Town and it was open and honest. He agreed with Ms. Murray that they could agree to disagree.

Ms. Murray stated we should have been clearer in our presentation in October or at the Deliberative Session or there should have been wording in the warrant article. We can agree to disagree.

Mr. Pineo stated Mr. Roark did come to Mr. Ford after all the funds was approved to provide funding for these expenses. It may look like some of these funds were not used for the project as outlined. The project really changed when Mr. Roark came forward with these ideas. He stated he thought they had come before the Board with the changes. He felt this would make a much more aesthetic final project compared to what we would have done had we not had the opportunity to partner with Mr. Roark.

Mr. Bowers stated Mr. Roark is a great asset to our Town.

Mr. O'Brien stated we need to have an alignment between Mr. Ford's numbers and the Finance Department numbers. This needs to be sorted out. Mr. O'Brien stated he is uncomfortable with the numbers not matching. The other question is if the garden was part of the warrant article. Mr. O'Brien questioned the amount of money for the garden.

Ms. Murray stated \$11,000.00.

Mr. Pineo stated that amount is correct.

Mr. O'Brien stated since it was not in the warrant article then maybe we need to find \$11,000.00. He did not feel the work should stop because that is not a good idea. We need to do it right but Ms. Murray is also right as well. We need to find the money to do it right.

Mr. Bowers stated he donated some money to the Town that Ms. Muccio has for spending at her discretion. If the Selectmen agree then they could probably get the funds from that account.

Mr. O'Brien stated he is very concerned with the Public Works Director and the Finance Director having different balances for the project.

Ms. Murray agreed with Mr. O'Brien. She stated we also need to be clear in our warrant articles about what we are using the funds for and if all the money for the construction was spent then there would not have been money for the garden.

Mr. Senecal stated there should have been money in the original budget for curbing, asphalt and re-grading the area by the restaurant. There should be money somewhere from Mr. Ford's proposals because we are not doing part of project and we are doing less.

Mr. Ford stated the money is there in the \$300,000.00. He agreed to do better but that the money is there.

Effluent Disposal Study - 2019 Article 16

Mr. Ford stated there is a lot of work in progress. The financials for this project are not updated because a lot of the financials are behind schedule. We are working with Underwood Engineering on wetland permits. We have a detailed peer review of the design and to make the long term plan stronger for the RIB site. We would like to maximize discharge of the RIB site this summer and the spray area. Then we would shut it all off in August and have a whole year for the site to dry up. We are planning on putting the job out to bid this winter and then have construction in the summer of 2021. We have an opportunity for great funding programs like a 15% loan forgiveness, 2% loan and potentially a 30% grant (SAG). We have a chance at some of the stimulus money so we should make this add traditional. We will move forward with a traditional bid and Underwood

Engineering is working on this now.

Ms. Murray stated she would like to comment on the SAG grant. She stated when we had an economic tum the State did not pay us for the portion of the SAG grant for four years. She is worried about where the economy is right now because the State might do that again.

Mr. Ford agreed with Ms. Murray. He stated the SAG grant might not come through but the 15% forgiveness is a lot of money on 3 million dollars. The SAG money might come through later but what is exciting is the stimulus money. In 2008 and 2009 we received over a million dollars to do RIB's #4 and #5 and upgrades to the plant.

Ms. Murray stated ok.

Mr. Ford stated we created most of these wetlands when we started discharging but because we did not have a detailed map before we started discharge we are having a hard time proving that the wetlands we are altering are wetlands that we made. The options for mitigation are us paying \$90,000.00 to the wetlands fund or putting land into easements. We have looked at a lot of options and we were trying to keep the money in our community but it looks like the red tape will not help us. We are trying to minimize the wetlands that qualify so we can bring the \$90,000.00 down. We met with the Wolfeboro Conservation Commission but we still need to meet with the Tuftonboro Conservation Commission which we hope to do soon after the pandemic is over. We hope to have the final wetland permits submitted this summer and construction in late 2021. We are on track with the Administrative Order and we did get a permit which allows us to get construction done by September 2021. DES was okay with extending it out as long as we are making progress which we are doing. The pilot projects are still being done but we need to fix some of the infrastructure. We are fixing some of the defects on Trench #2 and we are looking at an additional pilot that could save us a lot of money. Some of this work will be ongoing. This project is moving along very nicely.

Ms. Murray questioned the pond level if we shut down the RIB Sites.

Mr. Ford stated he is hoping to draw the pond down to 3 to 7 million gallons by August and after it is shut off for a whole year it will only be at 70 to 75 million gallons. This is a theoretical model. John Burt has done an excellent job managing this money. We have increased the amount by over \$480,000.00. The project should cost 3 million dollars and we have a budget of 3.5 million so we are in good shape.

WWTP Capital Reserve Fund - 2019 Article 20

Mr. Ford stated we did not fund this project this year. We will be working on the electrical engineering.

Water Quality Study - 2019 Article 22

Mr. Ford stated this was the engineering for the beach. Underwood Engineering has done this work. We are working with them on the SOW for construction drawings.

Water Quality Improvements - 2019 Article 28

Mr. Ford stated a PO was issued to Lake Winnepesaukee Association for more detailed work in Wolfeboro on the Watershed Management Plan. The Cyanobacteria Committee has done a lot of testing and volunteer work which has saved us a lot of money. We are under budget and we were able to purchase equipment for testing next year. The Cyanobacteria Committee has a website.

Mr. O'Brien stated the page web is www.wolfeborowaters.com or it can be accessed from the Town website as well.

