

**Wolfeboro Board of Selectmen
Meeting Minutes
February 1, 2023**

Members present: Chairman Dave Senecal, Vice Chair Brad Harriman, Luke Freudenberg, Linda Murray, and Brian Deshaies.

Staff present: James S. Pineo, Town Manager, Molly Hatch, Parks and Recreation Program Coordinator.

Chairman Senecal opened the meeting at 6:30 PM.

Mr. Pineo stated a non-public session will be needed under RSA 91 A: 3, II under employment and reputation.

1. Consideration of Minutes

➤ ***December 29, 2022***

Mrs. Murray amended page three, third paragraph from the bottom to correct: "She has concerned that the number is not available, the school board needs to vote on the article prior to the Board, this is the process they should follow".

It was moved by Linda Murray and seconded by Brian Deshaies to amend the Board of Selectmen's meeting minutes of December 29, 2022. Members voted, being all in favor, the motion passed.

➤ ***January 18, 2023***

It was moved by Linda Murray and seconded by Brian Deshaies to approve the Board of Selectmen's meeting minutes of January 18, 2023. Members voted, being all in favor, the motion passed.

2. Public Hearing(s)

Temporary Event Permit applications

- i. **The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro XC Ski Association to host a Nordic Race on February 25, 2023 (weather dates Feb. 26th or March 4th) at the Abenaki Ski Area 309 Pine Hill Road from 8:00 AM to NOON. Permit #2023-9.**

Chairman Senecal opened the public hearing.

Being no one to speak for or against the request, Chairman Senecal closed the public hearing.

Mr. Harriman noted this is an annual request and only one of the weather dates cannot be accommodated due to events at Abenaki on March 4th, the other times work.

It was moved by Brad Harriman and seconded by Linda Murray to issue a temporary event permit for the Wolfeboro XC Ski Association to host a Nordic Race on February 25, 2023 (weather date Feb. 26th) at the Abenaki Ski Area 309 Pine Hill Road from 8:00 AM to NOON. Permit #2023-9. Members voted, being none opposed, the motion passed.

ii. The Wolfeboro Board of Selectmen to consider a temporary event permit for the First Congregational Church of Wolfeboro to host morning worship service in Cate Park from May 28 to September 24, 2023 (Sunday mornings) from 7:30 AM to 9:30 AM. Permit #2023-10.

Chairman Senecal opened the public hearing.

Megan Gagan, representing the First Congregational Church, addressed the Board to speak to the permit which is an annual request to hold workshop in Cate Park.

Being no others to speak for or against the permit, Chairman Senecal closed the public hearing.

It was moved by Luke Freudenberg and seconded by Brian Deshaies to issue a temporary event permit for the First Congregational Church of Wolfeboro to host morning worship service in Cate Park from May 28 to September 24, 2023 (Sunday mornings) from 7:30 AM to 9:30 AM. Permit #2023-10. Members voted, being none opposed, the motion passed.

iii. The Wolfeboro Board of Selectmen to consider a temporary event permit for the First Congregational Church of Wolfeboro to host an Easter worship service at Albee Beach on April 9, 2023, from 4:45 AM to 7:00 AM. Permit #2023-11

Chairman Senecal opened the public hearing.

Megan Gagan addressed the Board; this is also the same event as in years past.

Being no others to speak for against the permit, Chairman Senecal closed the public hearing.

It was moved by Luke Freudenberg and seconded by Brian Deshaies to issue a temporary event permit for the First Congregational Church of Wolfeboro to host an Easter worship service at Albee Beach on April 9, 2023, from 4:45 AM to 7:00 AM. Permit #2023-11. Members voted, being all in favor, the motion passed.

iv. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on June 10, 2023 (rain date June 11th) from 11:00 AM to 3:00 PM. Permit #2023-12.

Chairman Senecal opened the public hearing.

Pat Hodder addressed the Board to speak to this and the following permits for annual antique fairs at the museum.

Mrs. Murray stated that notice was give to both John Burt and Bob Tougher and neither one expressed any concern with this event.

Being no others to speak for or against the permit, Chairman Senecal closed the public hearing.

It was moved by Brian Deshaies and seconded by Luke Freudenberg to issue event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on June 10, 2023 (rain date June 11th) from 11:00 AM to 3:00 PM. Permit #2023-12. Members voted, being none opposed, the motion passed.

v. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on July 8, 2023 (rain date July 9th) from 11:00 AM to 3:00 PM. Permit #2023-13.

