

MINUTES
Wolfeboro Select Board Meeting
Wednesday, May 3, 2023, 6:30 p.m.
In-Person Session at the Great Hall 2nd Floor, 9 Union St. Wolfeboro

6:30 PM-Regular Session

BoS members present: Chairman Brad Harriman, Brian Deshaies, Luke Freudenberg, Linda Murray, David Senecal

Staff present: Town Manager James Pineo; Parks and Recreation Director Christine Collins, Wolfeboro Fire Chief Tom Zotti.

Chairman Harriman calls meeting to order.

Mr. Harriman asks if non-public session is needed.

Mr. Pineo: Yes : **Non-Public Session RSA 91-A:3IIb, hiring; RSA 91-A:3IIe- pending litigation.**

1. Consideration of Minutes

i. April 12, 2023- Special Meeting

Mrs. Murray motion to approve; second Mr. Freudenberg.

Approved 5-0

ii. April 19, 2023 Regular Meeting

Mr. Harriman– Page 13: second paragraph- Mr. Harriman- should be TENNIS courts not pickleball courts.

Mrs. Murray Motion to approve as amended; Second Mr. Senecal

Approved 5-0

2. Public Hearing(s)

Input on dockside parking for summer of 2023: We got so for comments and questions.

Mr. Pineo: BoS and police commission met two months ago; talked about parking in downtown area. As a result, Mr. Pineo and Lt. Guy Maloney were given directives and did leg work and provide some recommendations to BoS. Last meeting, reported on options:

- a paid pilot project in dockside area for one year.
- Then evaluate whether to continue or expand the program or discontinue the program.

BoS expressed desire to get input from citizens and people who use that parking lot, What we'd like to hear from public:

1. Should the Town of Wolfeboro do a paid parking PILOT program in dockside area?
2. Should the Town of Wolfeboro update the restricted parking time limits?
3. Should the Town of Wolfeboro enforce the parking ordinance and fines?

Mr. Harriman opens public hearing; come up to microphone, identify yourself – and we'll go from there.

Brodie Deshaies, resident: Grievances with pilot program; Has a lot of issues with any paid parking. Does not want pay parking; 25 dockside parking spots - people will avoid parking there; increased competition for free spots elsewhere and municipal lots. Congestion will increase because of paid parking while people drive around looking for free spots. Says businesses near town dock stores/businesses could lose foot traffic. Town is incentivizing those to shop/park elsewhere. Wants Wolfeboro to stay the way it is with free parking. If people have to pay for parking, they might not want to come to town. Never heard anyone push for paid parking in Wolfeboro.

Enforcement is not happening and should. Double taxation for town residents who already pay for infrastructure. Now, they'd have to pay a second time.

Thanks to Molly/Jolly Wolfeboro Trolley Co. for taking initiative; working with town and public/private partnership for working to help relieve parking issues with trolley from the Kingswood Arts Center.

Encourages town, WPD and police commissioners to enforce current ordinances. If making them stricter or coming up with innovative solutions to enforce ordinances is the right thing to do.

Doug Breskin, resident: Pilot program would also call for enforcement – which may go a long way to achieve what you want. Since enforcement hasn't happened for some time, suggests an introductory period – violators would get warnings instead of fines at first.

Jody Persson, resident: questions- what are you trying to do with pilot program? Parking time limits? What's function of paid parking?

Mr. Harriman: Idea is to give law enforcement ability to monitor parking at dockside. Marking of tires being challenged in courts; so no good way for police to monitor parking times (two hours or whatever). Pilot program can see if it will work or not; not about raising revenue. Just want to cover cost of the system and give us the tools to hopefully keep them from parking there all day long. Open it up for people to use shops, stores.

Mr. Persson: With reference to Main Street crosswalks – parking up to crosswalks is an issue. Safety issue for pedestrians crossing Main St. Suggests that should be looked into.

Mr. Harriman says the issue is on our radar.

Mrs. Murray: (to Mr. Persson) Are you in favor of enforcing current parking ordinances?

Mr. Persson: Yes- Can't have a free-for-all.

Mr. Deshaies: There's a digital system that you can take photo of a tire and keeps law enforcement can monitor parking digitally; GPS notifies the officer and cite violators with a ticket on the car. (Jim's looking at this system, Mr. Deshaies says)

Mr. Persson: says something's got to be done. Concerned about parking spots being lost.