Sewer Infiltration reduction - 2018 Article 19

Mr. Ford stated this is on hold. The I & I problem has been reduced dramatically with all the work we have done. This is a project that we could consider moving forward if the stimulus money comes through.

Bay Street Sidewalks - 2018 Article 22

Mr. Ford stated alternative plans were developed but the project was put on hold due to funding at the CIP level. We will be moving forward with the surveying and design. The construction plans are on hold.

Center Street Reconstruction - 2013 Article 5

Mr. Ford stated the project is complete but we need to finish PET reporting and reimbursement forms with NHDOT and NHDES.

Other

Mr. Ford stated NHDOT will be moving forward with the overlay project of Route 28 in two phases. Next week they will be working on the area by the Wright Museum to Ossipee Town line. They will start work on Monday on the ADA ramps and crosswalks. They intend to do a 3/4 inch overlay which they hope to start in 3 to 4 weeks. The Town will be responsible for raising gate valves and sewer man holes. Mr. Ford stated he did not think the State ever came back to the Town about the answer to the crosswalks.

Mr. O'Brien stated there was a State worker measuring a few weeks ago by the crosswalk by Seabird. We need to let the citizens know that there will be work done in that area.

Mr. Ford stated it started Monday they will be working on the tip downs.

Ms. Murray questioned if they fixed the tip down on the crosswalk by Carpenter School.

Mr. Ford stated it will be repaired. The second phase of the project from Pickering Comer to the Alton Town line will be an overlay that will be done this summer at night. All of the crosswalks will have ADA ramps and they will be moving the crosswalk at the High School to the south side of the entrance.

Mr. O'Brien questioned if blinking lights will be installed.

Mr. Ford stated an RFB (Rapid Flashing Beacon) will be installed at the Brewster crosswalk but the rest of the crosswalks are not required at this time. In 2023 with the federal money we will be required to put in RFB's.

Mr. Pineo asked Mr. Ford to give the Board and the citizens an update on the water leak in front of the Children's Center.

Mr. Ford thanked Scott Pike, Rod Dempsey and the water crew for their hard work. We had a 6 inch value blow in front of the Children's Center. We have it under control but need to discuss the findings with the Children's Center. We hope to pave the sidewalk next week that we had to rip up.

Ms. Murray stated it was not the main line.

Mr. Ford stated yes. Our guys are working really hard to practice the 6 foot distancing rule and wear personal protective equipment while working. It is really difficult in an emergency. We are working hard and need to remind ourselves about the social distancing. We are getting better each week and continue to improve. We are having single drivers in trucks. He is proud of the crew and the work that they do.

Mr. Pineo thanked the workers and stated they did a phenomenal job.

D. Beach Policy Discussion

Mr. Pineo stated before the pandemic he had been working with Mr. Sullivan, Ms. Collins and Mr. Chaffee on the beach warrant articles. We were brainstorming options. Last week we had a virtual meeting to discuss further some of the provisions in this document before you. (See attached sheet) This is a good template for starting. He thanked Matt Sullivan, Christine Collins and Justin Chafee for their hard work.

Ms. Collins stated this proposal addresses the peak beach season (June 26 - August 15). This is usually when lifeguards start and when the kids go back to school. All of our big events happen during this timeframe. This is a plan we came up with based on our 2020 beach warrant articles within the confines of the approved 2020 budget. This proposal deals with how to manage the beaches with having them be for residents only. We will need to take care of all three beaches not just the two (Carry and Albee) that were voted on because we felt the third beach would be impacted. Brewster Beach harbors our swim team and swim lessons. This proposal addressed all three beaches. The recommendations are:

shortening the open season, modification to daily hours of operation, modification to staff positions and hours, creation of sticker/tag system and construction of gate attendant structures. All beaches will have a Gate and Beach Attendant working from 8:00 AM - 6:00 PM daily. Lifeguards would be staffed during swim lessons but we would not have on duty life guards. All of the beaches are closed currently due to the pandemic but the parking lots are open to allow people to put kayaks in the water. Parks and Recreation would still offer our programs such as Carry Beach on Wednesdays for Day Camp and Brewster Beach, Monday - Thursday for swim lessons. The proposal will have residents greeted by a gate attendant that will provide rules and a trash bag for the carry in carry out trash policy. The gate attendant will be checking tags. Each residency will be allowed up to 3 passes. The tags will be hung on mirrors. Non-residents that attend our programs will be given a temporary pass for the timeframe of the program they are participating in. The tags will be managed through the Department of Parks and Recreation because of the flexibility in hours since we are opened weekends opposed to the Town Hall hours which are Monday - Friday, 8-4. The tags will not be sold at the gate. All signs at the beaches will be updated. There will be four options available for the shoulder seasons, Memorial Day Weekend through June 25th and August 15th through Labor Day. 1) Gates closed until June 25th and bathrooms would remain closed with port-a-potties open. 2) Gates opened and people could use beaches freely but there would be no beach attendants or lifeguards on duty. Bathrooms would be closed but port-a-potties would be open. 3) Manage the facilities with gate attendant and beach attendant at all three beaches. 4) Have a gate attendant and beach attendant at Carry and Albee beaches. The last two options will increase the Parks and Recreation budget. We are looking for input from the Selectmen and would like to adopt this policy in two weeks.

Mr. Sullivan stated we feel it is important to remain respectful to the 2020 budget but the idea of closing off access to the beaches during off season times would not be the best interest of residents or others. Our recommendation is to keep the gates open outside the peak season that is identified in the proposal. We would work with the Police Department to have some general checks completed but we would not have an active enforcement policy for resident's only requirements at the beaches at those peak times. There may be some ordinance changes but we are not rushing into that at this time. Mr. Sullivan stated the 2020 season will be used to educate ourselves and residents on the new procedures of our beaches. It should be a year of flexibility where we educate people so the rules should not be black or white. The objective tonight is to receive some comments from the Board of Selectmen so this can be adopted because the season is just around the corner.