Chairman Senecal opened the public hearing.

Pat Hodder addressed the Board to speak to this and the following permits for annual antique fairs at the museum.

Being no others to speak for or against the permit, Chairman Senecal closed the public hearing.

It was moved by Brian Deshaies and seconded by Luke Freudenberg to issue a temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on July 8, 2023 (rain date July 9th) from 11:00 AM to 3:00 PM. Permit #2023-13. Members voted, being none opposed, the motion passed.

vi. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on August 12, 2023 (rain date August 13th) from 11:00 AM to 3:00 PM. Permit #2023-14.

Chairman Senecal opened the public hearing.

Pat Hodder addressed the Board to speak to this and the following permits for annual antique fairs at the museum.

Being no others to speak for or against the permit, Chairman Senecal closed the public hearing.

It was moved by Brian Deshaies and seconded by Luke Freudenberg to issue temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on August 12, 2023 (rain date August 13th) from 11:00 AM to 3:00 PM. Permit #2023-14. Members voted, being none opposed, the motion passed.

vii. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on October 7, 2023 (rain date October 8th) from 11:00 AM to 3:00 PM. Permit #2023-15.

Chairman Senecal opened the public hearing.

Pat Hodder addressed the Board to speak to this and the following permits for annual antique fairs at the museum.

Being no others to speak for or against the permit, Chairman Senecal closed the public hearing.

It was moved by Brian Deshaies and seconded by Brad Harriman to issue temporary event permit for the Wolfeboro Historical Society to hold an antique fair at the Clark Museum complex on October 7, 2023 (rain date October 8th) from 11:00 AM to 3:00 PM. Permit #2023-15. Members voted, being none opposed, the motion passed.

3. Bulk Vote

- A. Weekly Manifests
 - i. January 20, 2023, \$ 1,259,756.54
 - ii. January 26, 2023, \$ 464,226.15
- B. Property Tax Refunds and Abatements
 - i. 12 Camp School Rd 2022 #24 Tax Map 245 Lot 25 \$897
 - ii. 11 Osseo Drive 2022#23 Tax Map 172 Lot 58 \$25.99
- C. Application for Current Use Assessment
 - i. Springfield Point Rd Tax Map 266 Lot 4-1, 4-2, 04-4
4-5 & 4-6
 - ii. 565 Brown's Ridge Rd Tax Map 49 Lot 4
- D. Intent to Cut Warrant
 - i. New Garden Rd Tax Map 255 Lot 4
- E. Property Tax Credit/Exemptions
 - i. 539 North Main St Tax Map 158 Lot 33

It was moved by Linda Murray and seconded by Brian Deshaies to approve Bulk vote items A-E. Members voted, being none opposed, the motion passed.

4. Board/Committee Appointments:

Resignations

- i. Ronn Bronzetti Heritage Commission
- ii. Cindy Melanson Heritage Commission (not renewing)
- iii. John Burt Budget Committee

It was moved by Luke Freudenberg and seconded by Brian Deshaies to accept the resignation of Ronn Bronzetti from the Heritage Commission and John Burt from the Budget Committee; Cindy Melanson will not be renewing at the end of her term. Members voted, all in favor, the motion passed.

5. New Business

A. Approvals: 2023 Hawkers and Peddlers permits locations #1, 2 & 3

Chairman Senecal stated that spots 1, 2 & 3 were renewed by the current permit holders. Location #4 was not renewed and will be advertised.

Mrs. Murray stated that Allie Caps needs to submit a copy of their state permit for approval.

It was moved by Linda Murray and seconded by Luke Freudenberg to issue a Hawkers and Peddlers permit for 2023 to Robert Dolenqwwicz for spots 1 & 2 and to issue a Hawkers and

Peddlers permit for 2023 to Allie Cooper for spot #3 (contingent upon receiving a copy of the state permit). Members voted, being all in favor, the motion passed.

B. Approval: Pop Whalen Rates

Mr. Pineo introduced the topic of updating the rates for Pop Whalen for the upcoming season of 2023/2024. As stated in his memo dated January 27, 2023 (see attached). He stated the hope is these proposed increases will help make the fund more self-sustainable.