Mr. Freudenberg: explains that pilot program at dock area could be guaranteed parking area; people would pay for parking; run into store – get in and out quickly. Summertime is difficult to access some of the retail locations.

Mr. Persson: It's a mod scene; At least you're moving forward with something.

Roger Murray, resident: The town has had many parking committees and parking mentioned in two master plans, too. Conclusion- two-hour parking should be enforced. Make town welcoming; parking meters not welcoming. Parking enforcement is the way to go; no on meters; enforcement of two hour limit keeps cars moving.

Deb Skelley, owner Bailey's Bubble: What would paid parking pilot be? Is it like Dover – you get a ticket and put it in your car. Wants enforcement for current parking ordinances and see officers in town for parking and other things. Wants parking near crosswalks eliminated; has seen too many close calls.

As employer [Bailey's Bubble], we make sure employees park beyond RR station. Need to make sure employees understand it helps businesses, too. Employees need to know parking beyond downtown helps businesses. Knows Kathy Fairman has worked hard with trolley program. Sees other employees not parking elsewhere-parking in downtown. Could be 20-30 spaces a day.

Wants police enforcement. People might not like that; would like that more than the pilot program.

Mr. Deshaies: noticed rented spaces behind the RR building saw people using those spots over and over and were going into businesses; and people who worked at the business were parked right by their business. Talked to someone considering taking a parking enforcement job in downtown; did not want to be blackballed by 100 businesses; wouldn't be able to go into businesses. And people complain about

getting parking tickets at WPD. No one wants to take the brunt of the issue; we're going to have to figure this out.

Josephine Amatucci, resident: [starts to talk about police commission]

Mr. Harriman: explains this is a public hearing on the parking pilot program; public input at the end of the meeting.

Mary Devries: Wolfeboro Area Chamber of Commerce: speaks to employees parking at businesses; chamber position in April discussed parking issue; voted to actively promote a change; parking flyer published yearly; will talk with businesses directly. (Gives copy to Brad Harriman); parking is good for business; asking employees to park elsewhere so customers can get to businesses. SURVEY by chamber -About 200 employees a day work in downtown corridor; more on weekends. Gets complaints about employees parking at businesses.

Enforcement: maybe warning before ticketing. Keep it positive might result in change. Visitors' perspective – what we hear – they do not see that parking is a problem. They want to know where to park. They'll park in long term municipal lots. Signage will help – such as two-hour limit signs.

Enforcement important; keep spaces free for visitors/residents for short-term parking.

Five-minute parking spaces for takeout pickup created/allowed in 2020; can there be more of those?

15-minute post office parking; suggests other convenience parking at businesses might work. Chamber committed to doing more with messaging business community to work together. It's been in the past few years since these complaints started coming in.

Josephine Amatucci, resident: only one solution- remove the playground/play area and that whole area behind Harvest Market and make it parking. It's convenient. We need that space. Town needs to take over that space.

Deb Skelley: If you live on an island, where do you park? I see cars overnight a lot.

Mrs. Murray: says you can get a pass from Brenda at town hall because you're an island resident.

Deb Skelly: what about boat trailers by the tennis courts/Foss Field area?

Mrs. Murray: that is trailer parking area; moved from where skiing took place; trailers can be backed up on the grass and hopefully take one space.

Brodie Deshaies: Does master plan include increasing parking capacity? That is the clear issue year by year. What is town doing to increase capacity? Still have parking problems no matter whether you charge for parking or not.

Mr. Harriman: Main problem - We can't create more land; space is limited in downtown.

Mrs. Murray: Supporting the trolley system is the answer. Good parking outside of downtown. I used it last year. Take the trolley. Trolley this year will be adding route 28. Trying to find a north Main/north side of town area for trolley. That's the way we'll solve parking problem – having some kind of public transportation in the summer; and we have someone trying to do that.

Brodie Deshaies: What is town doing to incentivize that; why would I drive from North Main through all that traffic all summer to take the trolley at Kingswood?

Mrs. Murray: There's work on North Main; electric department doing the lines where the old water tower was; my personal thought is by next summer we could have that space for parking on the north side of town. We do have the [trolley] signs; what I do as a selectmen – I ride the trolley; I support it.