Mr. O'Brien thanked Ms. Collins and Mr. Sullivan for all their hard work. Mr. O'Brien stated we want our beach parking lots to be opened all year long. However, during the summer season (which needs to be defined) we would like to be able to say the beaches are open to residents only for a certain timeframe. Stickers can be purchased through Parks and Recreation or a Solid Waste sticker could be used. He suggested the summer season should be Memorial Day through Labor Day. We would like to suggest a timeframe say 8:00 AM to 7:00 PM for the beaches to be opened for residents only and stickers are needed during this time. He is not happy with the idea that the beaches would not be open to residents for

early morning yoga or at sundown. He questioned if this was correct that the beaches would not be opened.

Ms. Collins stated correct.

Mr. Bowers stated the counter proposal is that we are the tourist center of Lake Winnepesaukee and we invite residents so we need to figure out a good trade off. There is no easy answer for this but we are tourist orientated. We do not want to discourage tourists from coming.

Mr. O'Brien agreed but we have to address the warrant articles. We want to make sure the residents of the Town of Wolfeboro have free and open access to the beaches at any time they want! The issue is during the busy season we need to have access only for residents and the way to get access is to have a sticker.

Mr. Bowers stated there are no auditors at any of these facilities.

Mr. Sullivan stated we are suggesting to audit the beaches at these times. He stated Mr. O'Brien is correct about the peak season usage. We are concerned with hours and morning hours. We are trying to decide if we have access only during the restricted hours to residents or be more flexible and allow residents and others into the facilities before the restricted hours begin. Our concern is if people arrive before the gates are open then how will we manage this situation?

Mr. O'Brien stated he would not worry about that. He is more concerned with telling residents that they can only use the beaches at certain times. He does not want the gate attendants being police officers! He felt it was the responsibility of the Police Department. We want to make this policy so the residents of the Town of Wolfeboro have full access to the beaches!

Ms. Murray thanked Ms. Collins and Mr. Sullivan. It gave her time to think about the different ways the community uses the beaches. One of the reasons the gates were not closed now was the uproar from the citizens of this community when we had a very hot day in May and the gates were closed to their beach. The residents state that they don't want other people on the beaches but it does not say anywhere in the warrant articles residents should be restricted! She agreed with Mr. O'Brien that hours should be set but the gates should be open at all times. She stated we just built new facilities at the Albee Beach and to restrict the use of these restrooms would be difficult. If we have beach attendants then we can control who is on the beach. The issue was the beaches were crowded and over used so residents did not have access to them. The beaches should all be open at all times. People want to use the beaches during all the seasons.

Mr. O'Brien stated people want to use the beaches for ice fishing. Ms. Stier stated she wanted to be able to use the beach and get a parking space.

Ms. Murray stated she looked at this as how the community uses the beaches. What is the need of our businesses? She felt social distancing would still be here this summer. We need to address this.

Mr. O'Brien stated Ms. Murray's microphone went to mute.

Mr. Bowers stated he lives next to Carry Beach and for the last 40 years he has never seen a single problem at Carry Beach.

Ms. Murray stated she agreed with Mr. O'Brien that after the restricted times the gates should be wide open. We have a restroom issue because people use the restrooms at Albee Beach. There is concern about social distancing this summer and how we are going to apply it to our beaches.

Mr. O'Brien agreed. Ms. Collins has a budget to run the beaches from June 26th through August 15th.

Ms. Collins stated correct. This is for staffing purposes because sometimes we don't have high school or college students out of school until then. Then in August a lot of students leave. This proposal is different because we are hiring beach attendants and gate attendants instead of only lifeguards so this might change. We usually open the beaches around Fourth of July and close after the Granite Man Triathlon (mid August). If there are a lot of rain dates beaches can be opened later because funds will be available. This proposal was based on financial circumstances that were available.

Mr. O'Brien stated this is a good proposal. He questioned dates for beaches to be opened and when to be closed. He proposed the dates should be Memorial Day to Labor Day. He knows that Ms. Collins' budget might not be able to do this but we should think about it. What are the hours of operation? We need to set the hours of operation. After that the beaches should be open. We are worried about the summer season and that is the problem we are trying to solve.

Mr. Sullivan questioned the Board about the hours and dates that they choose.

Mr. O'Brien stated he would like to see Memorial Day through Labor Day.

Ms. Murray stated if the beaches are not closed then she is okay with having gate attendants from June 26th through August 15th. The gates need to be open. The public needs to be able to get to the beaches. We have to leave the beaches open to the residents!

Mr. Sullivan stated we could lengthen the hours or elongate the season but Ms. Collins is saying this will be difficult because of staffing issues.

Mr. O'Brien stated Ms. Collins might not have resources for opening Memorial Day through Labor Day. We might not be able to enforce the timeframe but the beaches should be open. We need help to solve this problem.

Ms. Collins agreed the beaches are open from Memorial Day through Labor Day for use but we are talking about hours of operation to manage the warrant articles for residents only. We can keep the gates open but our concern was if gate attendants are not there then people will just go in. This probably will not be a problem for Carry Beach but will be an issue for Albee Beach. She stated she was trying to implement the wishes of the voters for the warrant article. The voters wanted the beach for residents only. This will be hard to do if a gate attendant comes on after people have already arrived at the beach. The proposal was written so her staff members would not have to deal with all the issues. She suggested having the Police Department do some drive-bys in the parking lot to check for stickers. The Albee Beach bathrooms are on a timer system and they are open from Memorial Day to Labor Day. The other two beaches don't have the beaches open until staff members can clean them but we do have portable toilets. This does not seem to be a problem because they are not used as heavily as Albee Beach.