Mrs. Murray stated that \$1,200 for a daily rate seems out of whack from the hourly rate. They need the definition of a full day event.

Mr. Pineo stated that Molly may be able to speak to this proposal he understands it to be one rate for an all day use vs. just for an hour.

Molly Hatch addressed the Board and stated she can not speak to how the rates were calculated, but understands the department based increases on comparing with other rinks.

Mrs. Murray stated she can not support that proposal without further information.

Chairman Senecal replied it is probably for something that would be a longer day event like a corn hole tournament vs. just someone wanting to use the ice for an hour.

Mr. Deshaies agrees it probably depends on group size but should get that clarity.

Mr. Pineo will take that back to the staff for clarity. He stated the Board could move forward with recommendations for one and two.

Victor Drouin addressed the Board and stated the Friends of Pop Whalen have discussed what validates the rink as a four-season facility. The goal is \$30,000 in revenue for the summer months and can do that with Pickleball and Corn Hole. He stated they looked at several options for rentals such punch cards or memberships, but updating the scheduling process should be the autonomy to get rates done. It needs to be flexible moving forward and in the long term they need to think of more programs in the off season. He stated some arenas do gun shows and flower shows, that would be a \$1,500 a day fee.

Chairman Senecal suggested the move forward with discussing the ice rates and table the day rates pending further information.

It was moved by Linda Murray and seconded by Brad Harriman to table the day rate pending further information from Parks and Recreation. Members voted, being none opposed, the motion passed.

Mr. Pineo stated that there is recommendation to increase the non-prime ice rate by 1% and the prime ice rate by 9.3%.

Mr. Harriman stated this is a good start to get them more in line with comparable ice rates as noted in the back up material. He supports the need to get closer to the fair market rates.

Mrs. Murray agreed, they need to raise the rates but should do so gradually.

Mr. Drouin stated the bulk of our rates are at the low rate and Wolfeboro is the only rink that has staggered rates and doesn't know why we have them. He feels they should come to one rate to make it easier to budget and recommends blending rates. He stated he's run the adult league for years with 66 players and four teams, they have figure skating and the She Wolves are back at the rink. He is concerned about the expense side and there are some things needed. He stated without management at the rink with eyes on the operation and being an absentee manager, it's not a good plan. The staffing is not done well and needs a hard, hard look and he'll try to keep that as brief as possible right now but that needs a lot of work and attention. He recommends upping the non-prime rate by more than \$2.

Mrs. Murray stated she would have no problem increasing the non-prime rate and bringing down the prime rate to bring the two rates closer together.

Mr. Drouin replied yes they could do that, those that would be affected the most are the schools and even if they did a non-prime rate of \$205 and prime of \$235 they would still end up with more money.

Mr. Deshaies recommends non-prime at \$205 and prime at \$235 because they would still be a reasonable rate.

Mr. Drouin stated \$235 is well below everyone else in the state that is not funded by a prep school.

Chairman Senecal questioned if the Board wants to revisit the prime and non-prime rate?

Mr. Drouin replied that \$205 which is up, from what is proposed. He stated that there are some equipment needs in the department. Currently a washer is rented to prep the ice and he feels it would be cheaper to buy this at \$6,000 vs renting and they could use it more often. He feels this is an enterprise fund and they should be given more autonomy. He also feels a secondary online platform for booking rentals is needed in order to maximize rentals at the facility. He recommends a booking system without an expense side.

Mr. Deshaies questioned if this would have the ability to accommodate the rate changes.

Mr. Drouin replied yes, it would have custom features to fill the voids in use and be a free service.

It was moved by Brad Harriman and seconded by Brian Deshaies to set the non-prime ice rates at \$205 per hour and prime to \$235 per hour. Members voted, being none opposed, the motion passed.

Mrs. Murray stated the Board will revisit the definition of the day rental.

C. Discussion: Wolfeboro Single Track Alliance - request for information

Mr. Pineo stated he has provided the Board with a draft letter based on recommendations from members to Wolfeboro Single Track Alliance for information requested.

Mrs. Murray stated she does not feel the Board needs the agreement with Lakes Region Conservation Trust since it is not Town land, but any agreements relative to Town land she feels we need. She stated the petition Warrant Article references funding that she can't understand how they got to that figure. She'd like to see the funds that were donated and the funds that were spent.