Brodie Deshaies: I'll have to start riding the trolley.

Mrs. Murray: I'll see you on it.

Kathy Fairman, owner Wolfeboro Trolley Co. Thanks BoS for having public hearing on ideas; thanks public. Also send emails to Jim; call or write letter [to Mr. Pineo]. Jolly shuttle will run this year/summer; trolley from high school stop to town spots near Linda's Flowers to 109A Bay St to Main, downtown to RR station. May go up Main Street; Spot where old water town used to be; can pick up folks from N. Main/Center/from south. It's 15 minutes from Kingswood High – along route to RR station. Then head back and make the route again.

Enforcing existing regulations this summer will encourage people. Trolley supports all three proposals. Supports the pilot program for paid parking: wants to keep two hour free parking elsewhere in downtown.

15-minute parking spots would be helpful. Pilot program will work well along with two hour parking [outlines how people come to town to pick up goods and have ice cream.]

M/S Mt. Washington co-op with Wolfeboro Trolley to encourage those Mount patrons from Wolfeboro to use trolley instead of parking in town for the 11:15 Mount. People buy boat/trolley ticket.

No worries that dockside parking will put more pressure on free spots. They can do a quick errand. So many people who live here say they do not go into town during summer busy times.

Revisions in parking time limits; two hours might not be enough. Need to try something else. Agrees we need to look at an alternative for parking.

Also look at revisions for delivery trucks. Provide for delivery trucks: places where trucks can stop and deliver. Designated spots for trucks and designated hours. They will work around the hours we pick.

Town docks paid spots OK - but would be confusing for people; Laconia/Weirs Beach paid parking is confusing. Consistency and clear identification of areas important.

Enforcement: key to anything. Don't have regulations if you don't enforce them.

Mr. Deshaies asks Mrs. Fairman: if hourly parking – what do you charge? How much do we charge to incentivize them to move along?

Mrs. Fairman: \$2 is fine; but if someone's down there all day working and they pay a lot, they might not park there. Those who work downtown and choose the \$2/hour parking – that adds up. Could be \$10 per week; they might park in free municipal lots and walk to town.

Mr. Deshaies: what if they get a \$25 parking ticket and pay for daily parking?

Mrs. Fairman: incentivize rather than be punitive; people could pay for parking for some reason we don't know. Businesses might need to have a vehicle there. We should enforce and maybe people will carpool; maybe cars will be parking elsewhere.

Shuttle \$6 a day-all-day pass/ \$3 for child; handing out a lot of season passes will be available for trolley advertisers/businesses; If we move forward with enforcement, I'm scrambling to get drivers; trolley hours 8am -6pm might not be enough.

Mr. Deshaies brings up EV charger fines that needed to be increased because of violators – idle fee. Energy committee set \$20 an hour fine; has to hurt.

Mrs. Fairman: needs to be a strong incentive for illegal parking. That's for BoS and police commission to work out. We do have people who have suggested that the shuttle be free. We can look at that down the road. Trolley passes (free to advertisers); 200 this year.

Parking fine needs to hurt a little bit.

Visitors and residents deserve to have downtown access without driving in circles; no good for environment or blood pressure.

Mrs. Amatucci: problems with getting trolley drivers; her idea not good; says her idea is good- behind Harvest Market should be parking lot where playground is. Too many rules; keep issue away; make it easy.

Carol Zack[Zach?], resident: opposed to any metered parking. Lives north of town; goes around town during the day; does early morning/late in day to avoid traffic/tourists/visitors. Enjoys docks after people have left; looks at water.

Greg Rourke Jr., owner, family-run Wolfeboro restaurants downtown; parking age-old problem. Core of downtown parking is difficult; we try to encourage all staff to park outside the core; tough to manage 20-30 employees. We post the chamber parking flyer and another sign; We can try, but we can't force staff to observe parking outside core. Enforcement needs to be addressed. Staff sometimes tell patrons that parking limits are not enforced – so that's a problem. We would support a pilot program; we've suggested it; written a letter. A pilot at dockside is worth a try; not all the spaces downtown are affected.

Mr. Harriman closes public hearing. Board do you want to discuss this? Think about it?