Ms. Murray questioned if Ms. DeVries would like to comment.

Mr. Sullivan stated her microphone is muted but he would read her two questions. What is the Selectmen's response to the vote on the two warrant articles because it is her understanding that the decision would be made in the best interest of the Town of Wolfeboro? We would not see a chain off at Carry Beach when not managed by staff. People would not park on the side of Forest Road.

Mr. O'Brien questioned if Mr. Sullivan could clarify the questions.

Mr. Sullivan stated he was not sure but thought Ms. DeVries felt the Selectmen were required by the warrant articles to put some policies in place. The Selectmen are asking the Town Manager's staff to do this so this is why this proposal was developed. Mr. Sullivan stated he thought the Selectmen were trying to do what was the best for the interests of the voters. He felt Ms. DeVries was asking if Carry Beach would be open during non-peak times or would it be closed. He stated the Selectmen have stated that the beaches would all be open so cars would not be parking on Forest Road.

Ms. DeVries stated her microphone is not working.

Mr. O'Brien stated Ms. Collins was concerned with people driving to Albee Beach at 7:30 AM that did not have a pass.

Ms. Collins stated yes. She would like to know how to address this? Should we call the Police Department? Are we ticketing people?

Ms. Murray stated yes, call the Police. The beach policies state that the Police Department is supposed to reinforce our beach policies. There is a way to fine people as well. The warrant articles stated residents only but they did not want times on when they could get to the beaches. She is clear about this because of the problem last May. We are trying to keep all the residents to be able to use the beaches.

Mr. O'Brien stated he was not comfortable with beach attendants writing parking tickets. The Police Department should handle this. We have mechanisms in place to handle if people are arriving before the beach is open and they are not residents. We want to make sure the residents of Wolfeboro can get to the beaches 24/7/365.

Ms. Murray questioned how will we deal with people that park at Albee Beach to use the Bridge Falls Path. Should they park outside the gate?

Ms. Collins stated if a person is not a resident then they will have to park outside the gate. She suggested an idea for a turn around and we could designate some spots. She spoke with The Nick and suggested they put up signs saying parking for patrons only because we do not want people walking across Route 28.

Mr. Sullivan stated we are talking to NHDOT as well about that concern.

Mr. O'Brien stated yes, that would be a bad idea.

Ms. Collins stated we want to encourage visitors so we will direct them to Wentworth State Park or Brewster Beach. We do not want to say no and then push them away. We want to help them by redirecting them to a spot.

Mr. Harriman stated we have had a lot of discussion on this matter tonight but he would like to discuss this at the next meeting. He questioned if a public hearing was required.

Mr. Pineo stated he would check.

Ms. Murray stated since it was a warrant article she thought it was okay without a public hearing. When we go to change the Ordinance then we will be required to have a public hearing. She would like them to have some thoughts on what they are going to do if social distancing is required this summer. Can we open the beach and maintain social distancing?

The Board agreed to continue this discussion at the next meeting.

Ms. Collins questioned if the Board was okay with the passes versus dump stickers. The passes would capture people at the hotels or people that are in programs. Should we utilize both?

Ms. Murray stated she was fine with either.

Mr. O'Brien felt a Solid Waste ticket should be okay it shows they are a resident.

Ms. Collins stated only 3 dump stickers are given per residency so if a family has four cars how will this be handled. She just wanted to make sure everyone has the correct permit.

Mr. O'Brien stated people will need to plan ahead.

Mr. Pineo stated people with motorcycles or sports cars usually do not have the dump stickers on those vehicles so that is the intent of the stickers.

Mr. O'Brien stated they can get a dump sticker then.

Mr. Senecal agreed and thanked Ms. Collins.

Vice Chairman Harriman stated we will continue this discussion at our next meeting. He thanked Ms. Collins for all her hard work.

E. Assessing Revaluation/full statistical contract

Mr. Pineo stated we received the contract back from the New Hampshire Department of Revenue and Administration for the 2020 Reevaluation. The contractor will be MRI. They are within the budget. There is no provision within the State to not perform the reevaluation based on COVID-19. We have finalized the bond. We plan to hold a kick-off meeting next week. We are still required to do this in 2020. The timeline will be extended to meet the threshold the Board requested.

Vice Chairman Harriman questioned if the Board had any questions.

Mr. Pineo stated the contract will be forwarded to the Board for their electronic signatures.

Other Business

None

Committee Reports

Linda Murray stated she attended two Emergency Operation Center Meetings. She hosted a Milfoil Joint Board Meeting and we discussed what to do with the Dash Unit. We are going to make contact with the Winnepesaukee Association see if they are interested in it. She attended a Friends of Pop Whalen Meeting today and we are getting figures together for the CIP. Last week she attended a Chamber Board Meeting.

Paul O'Brien stated he attended a couple of the Emergency Operation Center Meetings. It is amazing on what our Town has done. He thanked the people that were making masks for the Town. They have made well over a thousand masks for our Town and other towns. He thanked our town employees.

Dave Senecal stated he attended a Zoning Board of Adjustment Meeting.

Dave Bowers stated he is working on regional history including Iron Works in Alton.

Brad Harriman stated he attended a Planning Board Meeting and a Zoning Board of Adjustment Meeting. There was a Wolfeboro Community Television Meeting this morning but he was not able to attend because he was working. The Friends of the Libby Meeting was postponed until next month.

