**COVID-19 Task Force Sub- Committee #6**

**Meeting Minutes**

**Draft-May 13, 2020**

**Members present:** BOS liaison Linda Murray, BOS liaison Dave Senecal, Town Manager James S. Pineo, Police Chief Dean Rondeau, Planning and Development Director Matt Sullivan, Department of Public Works Adam Tasker, Wolfeboro Chamber of Commerce Director Mary DeVries and Downtown Restaurant representative Deb Skelley.

**Recording Secretary:** Amelia M Capone-Muccio

**Guests:** N/A

**1. Call to order:** Jim Pineo called the meeting to order at 10:00 AM.

**2. New Business**

# a. Introduction

Mr. Pineo stated the purpose of this Task Force is to discuss options and ideas to provide the public with a safe way to social distance in the downtown business area; the committee should discuss ways to open up public space to provide room for take-out delivery and places to eat in the downtown core.

# b. Sidewalks

Linda Murray suggested proposing that the sidewalks on each side of the street be used in a North and South manner for those walking to allow a way to social distance from each other. She also would like to see the parking spaces utilized for take-out.

Deb Skelley noted that she opened this past weekend and has noticed many cars parked downtown for long periods of time and that will have to be addressed in order to make this work.

Mr. Pineo questioned the parking restrictions and what the Police Department can do about that.

Chief Rondeau replied that the seasonal parking restrictions do not begin for another few weeks by ordinance, but the Department is happy to do what the Board of Selectmen direct them to do. He noted that there are some apartments in town so it is unknown how to address that, but they do have enough staff and grant funds to help enforce what the Town wishes to do. He agrees with the use of parking spaces but is unsure how the North/South sidewalk idea will work. He feels they should provide a consistent campaign for social distancing and the wearing of masks.

Mr. Pineo questioned the turnaround for signs?

Adam Tasker replied plastic signs would be quicker than steel signs that can take two weeks or more to get.

Mrs. Murray questioned if they could use the electronic signs to provide more information.

Chief Rondeau replied that those signs can be used and have the ability to add a lot of words to them.

Mary DeVries noted that comments have been made about some business not requiring the staff to wear masks and it would be nice if the Town had a consistent direction for all and that would also help make the visitors adhere to it. She stated that the restaurants are looking for some guidance and are optimistic about the outside seating. She is not sure the one way sidewalks would work but feels they should provide social distancing signage that is consistent throughout town.

Matt Sullivan stated that the Town is exploring ideas for outside seating and the best way to social distance and the ability to allow some outside seating for those restaurants who do not have the option for outside seating to gain some income. He stated they are working on a revised, temporary permitting process to allow such. He stated they also will have to address the public restrooms and cleaning stations. He suggested at this point focusing on the public spaces they can provide for social distancing.

Chief Rondeau noted that our goal is public education and there are those that feel there is too much government overreach and there are those who are afraid, our approach should be providing the public with best practice information.

Linda Murray stated that she wants to be sure they provide some public space around town to help the businesses and she understands it will be difficult to enforce, but feels the Town should work to have these measures in place for the holiday weekend. She stated the public restrooms may be a challenge and wondered if portable bathrooms would be an option. She stated they should note all the restaurants won’t be able to open to 100% capacity but they should work to provide spaces for takeout.

Chief Rondeau stated there are places the Town owns that could provide green space for dining around Town and feel these locations can be used for take-out by putting out some picnic tables.

Mary DeVries stated these are great ideas and noted that cleaning stations should also be provided.

Mr. Pineo stated he would discuss the inventory of picnic tables with the Recreation Department and putting them in the green spaces for take-out.

Adam Tasker stated he will be meeting with the cleaning company that does the public restrooms to discuss the schedule and be adding the signage to the doors noting that the restrooms are not cleaned after every use. He stated he will be using the barrel attendants’ downtown this year and adding some hours for them to help cover the added cleaning need for both the restrooms and can have them wipe down picnic tables.

Linda Murray suggested adding additional trash barrels in the locations of the picnic tables.

Mr. Pineo questioned social distancing at the Docks and if additional signage should be added there.

Chief Rondeau replied that loitering is covered under the Town Ordinance, but does not feel they will have an issue with loitering there. He stated he has always been in favor of having a Harbor Master at the Docks and would be happy to layout the cost of that it may be something they would like to do in the future.

Dave Senecal stated last weekend there was a lot of boats at the docks but did not see any issues with loitering. He feels they should have additional signage that is important for social distancing as well as upkeep with trash. He is in favor of providing Town space to allow more social distancing for the restaurants to have takeout.

Mr. Pineo replied that the Chief could provide them with a layout of what a Harbor Master would do and the cost to have one.

Mrs. Murray stated she would prefer not to enforce the ordinances with summons, but to provide education and be more friendly and welcoming environment. She noted they do need to discuss the parking.

Deb Skelley noted they do need to get the message out to the downtown businesses to have their employees’ park away from the downtown to allow parking for the customers.

Mary DeVries stated that she has a template for that to send out to the business.

Linda Murray suggested doing both a message from the Chamber and one from the Town of Wolfeboro encouraging the employees to park out of the downtown and wish to enforce the 2 hour parking limits.

Chief Rondeau replied that the Department will have additional grant funds to provide staff to enforce the parking in the downtown this summer.

Mr. Pineo stated that based on today’s discussions they need to meeting again to address the parking and green spaces he suggested May 15th at 10:00 AM. Members agreed.

Being no further business before the Task Force, they adjourned the meeting at 11:23 AM.

# Respectfully submitted,

Amelia Capone Muccio