Mrs. Murray: One comment: it's clear -everyone wants enforcement. Gives us a direction on what we'll work on.

Mr. Senecal: Brian could you talk about the program you had mentioned?

Mr. Deshaies: the program he talked about was digital tire chalking.

Mr. Senecal: the program mentioned at another meeting – with kiosk and your cell phone.

Mrs. Murray: That was Jim [Pineo].

Mr. Pineo: That system – NH state parks has adopted this; Park Mobile – identify an area such as dockside parking area; you pull into a space; go through their [Park Mobile] app, phone call or text; pay the fee. Advantage: helps enforcement; you register your vehicle. You park and pay fee; two hour mark, law enforcement advised that the two hour limit reach. Then walk into parking lot, if the vehicle still there, a citation could be issued. It's a check-in system; checkout is based on parking enforcement going to the parking area and doing the job.

The parking system Brian talked about has merit. The challenge is you have to have a parking person going through the lot, snapping pictures of tires/valve stems and is subjective as to when parking enforcement walks through the area.

We have issues to talk about – me, and Lt. Guy Maloney [WPD] and capture better enforcement mechanism going forward.

Mr. Deshaies: If someone parks without using the Park Mobile app, how does anyone know?

Mr. Pineo: If the car is not registered [through Park Mobile] they have not paid for parking, they get a ticket.

Mr. Deshaies: If I drove into dockside and didn't go on the app; parked and just parked – how does anyone know?

Mr. Pineo: they'd get a ticket because it's not registered.

Mr. Deshaies: An officer would have to come down and check all the cars.

Mr. Pineo: correct.

[Unidentified woman comes to microphone]: When you buy a ticket, you have to put the ticket in the window. You can walk around and look at the cars.

Mr. Harriman: no

Mr. Deshaies: This is different; this does not use a kiosk; just an app on your phone. So, we could use Park Mobile on every spot in town and chance \$.05 for parking.

Mr. Pineo: You could; Though fee charged by Park Mobile -40-cent fee and the 25-cent transaction fee – we [the town] would be paying for their parking.

Mr. Deshaies: We'd have to charge 65-cents for two hours parking; then after two hours – would the violation get charged to them automatically or does officer have to write the ticket?

Mr. Pineo: Does not remember – not sure.

Mr. Deshaies: If they could get cited automatically, that would help the PD immensely. Someone could still park without anyone knowing.

Mr. Harriman: All this could be worked out if we go into this program further.

Mrs. Murray: however we enforce it and mark it, we're going to need an officer or two to do that. That's what we're talking about here.

Mr. Harriman: Definitely need a [PD] downtown presence. OK – more to do; let's move on.

Temporary Event Permit applications

- i. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Fire Rescue Department to host a boat and equipment display at the Town Docks on June 17, 2023, from 8:00 AM to 11:00 AM. #2023-45.

Fire Chief Tom Zotti – event for first responders; Wants FD to use two town docks near Cate Park on that Saturday morning. Inviting area departments around lakes that have water rescue boats/equipment to share their equipment so we can all get up to date on what departments have. Need permission to use the dock space; would cone it off night before or first thing in the morning June 17. Intended for first responders; public welcome to come and look at equipment.

Mr. Harriman opens public hearing. Closes public hearing

Mr. Freudenberg move to issue a temporary event permit for the Wolfeboro Fire Rescue Department to host a boat and equipment display at the Town Docks on June 17, 2023, from 8:00 AM to 11:00 AM. #2023-45. Second Mrs. Murray. APPROVED 5-0.

- ii. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Parks and Recreation Department to host the annual 4th of July fireworks display from the Brewster athletic field on July 4, 2023 (rain date July 5, 2023) 9:30 PM. Permit #2023-46.

Christine Collins, Parks and Recreation Director: Permission to host fireworks on Brewster field; permit signed by Brewster; fireworks 9:30 p.m. Rain date July 5, 9:30 p.m.

Mr. Harriman opens the public hearing for questions/comments. Closes the public hearing.

Mrs. Murray: Has police department signed off?

Ms. Collins says she has never gotten involved with that; believes it's automatic; she's never requested police -so she's not sure.

Mrs. Murray sates police sign-off and police presence are needed.