Town Manager's Report

Mr. Pineo stated the following:

He has been busy working with the Emergency Management Team and the Town staff about projects that are coming up to decide which projects we may hold back on. We are having conversations about expenses and revenues. We are working diligently to stay in compliance with meeting the Governor's Orders. We are trying to keep up with everything that is changing. We need to continue to encourage our citizens with social distancing, good hygiene, and if you are out in public please try to wear a mask.

Questions from the Press

Ms. Paquette questioned if they could put the draft proposal of the beach policy on the Parks and Recreation Facebook page or the Town Facebook page so they could encourage public comment. If they have an email or place to leave a comment then the Board could hear their opinions before the next meeting.

Mr. Pineo stated he will discuss that with staff members. It might be extremely difficult to filter all the feedback. He stated we may be able to put out a poll instead.

Mr. Sullivan stated we need to use caution so we are not trying to relitigate what has already been decided. He suggested posting the beach proposal on the Town website for review.

Mr. O'Brien agreed with Mr. Sullivan. We are not asking to revote on the warrant article because voters have already voted.

Ms. Paquette agreed it would be on the implementation.

Public Input

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

Mr. Sullivan read Ms. DeVries comments. 1) What is the Selectmen's opinion on the vote on Carry and Albee Beaches? Are you in agreement on the vote? 2) It will be hard to sell passes if there is still social distancing. 3) The Selectmen have the responsibility to refer to a vote prior to setting new policies. Ms. DeVries stated these are questions that people have asked her. She thanked the Selectmen for their help.

Mr. Sullivan stated he received a text message from a citizen asking how a resident will be defined. A tax bill, electric bill or valid driver's license with a Wolfeboro address will be adequate.

Mr. Pineo suggested having an extra meeting on April 29th.

The Board agreed.

It was moved by Paul O'Brien and seconded by Linda Murray to enter into non-public session under RSA 91-A: 3 II to discuss personnel. 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.

The Board re-entered public session at 10:23 PM.

Linda Murray moved the Wolfeboro Board of Selectmen to seal the minutes of the April 15, 2020 non-public meeting. Paul O'Brien seconded. Roll call vote, Linda Murray- yes, Brad Harriman -yes, Paul O'Brien-yes and Dave Senecal-yes. Being none opposed, the motion passed.

It was moved by Paul O'Brien and seconded by Linda Murray to adjourn at 10:24 PM. Roll call vote, Brad Harriman - yes, Linda Murray - yes and Paul O'Brien - yes. Being none opposed, the motion passed.

Respectfully Submitted,
Michele Chamberlain

Committee	2019	2020
Agricultural Commission	Dave Senecal	
Budget Committee	Paul O'Brien	
Budget Committee alternate	Linda Murray	
Cable TV Advisory Committee		Paul O'Brien
Carroll County Transportation	Dave Senecal	
Chamber of Commerce	Linda Murray	
Chamber of Commerce alternate	Dave Bowers	
Capital Improvement Planning Committee	Paul O'Brien	
Capital Improvement Planning Committee Alternate	Linda Murray	
Conservation Commission Liason	Dave Senecal	
Cyanobacteria Committee	Linda Murray	
Cyanobacteria Committee alternate	Paul O'Brien	
Economic Development Committee	Dave Bowers	
Economic Development Committee Alternate	Linda Murray	
Emergency Manangement Committee	Dave Senecal	
Emergency Manangement Committee alternate	Linda Murray	
Emergency Operations Planning Committee	Dave Senecal	
Emergency Operations Planning Committee	Linda Murray	
Energy Committee	Linda Murray	
Energy Committee Altnerate	Paul O'Brien	
Fisherville Committee	Linda Murray	
Fisherville Committee	Brad Harriman	
Friends of Abenaki	Dave Senecal	
Friends of the Libby Museum	Brad Harriman	
Friends of the Town Hall	Linda Murray	
Hazard Mitigation	Brad Harriman	
Heritage Commission	Dave Bowers	
Libby Museum Trustees	All Members	
Library Liason	Dave Bowers	
Milfoil Control Committee	Linda Murray	
Milfoil Joint Board	Linda Murray	
Negotiations Committee	Dave Senecal	
Planning Board	Brad Harriman	
Planning Board Alternate	Paul O'Brien	
Police Commisison Liason	Paul O'Brien	
Railroad Station Building Committee	Linda Murray	
Railroad Station Building Committee Altenate	Dave Bowers	
Restroom Committee	Linda Murray	
Restroom Committee Alternate	Dave Bowers	
Town Dock Committee	Dave Senecal	
Town Dock Committee Alternate	Paul O'Brien	
Wolfeboro Community TV	Brad Harriman	
Wolfeboro Historical Society	Dave Senecal	
Wolfeboro Historical Society, Alternate	Dave Bowers	