Mr. Deshaies stated this is why the Town should have this information. He understands we plan to use the tax assessing card system to track the agreements going forward so they can locate these documents in fifteen years from now.

Mr. Pineo clarified they will be only doing that for Town properties.

Mr. Deshaies that he has asked for the license agreement between the Town of Wolfeboro and the XC Ski association and no one seems to be able to locate it. He like to see the agreement between the Conservation Commission and the Wolfeboro Single Track Alliance, the agreement between Wolfeboro Single Track and the Wolfeboro Pathways Committee for the funds donated to maintain the trails in the future and he has yet to see any of them.

Mrs. Murray agrees with him on all but the one from Lakes Region Conservation Trust.

Mr. Deshaies stated, it is the Towns Fire/Rescue department that will make the rescue for anyone on those trails, the Town should be able to see the agreement. He stated he recently had a conversation with Maine Trail Builders regarding the agreement Andrew Lester had to build the trails and he was told that they were to build trails like Highland Park which is much bigger and has a fee to use. He stated they have a lift system to access the trails and each person must sign a waiver. He stated that some of the recommendations to make the trails safer were not done, (like the rocks lining the trails). He also found out from the large donation they are to receive is not actually all donated to them, but more donated as they go and build trails. He stated that if they no longer have volunteers in the future for these trails, the Town will need to budget \$10,000 for maintenance at Abenaki and \$20,000 at Fernald Crossing. He feels the Town needs to be aware of all this information and should know the financial status of the group managing it.

Mrs. Murray agreed they need to see the tax return and they need to know what the \$170,000 is and what is expected so she can provide informative answers to the taxpayers.

Mr. Deshaies stated from now on he will be a hard no on any donations to the Town without the proper process. He is tired of the do it first and ask for apology later.

Mrs. Murray agreed they are backwards on this project and somehow those trails were built on Town property and the Board had no say on it. She agrees they need to provide the Town with the information and in the future, they need to make sure they do things the right way.

Mr. Pineo stated he is looking for direction on the letter.

Mr. Freudenberg agreed with Mrs. Murray.

Mr. Harriman also agreed with Mrs. Murray he does not feel they need Lakes Region Conservation Trusts' information, but they do need the rest of what is requested.

Mr. Deshaies stated that he disagrees there is a \$42,000 MOU that seems to be nonexistent, and those funds were supposed to be used for stone dust on Sewall Woods and one mile of trail on Abenaki.

Mrs. Murray replied that group should be ensuring the money is spent to the intent and if on Town land then we should know about it. She finds it strange no one will provide him with the MOU.

It was moved by Brian Deshaies and seconded by Dave Senecal to move forward with the letter excluding the Lakes Region Conservation Trust agreement and including the accounting of the \$42,000 from the pathways committee. Members voted, being all in favor, the motion passed.

Mrs. Murray stated she is fine to ask but feels they need to be careful not to be getting into others 'business.

D. Discussion: Updated Guidelines for Josiah Brown Scholarship

Mr. Pineo the Board has had previous discussion and some review was look into for increasing the scholarship limits both with other scholarships and poverty limits. The proposed updated guidelines are presented to be at 300% of the poverty level.

Mrs. Murray agreed, she noted that the asset level was increased from \$75,000 to \$100,000 and she agrees they would like to award students of the community scholarships.

It was moved by Linda Murray and seconded by Luke Freudenberg to accept the revised Josiah Brown Scholarship guidelines as presented. Members voted, being none opposed, the motion passed.

E. Approval: \$8,000 from Abenaki Capital Reserve for rope tow motor

Mr. Pineo stated the rope tow motor at Abenaki is running on two cylinders. This motor is no longer made, and the Friends of Abenaki found one that is rebuilt and can be shipped at the cost of \$8,000.

Mr. Harriman questioned the time frame of the installation.

Mr. Pineo replied he believes it is already on its way here.

Mr. Deshaies questioned if they would sent back our core to be rebuilt.

Mr. Pineo replied that they have already started the process of moving to the next phase of switching to an electric motor.

Mrs. Murray stated she would like to see an accounting of the Abenaki fund that includes this expenditure and the lights and she would also like to see the plan for the transition to the new motor.

It was moved by Dave Senecal and seconded by Brian Deshaies to authorize and expenditure of up to \$8,000 from the Abenaki Capital Reserve Fund for the purchase of a motor for the rope tow.