Mr. Pineo- yes; no problem anticipated. And police have to sign off with fire chief for fireworks.

Ms. Collins explains this permit is just one piece of process; then there's the permitting process for the fireworks display. Says she'll check with police to be sure it's on their radar.

Mr. Harriman notes that's a condition of the approval.

Mrs. Murray: yes.

Mrs. Murray moves to issue a temporary event permit for the Wolfeboro Parks and Recreation Department to host the annual 4th of July fireworks display from the Brewster athletic field on July 4, 2023 (rain date July 5, 2023) 9:30 PM. Permit #2023-46. And parks and recreation will check with police department. Second Mr. Deshaies. Approved 5-0

iii. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Wolfeboro Lions Club to host the Annual Car Show at the Nick on July 1, 2023, from 11:00 AM to 4:00 PM (this event is rain or shine). Permit #2023-47.

Gina Lessard, Wolfeboro Lions Club: 3rd annual car show; expect at least 100 cars if weather is nice.

Mr. Harriman opens the public hearing for questions/comments. Closes the public hearing. Comments from board?

Mrs. Murray: this is a kickoff to the July 4th events. And [to Ms. Lessard] you may need a temporary event sign permit?

Ms. Lessard: Yes, that's been turned in.

Mrs. Murray: OK.

Mr. Deshaies move to issue a temporary event permit for the Wolfeboro Lions Club to host the Annual Car Show at the Nick on July 1, 2023, from 11:00 AM to 4:00 PM (this event is rain or shine). Permit #2023-47. Second Mr. Freudenberg. APPROVED 5-0.

iv. The Wolfeboro Board of Selectmen to consider a temporary event permit for All Saints Church to host the Annual Summer Fair on July 15, 2023, at 258 South Main Street from 9:30 AM to 1:30 PM. Permit #2023-48.

Mr. Harriman notes no one from the church is in attendance. This is an annual event for 61 years.

Opens the public hearing: Closes the public hearing. Board comments?

Mrs. Murray: to Mr. Pineo – we would send them a letter with requests that are on the form concerning police, etc.

Mr. Pineo: correct.

Mrs. Murray moves to issue a temporary event permit for All Saints Church to host the Annual Summer Fair on July 15, 2023, at 258 South Main Street from 9:30 AM to 1:30 PM. Permit #2023-48. Second: Mr. Senecal. APPROVED 5-0.

v. The Wolfeboro Board of Selectmen to consider a temporary event permit for the Cystic Fibrosis Foundation to host a walk on May 20, 2023, from 9:30- 1 PM along Bridge Falls path and Cotton Valley Rail trail. Permit #2023-49.

Mrs. Murray: representative was supposed to appear virtually same time/day as the Smith River Race Day. [Mr. Pineo indicates no one virtually.]

Mr. Harriman indicates this event has taken place before.

Mrs. Murray says yes; and it's the same day as Smith River Canoe Race. [May 20] Never been an issue with the two going on at same time

Mr. Deshaies says one issue is a [portion of the event takes place on a route that is not under town purview. Organizer says awaiting state permit on the route or will revert to 'original' route. Not sure what the original route is. OK with approving as long as updated route plan is submitted before event.

Mr. Harriman opens public hearing;

Jim Nupp, Cotton Valley Trail committee: problems with groups getting BoS permission before getting state permit for being on Cotton Valley Trail. Suggests that be checked before board approve this event.

Mr. Harriman says a condition for approval will be get the state permit so all bases covered.

Mr. Nupp says a triathlon event in the past brought a large number of people o the trail and it was pretty insane.

Josephine Amatucci: Brewster does not run in summer? Brewster could be a place for outdoor events and parking.

Mrs. Murray: summer camps are at Brewster.

Mrs. Amatucci asks about craft fairs. Who runs them?

Mrs. Murray: Brewster runs fairs for scholarships.

Mrs. Amatucci suggests parking could take place at Brewster during summer. Town should make a deal for summer parking.

Mr. Harriman: this is a public hearing about an event not involving Brewster or parking.

Mrs. Amatucci repeats her suggestion.

Mr. Harriman: Thank you; any other comments/questions? Closes public hearing. States that if the new Cystic Fibrosis walk event route does not work out that we get a plan on which route they'll be using before the event.