Capital Projects Update Report

4/10/20

YR	Art #	Project	Budget	Spent	Encumbered	Balance	Comments
2020	11	Carry Beach Parking 01-57790-100	\$ 450,000			\$ 450,000	In discussions with UEI about final Engineering for Construction Documents, Shoreline Permit application submitted. Need to address Private Failed septic System adjacent to Beach and Removal of Town Septic System, replaced by septic Port a Jon's
2020	15	Town Road Upgrades 01-57790-104	\$ 850,000		\$ 127,000	\$ 723,000	See attached revised 2020 Road Upgrades. Finish of N. Wolfeboro Rd., Martin Hill Rd., Pine St. & Lehnert St w/ overlays. Town crews to install drainage for Bryant and Allen Road, contract our Grind & Pave. Need to discuss Railroad Ave upgrades in coordination with RR Storage building upgrade project. Need Gravel for Beach Pond Rd upgrades, hold on fire, survey and permit work for Stoneham Rd.
2020	17	Recreational Dock Repairs 01-57790-105	\$ 170,000			\$ 170,000	Working with Duncan Melior formerly W/T & B, now the Civilworks on Permitting. Big grant Application and final design of Dock Upgrade project. Also, Docks damaged by ice, repairs required removal of old, plastic wood bench, exposing the old concrete abutment that separates docks from brick walk. Would like to use Capital Reserve Funds from Docks (2018, balance of \$108,876) and from Dockside Parking lot(2016, balance of \$167,527) to address this issue, to make it safe and to see if we can make it work with future upgrades.
2020	18	Water Quality Improvements 01-57790-106	\$ 55,000			\$ 55,000	
2020	20	Pub Works Vehicle/Equip Cap 01-57790-108	\$ 175,000			\$ 175,000	Note this authorization adds to the current CRF and provided a balance of \$90,735 providing a total of \$265,739. Have purchased sidewalk plow for \$150,200 and 1 ton truck for \$99,520, leaving a balance of \$16,016.
2020	22	Building Maint Capital Reserve 01-57790-110	\$ 50,000			\$ 50,000	2020 Work includes: Planning on Painting Clark Complex Buildings (\$20,000), Replacing Highway Garage Doors (\$10,000) and replacing roof at Dockside Restaurant (\$20,000). Balance with 2020 Authorization is \$173,563, but before 2020 expenditures.
2020	27	Water Dept. Backhoe 02-57790-100	\$ 120,000		\$ 117,500	\$ 2,500	Backhoe was bid out and PO issued to Nortrax for 410L John Deere Backhoe, town received a great municipal discount and quality machine for our budget.
2020	35	Electrical Generation Bldg. Study 01-57790-115	\$ 25,000			\$ 25,000	Bergeron Technical Services has approached Town and would like to assist with this project. PW available to help with Project Management and this phase of project.
2019	12	Pleasant Valley Road Bridge #01-57789-135	\$ 1,240,000	\$ 695,963	\$ 328,380	\$ 215,657	RM Piper, from Plymouth, NH, successful low bid of \$682,631. Quantum Construction Engineering Contract of \$126,764. Schedule as follows: 1- Piper piece pre cast decks in fall and shut site down for winter; 2- remobilizes in mid -march, preparing decks for tensioning and concrete 3- Structural work to continue thru April; 4- Drainage and site work to begin in April; 5- Complete site work and pave road in May.
2019	13	Town Road Upgrades #01-57789-130	\$ 800,000	\$ 641,750	\$ 106,566	\$ 51,684	Balance of budget for Partridge Road BRP's, that work to begin in April. North Wolfeboro Road and Martin Hill overlays in next month or so, weather dependent. Lyman to finish paving on Pine Street and will grind and overlay section of Lehnert Street.
2019	15	Dockside Public Restroom Upgrades #01-57789-145	\$ 150,000	\$ 105,000	\$ 44,000	\$ 1,000	Milestone substantially complete, will complete outside painting in next few weeks, weather dependent. Finishing up site work and new pedestrian/landscape area. Should be complete by May 1
2019	16	Effluent Disposal Study #04-57789-100	\$ 500,000	\$ 15,412	\$ 237,487	\$ 247,101	Successful Meeting with NHDES in May, cautiously moving forward. Conducted PEER review of design and long term plan for RIB site. PEER review comments confirm design and provide areas to strengthen design, reduce cost and assure reliability. Design and Permitting ongoing, construction delayed until 2021. See attached memo
2019	20	WWTP Capital Reserve Fund (CRF) #01-57789-130	\$ 125,000	\$ 125,000		\$ -	W & C completing punch list work on last years upgrades and planning for electrical upgrades later this year or next, depending on cost and balance of CRF.
2019	22	Carry Beach - Water Quality Study #01-57789-165	\$ 50,000	\$ 41,500	\$ 8,500	\$ -	Survey completed, meeting held with P & R; preliminary plans presented to CRP; moving forward with parking lot, road shoulder and beach upgrades to mitigate storm water impacts. Limit amenities upgrades. Septic System to be eliminated and replaced with high end porta joins. Shoreline Permit submitted, working with UEI on SOW for Construction Drawings.
2019	26	Water Quality Improvements #01-57789-100	\$ 50,000	\$ 21,741	\$ 18,400	\$ 9,859	PO issued to Lake Winnepesaukee Association for more detailed work in Wolfeboro on the Watershed Management Plan Over 100 Surface water samples taken and tested, building data base. Purchased some equipment for sampling. Communication sub committee of CBC has procure web design.
2018	19	Sewer Infiltration reduction #04-57788-125	\$ 50,000	\$ 3,538	\$ 30,000	\$ 16,463	Sewer lines cleaned and CTV. Emergency I/I repairs. Developing plans for next sewer infiltration reduction project. PO issued for design
2018	22	Bay Street Sidewalks 01-57788-150	\$ 45,000	\$ 35,741	\$ 9,259	\$ -	Alternative Plans were developed by UEI and 2 stakeholder CS meetings held. Consensus to widen shoulder to minimize impacts and only have sidewalks on lower section. Moving forward with survey and moving design along. Construction plans are on hold.
2013	5	Center Street Reconstruction 01-57770-100	\$ 2,100,000				Project Complete, need to finish PET reporting and reimbursement forms with NHDOT and NHDES
2017	10	Additional Authorization	\$ 543,333				
TOTAL			\$ 2,843,333	\$ 2,218,327	\$ 425,000	\$ 6	Total Project cost will come in under budget authorization. Need to complete paperwork and make request for reimbursement with NHDOT