6. Other Business

Mr. Deshaies questioned the status of the Railroad Avenue layout.

Mrs. Murray agreed and the easements. She stated she wants to be sure they are not changing anything with regards to the boundary line of the shed, the Board did not agree to give away that land.

Mr. Pineo replied this is currently with the surveyor and Town attorney stage, he expects to have something back in the March or April timeframe.

Mrs. Murray stated that the 2021 Charette follow up committee has two requests from a recent meeting; one is that before plans are put in place for the former MED power plant building, that there is some inquiry to how the contaminated parts of the site will be addressed including with NH DES. The Committee feels before moving forward that cost should be known.

Mr. Pineo stated that he met with Tighe and Bond last week to discuss the future of that site to included discuss on that very topic. He stated that the plan right now is to work with Tighe and Bond to get a scope of work on how the site can be used as a community center and that will include the

hazardous materials on the site. This work will develop into and requests for proposals and the cost of that will be brought to the board. All of this is pre-cursor work heading into the next CIP process.

Mrs. Murray stated the second request of the committee is to update the path from Bridge Falls Path that access Foss Field to the parking lot. Both in width and top material. She stated this stemmed from discussions that Hunter's IGA will not be available this summer and boaters will need clear path to Harvest Market.

Mr. Deshaies suggested that this work be done in conjunction with upgrading of the lights on Bridge Falls Path.

7. Committee Reports

Mr. Deshaies, Mr. Freudenberg, and Mr. Senecal did not have any meetings since the Boards last meeting.

Mrs. Murray had two library search committee meetings, attended the WEDCO retirement party for Denise Roy Palmer, attended a School Board meeting discussing both Pop Whalen locker rooms and the SRO position and a Friends of Pop Whalen meeting.

Mr. Harriman had a Friends of the Libby Museum meeting, met with Cobb Hill at the Libby and last he reported the Friends of the Libby have secured the \$2.2 million dollars needed for the Libby Museum expansion and renovation and \$50,000 towards the endowment fund.

8. Town Manager's Report

Mr. Pineo reported that the Board has been provided with the Deliberative Session presentation and noted a change to Fire Truck Warrant Article place on the warrant per NH DRA. The Deliberative session is Tuesday, February 7, 2023, at 7 PM. The Public Safety Building open house will be Thursday, February 16th, 2023, from 5 PM to 7 PM.

Mrs. Murray noted she believes the NH DOT Rt 28 meeting is also on February 16th.

9. Questions from the Press

Elissa Paquette questioned if the Warrant Articles will be listed on the website before the Deliberative session.

Mr. Pineo replied he believes they already are.

10. Public Input (Limited to 3 minutes per person and not to exceed 15 minutes in total)

Anne Blodgett addressed the Board to speak to Warrant Article #38 to create a Parks and Recreation Commission. She provided the Board with some back up information and to state she does not have a agenda or needs to be involved but is a way to help gain volunteers and support the department. She thinks this will be helpful for the Parks and Recreation Department and that many other Towns in NH have them and most where surprised Wolfeboro did not.

Mr. Deshaies questioned if it must be a commission or can it be a committee.

Ms. Blodgett replied the verbiage is for a commission and dictated by RSA. She thanked Suzanne Ryan and others for their support on this article.

Mr. Deshaies questioned how many other Towns have commissions that are the same size and government as Wolfeboro.

Ms. Blodgett replied there are 12 Towns with the Town Manager form of government and some of them have commissions.

It was moved by Chairman Senecal and seconded by Linda Murray to enter into non-public session under RSA 91-A3 II to discuss employees and reputation at 8:10 PM. Roll call vote, Brian Deshaies – yes, Luke Freudenberg – yes, Linda Murray – yes, Brad Harriman – yes, Dave Senecal – yes, being none opposed, the motion passed.

The Board re-entered public session at 8:58 PM.

Luke Freudenberg moved the Wolfeboro Board of Selectmen to seal the minutes of the February 1, 2023, non-public meeting Brian Deshaies seconded. Members voted, being none opposed, the motion passed.

It was moved by Dave Senecal and seconded by Brad Harriman to adjourn at 8:48 PM. Members voted, being none opposed, the motion passed.

Respectfully Submitted,
Amy Capone Muccio