Mr. Deshaies moves to issue a temporary event permit for the Cystic Fibrosis Foundation to host a walk on May 20, 2023, from 9:30- 1 PM along Bridge Falls path and Cotton Valley Rail trail. Contingent upon them receiving state approval/permit to use the rail trail; if not, the group should resubmit their route from previous years. Permit #2023-49. Second Mrs. Murray. APPROVED 5-0

3. Bulk Vote

- A. Weekly Manifests
 - i. April 21, 2023 \$ 735,175.60
 - ii. April 28, 2023 \$ 1,911,916.65
- B. Current Use Application/land use change tax
 - i. Center Street Tax Map 132-14, 163-2, 164-37, 164-38, 177-38, 205-59, 233-2
- C. Abatements
 - i. 258 South Main St Tax Map 231 Lot 87
 - ii. 240 South Main St Tax Map 231 Lot 90-E
 - iii. 15 River St Tax Map 204 Lot 87
- D. Intent to Cuts/Warrants
 - i. Bickford Rd Tax Map 73 Lot 6
 - ii. Pleasant Valley Rd Tax Map 245 Lot 21 & 253 Lot 7
 - iii. 328 N. Line Rd Tax Map 99-3-3 \$109.33
 - iv. 11 Trask Mountain Rd Tax Map 35-7 \$98.82
 - v. Haines Hill Rd Tax Map 57-9 \$293-71
 - vi. 68 N. Line Rd Tax Map 115-8 \$6,785.84
- E. Tax Exemptions/Credits
 - i. 14 Point Sewall Rd Tax Map 241 Lot 75
 - ii. 525 Kenyann Dr Tax Map 177 Lot 10-78
 - Friar Tuck Way Tax Map 278 Lot 20
 - iv. 22 Lakeview Dr Tax Map 188 Lot 41
 - iii. 46

- F. Raffle Permits
 - i. Friends of the Wolfeboro Public Library
 - ii. Wolfeboro Lions Club

Mr. Senecal move to approve bulk vote A-F. SECOND Mrs. Murray. APPROVED 5-0

4. Board/Committee Appointments:
none

5. New Business

A, WOLFEBORO TROLLEY SIGNAGE: Wolfeboro Trolley Co. sign request 91 Center. St.

Mr. Harriman recuses himself; wife does signs for Wolfeboro Trolley Co.

Mr. Freudenberg as vice chair leads.

Kathy Fairman, owner, Wolfeboro Trolley. Wants to talk with DPW director for best location for sign; directional sign to show people where they can get the Jolly shuttle; shows photo of a similar sign posted at Kingswood High/McManus Rd. Hopes that people will park in the municipal lot [next to Linda's Flowers, Center St.] and take Jolly trolley into town and back. Suggests the municipal parking sign should be more prominent. Some people walk to town along Bridge Falls Path. That parking lot is a good location.

Mr. Freudenberg: questions from the board? [none]

Mr. Senecal motion to approve municipal parking lot signage at 91 Center St. for Wolfeboro Trolley Co. SECOND Mr. Deshaies. APPROVED 4-0. [Mr. Harriman abstain]

Mrs. Fairman asks about North Main at N. Main St.; suggested a while ago about municipal parking off Filter Bed Rd. It was mentioned for trolley. N. Main is better. Is it possible for trucks and equipment currently working at the N. Main site to use town property on Filter Bed Rd. to park.

Mr. Pineo: would be a big challenge; he will ask the question though.

Mrs. Fairman says it's probably not good for this year. Perhaps in the future if that N. Main site use is moved to Filter Bed Rd. for work/construction parking etc., the North Main site could be for resident/visitor parking, ride bikes down the hill. It's logical use for the future.

B. Approval: Bailey's Bubble request for three parking spaces

Deb Skelly, Bailey's Bubble: for safety of customers, pedestrians and vehicles and parking there; wants three parking spaces set aside; planters block off spaces not put out until after 5:30 p.m. Only business open on Railroad Ave. at that time.

Mr. Harriman says that has worked well. Other businesses closed at that time.

Mrs. Murray agrees – for safety.

Mr. Senecal clarifies the three spaces does not include handicapped space.