	2020 Road Upgrades	Revised Budget	Description
1	Bryant Rd	\$ 500,000	Town perform Drainage
2	Pine Street	\$ 27,000	Eng. and overlay
3	Lehner Street	\$ 38,000	Grind and overlay
4	North Wolfeboro Road	\$ 50,000	Overlay
5	Martin Hill Road	\$ 12,000	Overlay
6	Railroad Avenue Extension	\$ 70,000	Rebuild, drainage, includes parking lot (coordinate with RR storage building upgrade)
7	Allen Rd	\$ 110,000	Town perform Drainage
8	Engineering Stoneham Rd	\$ 15,000	Hold: Survey & Permitting Ia
9	Gravel for Beach Pd Rd	\$ 20,000	O & M budget Cut ; Need to rebuild Gravel Roads
9	Contingency	\$ 8,000	
	Total	\$ 850,000	

Dockside Restroom

Updated 4-5-2020

Milestone Eng. & Const.			
11/29/2018			
2018 Authorization		\$ 150,000.00	
PO21377	amt.	\$ 150,000.00	Acct. # 01-57788-145
8/31/2019	\$ 7,440.44		
9/30/2019	\$ 24,235.61		
10/31/2019	\$ 56,136.76		
11/30/2019	\$ 45,296.25		
1/31/2020	\$ 16,890.94		paid and closed 1/31/20
	\$ 150,000.00	\$ 150,000.00	
	Balance	\$ -	
2019 Authorization		\$ 150,000.00	Acct. # 01-57789-145
6/25/2019			Milestone Contract/PO Amt.
PO21395	Amt	\$ 125,063.09	\$ 275,063.09
2/18/2020	\$ 21,605.07		
3/3/2020	\$ 30,768.26		
3/29/2020	\$ 30,000.75		
3/31/2020	\$ 14,842.09		
	\$ 97,216.17		
		\$ 27,846.92	Balance PO as of 4-5-20

Other cost			
ti sales	\$ 2,207.74		Water Meter
HD Supply	\$ 1,445.53		Trench Drain
Matrix	\$ 17,940.00		Stamped Concrete
Rentals/misc.	\$ 1,682.96		Porta Jon, materials
Sub-Total	\$ 23,276.23	\$ 23,276.23	



PARKS AND RECREATION DEPARTMENT

DATE: April 10th, 2020
TO: Wolfeboro Board of Selectmen
FROM: Christine Collins, Park and Recreation Director
SUBJECT: 2020 Beach Action Proposal

Dear Selectmen:

Based on the approved 2020 Beach Warrant Articles, this proposal has been prepared by the Parks and Recreation Department on the behalf of the Board of Selectmen for their review. The intent of this document is to create a system for the new residency/guest requirements which includes recommended changes to staffing and beach management, within the confines of the approved 2020 budget. The successful implementation of this model relies on the ability to lock and unlock beaches on a daily basis and close beaches during inclement weather. While the two (2) petition prescriptively set policy for Carry and Albee Beaches, the intent of this proposal is to set forth a comprehensive plan for all beaches that anticipates residual impacts to the Brewster owned (Town-leased) Brewster Beach and connected Town owned parking lot. This proposal sets forward the following basic recommendations:

- Shortening the open season
- Modification to daily hours of operation
- Modification to staff positions and hours
- Creation of sticker/tag system
- Construction of gate attendant structures

PROPOSAL DETAILS:

DATES OF OPERATION:

The proposed 'open' period is June 26th - August 15th, for a total of 7 weeks, plus training week. In past years, depending on staff, beaches have sometimes remained opened for a longer period. Typically, the Town closes Carry Beach after the Granite Man event, which is the third Saturday in August, then Brewster follows suit with closure. Due to high school students from out of town and college students needing to leave for school earlier than that time, Albee Beach typically remains open until Labor Day. Based on the approved budget, the Department believes 2020 would be a strict seven (7) week 'Open' period during which the beaches would be staffed.

HOURS OPEN FOR PUBLIC ACCESS:

The proposed daily schedule is 8AM-6PM, Sunday- Saturday. Gates will be closed and locked. There will be a Knox Box for emergency personnel access.

STAFF POSITIONS:

Gate Attendant/Beach Attendant- ALL Beaches will have a Gate AND Beach Attendant working from 8AM-6PM, daily. The Beach Attendant would be responsible for monitoring beaches, checking bathrooms regularly, and assisting with parking coordination on busier days.

Lifeguards- Lifeguards will only be present at the following:

- Carry Beach on Wednesdays for Day Camp.
- Brewster Beach, Monday-Thursday, will be staffed by the certified lifeguards of for swim lessons, but there will be no on-duty lifeguards. Guards will be teaching swim lessons and leave once our programs have ended.
- **Please note that all Town Parks and Recreation programs WILL have a guard on site.**

STICKERS/TAG SYSTEM:

PARKS AND RECREATION DEPARTMENT

Town of Wolfeboro Residents and Property Owners will be able to receive up to three (3) individually numbered beach access passes. This sticker/pass is only available to purchase at Parks and Recreation Facility at Pop Whalen Arena, Monday – Saturday from 8AM-3PM. Individuals purchasing a pass must demonstrate proof of residency in one of the following formats:

- Tax Bill
- Utility Bill
- Driver's License or Picture ID

At this time, the Parks and Recreation Department recommends plastic hanging tags to allow families to use passes for different vehicles in the household. There will no cost for residents for their allowed passes. Additional replacement passes will be provided at a cost of \$5.00 each.

For registered lodging entities, one (1) pass per room shall be issued.

Regular annual events such as the Granite Kid Triathlon and Granite Man Triathlon will continue, with temporary exemptions for registrants.

Possible Resident Tag Options-

- 1) <https://www.myparkingpermit.com/fos/custom-parking-permit-hang-tag-for-resident/sku-pp-3440-s27>

Custom tags- Approximate cost per 1,000 tags = \$672.00 = 0.67 per tag.

**This company also offers a temporary tag that is made with a cardstock material. We think this would be a great options for hotels and seasonal rental properties. They can put dates that their guest are booked with properties on them.*

- 2) <https://www.gabpproperty.com/162b.html>

Cheaper option- Not customized, would simply say parking permit and be numbered- approximate cost per 1,000 tags = \$390.00 = 0.39 per tag

GATE ATTENDANT HOUSE:

At beach entrances, the Town will place a Gate Attendant house. The Town is currently in the process of researching designs/pricing. The House would be the location at which the Gate Attendant would greet patrons, check for proper sticker/tag, providing a trash bag, explain the rules, etc. The House would ideally provide electricity within approximately a 6' x 6' building. The 2020 budget does not support this purchase at this time and it would be incorporate into the 2021 budget. Therefore, in 2020, staff would work from a chair with an umbrella and proper identifying clothing and signage.

Example Gate House Options- These are examples of what we are thinking for size/style.

- 1) https://www.gaport.com/guard_houses.htm
- 2) <https://www.panelbuilt.com/parking-booths/>

PROPOSED 2020 BUDGET:

Carry Beach: 10 hours/day X 2 people X \$12.25 average hourly X 7 days a week X 7 weeks = \$12,005
Brewster Beach: 10 hours/day X 2 people X \$12.25 average hourly X 7 days a week X 7 weeks = \$12,005
Albee Beach: 10 hours/day X 2 people X \$12.25 average hourly X 7 days a week X 7 weeks = \$12,005
Carry Beach Lifeguard (Day Camp Only)- 6 hours/day X 2 people X \$12.25 average hourly X 1 day a week X 8 weeks = \$1,176
Head Swim Team Coach- 22 hours/week X 1 person X \$15.00 hourly X 7 weeks = \$2,310
Assistant Swim Team Coach- 22 hours/week X 1 person X \$13.25 hourly X 7 weeks = \$2,040.50
WSI- 25 hours/week X 4 people X \$14.00 average hourly X 6 weeks = \$8,400
Aquatics Director- 40 hours/week X 1 person X \$15.25 hourly X 9 weeks = \$5,490
Weekend Office Staff- 16 hours/week X 1 person X \$14.00 X 10 weeks = \$2,240
TOTAL = \$57,671.50
APPROVED 2020 BUDGET = \$57,538

PARKS AND RECREATION DEPARTMENT

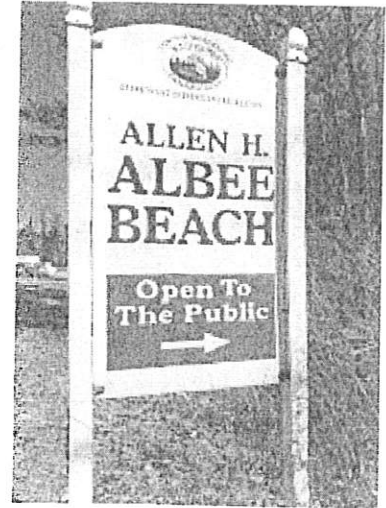
SIGNS:

The Parks and Recreation Department is currently in the process of reviewing all signage at beaches. In the immediate term, signs referencing public access at Carry and Albee Beach, like that shown at right, will be modified to remove references to public access. Roadside signage will be target as wayfinding only, with more detailed 'rules' signage to be available at the Beach Attendant station.

In order to avoid parking prior to Gate Attendant stations, the Town will be installing additional 'No Parking' signage.

WEBSITE/BROCHURE/PUBLIC OUTREACH:

These modifications, if approved, would be posted to the Town of Wolfeboro Website, conveyed to lodging and hotel owners, and included in a mailer as part of the Electricity Bills sent by the Town.



ORDINANCE CHANGES:

Ordinance changes, if necessary, will be proposed later in 2020. This document should be adopted as a Policy of the Selectmen in the interim.

Please let me know if you require any other information at this time.

Sincerely,
Christine Collins
Director of Parks and Recreation

Cc: Town Manager, James Pineo
Matt Sullivan, Director of Planning and Development
Dave Ford, Director of Public Works
Dean Rondeau, Chief of Police

PARKS AND RECREATION DEPARTMENT

SPECIFIC BEACH RECOMMENDATIONS:

ALBEE BEACH:

Albee Beach currently does not have enough room on the driver's side for a Gate House. As a result, the Department is recommending moving the entrance gate and reconfiguring the entrance. The front of the gate area will be useful for a turnaround location for non-pass holders. 'No Parking' signage will be placed in this area to avoid parking and blockage of the turnaround area. The current roadside Albee Beach Sign will be modified to block the "Open to the Public" language. The sign will be formally redone at a later, but the removal of the language should be an effective short term solution for those who may visit.



BREWSTER BEACH:

The Brewster Beach entrance has plenty of area for a Gate House. This beach will be staffed for overcrowding and use load, in addition to ensuring that structured programs such as swim lessons and swim team will not impacted.



CARRY BEACH:

Carry Beach has a very big opening to the parking lot and no gate to lock. We will need to figure this one out. Options- shack in the middle so we have one side in and onside out. Then can chain from the middle to either side to close beach after hours.