Mrs. Skelly: correct

Mr. Senecal motion to approve the three parking spaces Bailey's Bubble AFTER 6 p.m. for the summer 2023 season AFTER 6 p.m. Second Mr. Deshaies APPROVED 5-0.

C. Approval: Commercial Vessel Landing Permit-Barge WIS Barge Co.

Mr. Harriman notes no one is in attendance from the company – and there could be a bit of confusion;. Assumes it's a barge landing permit on Winter Harbor at the Libby Museum dock and not a landing permit at town docks.

Mr. Senecal: barges can land at either place, correct?

Mrs. Murray/Mr. Harriman- no. not the town dock.

Mr. Senecal: just Libby. Luke – is this a barge company?

Mr. Freudenberg: it is; Amy mentioned they're new on lake; in business last year; this is new company to the ramp.

Mrs. Murray: what we don't have is the amount; says \$3000. Don't know if they've been told that.

Mr. Pineo: they have been told that. I have the check.

Mr. Deshaies: is there a separate form for Libby barge landing?

Mr. Senecal: no, not that I'm aware of.

Mr. Freudenberg: not yet. I filled this one out as well.

Mrs. Murray: We probably need a line added to the form.

Mr. Deshaies: we don't want confusion. Companies thinking they can land at town docks and we have five barges there.

Mr. Harriman suggests since this is a new company, send them rules/regulations on how long they can be there; can't tie up spaces there while the Libby is open.

Mrs. Murray: suggests all that be on the form.

Mr. Pineo: barge permit is a separate document. Believes it does lay a lot of those parameters out.

Mrs. Murray: so they are getting the wrong permit to fill out.

Mr. Deshaies: that's what I thought.

Mr. Harriman asks for motion.

Mr. Senecal move to issue a Barge permit to WIS Barge Co to land at Libby Museum for the 2023 season. Second Mrs. Murray. APPROVE 5-0.

D. Approval: Private Roadway Layout policy

Mr. Pineo: numerous meetings on process to consider petition to accept private roads. Number of staff members have met with Stantec and legal; Mr. Harriman attended, too. Gone through recommendations from Stantec and guidance from legal. What we want to do is provide petitioners and BoS guidelines on how they come forward and what recommended documents are to streamline process. BoS needs to consider:

- Public need for road
- Burden for road on town – upkeep/maintenance
- Individuals' rights in taking up land to deal with a road that we [the town] take on.
- Consider electrical/water/sewer infrastructure.

Now, it's a lengthy process; burdens petitioner. We need the as-built survey plans; delineation of wetlands, guardrails, etc.

Steps are laid out easily so petitioner can follow. References documents needed in-house for petitioner to review if we have to reference those. Also lays out the betterment process going forward.

This is a draft document; wants BoS input – or do they need to review for next steps.

Mr. Harriman: second page, 1B (Mrs. Murray, too) Town of Wolfeboro/manager title search expenses – should we add language that it should be paid for by applicant in a betterment situation. If an association has cash to pay for upgrades; we would have option with language in there.

Mr. Pineo has bullet points on that language; a lot of confusion on who is responsible. will review/refer to notes and get an answer.

Mr. Harriman: Petitioner steps under 1E –three bullets A-B-C, what petitioner needs -- site plan; copies of maintenance agreements; we should also ADD copies of maintenance for stormwater management. When a subdivision comes through the planning board and there's stormwater management such as

detention ponds, retention infiltration basins with inspections by them or a consultant. Need those documents – and add it to the list for petitioners.

Mr. Pineo: easy to add that in.

Mr. Harriman: thank you.

Mrs. Murray: 1B – needs more than title search – need as-builts; we've got to see the road is built where it is. Biggest issue with subdivisions has been the as-builts and where the road is are not the same. Not just the title search; want to review the site plan and as-builts and make sure the road is where it's supposed to be. We've got to go out there and check it.

Mr. Harriman: says that's under petition steps 1D.

Mrs. Murray says We need to go out there. Also, the town needs to get a deed to roadway based on description and meets and bounds.

Mr. Deshaies: If as-built plans don't exist for an association, how do associations get as-built for municipal water-electricity- cable- phone lines.

Mr. Harriman says that puts the burden on them to provide that information; that's part of the application process. That weighs in on our decision on whether to move forward with an application or not.

Mr. Pineo says OK and under petitioner step D-H – says overhead utilities- add or underground utilities.

Mr. Deshaies: page 3; under section 2-closure of public hearings C- option for motions: believe we should not take over a road unless it's voted on by the taxpayers. It says motion to accept layout of the highway. We know that anything we take over – even with the betterment fee – will add to the maintenance burden in the town.

Mrs. Murray: betterment does go out on a warrant article.

Mr. Pineo: agrees.

Mr. Deshaies: Would there be a situation where we'd take anything over without a betterment fee?

Mr. Pineo: my understanding the board has that authority.

Mrs. Murray – yes, by statute. Asks about another part – it says opening a public hearing – all board members must be present. What about happens if someone is sick and this needs to go through?

Mr. Senecal: Or someone steps down?

Mrs. Murray: thinks the wording should be changed. I don't think by statute everybody needs to be there. It's usually the majority. We should try to have majority; but somebody might step down; be sick. You wouldn't want to delay this.

Mr. Harriman: perhaps change it to a quorum

Mrs. Murray: strive to have everyone present – something of that nature.

Mr. Harriman: Any more comments?

Mr. Pineo: will make those changes and get them back to you next meeting.

E. Approval: Screening of Cate Park Landscape follow up from previous meeting.

Mr. Pineo: Board met on site about a month ago. There was a discussion- Mr. Deshaies and Christine Collins about plantings or fence; assigned to Christine/parks and recreation as an action item. . Site plan submitted – a sketch for a landscaping screen. She can speak to this. Board can ask questions.

Ms. Collins: Did not meet with Peter Ford; emailed him; he did not respond. Jim had forwarded another plan he sent out. Went with landscaping committee to check out what was proposed; and what was already there. They said it looked good and what's already in the park; wasn't invasive.

Mrs. Murray: SKETCH has no dimensions; no indication as to how far it's coming into park. I think we need a plan with some dimensions.

Ms. Collins: talked to landscaping company; showed them this sketch [from Peter Ford group] indicates what kind of bushes and said it would not extend any farther into park than what's already there.

Mrs. Murray: This one has it way out. [holds sketch up] Concerned about this coming too far into park.

Ms. Collins: Was concerned bushes would extend into park and limit Cate Park seating. Landscapers say bushes are not huge and could be trimmed up. Peter Ford did not contact me – so I went with that sketch. I can contact him again.

Mrs. Murray: Assuming this is how they'd get into the propane tanks.
Want a plan with dimensions so we're all in agreement of exactly what will happen.
Mr. Freudenberg: it could be staked out. In this it says bushes are 4-5 feet in diameter when they grow.
Two bushes = 10 feet plus lower plantings; that could be 15-16 feet away from the propane tanks;
could be 20-feet. Staking it out would be good.
Ms. Collins: Should Peter Ford do it or my people?
Mrs. Murray: Here's the problem – this was the condition to allowing the tanks there. Peter Ford was supposed to do this. Jim, how do you want to handle this?
Mr. Pineo: Can try to coordinate a gathering between me, Christine and Mr. Ford to figure this out.
Other question is – that conversation on site at Cate Park that day was about a fence and small bushes in front. Do not know where we are on that. Mr. Deshaies wanted that.

Mr. Deshaies: prefers fence with gate + plantings; with hanging baskets; leaves more room for people to enjoy park. On the sketch, no indication if it's width or height of bushes. With the bushes, if there's a failure of a tank; fire department trying to cut bushes mainly for safety and to cover tanks. [FC Zotti comments off microphone] Correct; that does not show on this.
Prefers something that the tanks are covered; not unsightly and easily accessible for maintenance and emergency situations.
Mrs. Murray wants bushes; fits in with the park. Make it so you can have enough space and get in there and if it's leaking, bushes don't need to be taken down. We have to maintain the bushes. My understanding Jim, is that Peter Ford is to pay for this;
Mr. Pineo: that is my understanding.
Mrs. Murray: whatever we do, we need his OK – this is on his dime.

Ms. Collins: OK; when you say he's paying for it; he's purchasing it and my crew is putting it in?
Mrs. Murray: thought we were going to get a plan that we'd have a cost for and you and him could decide who's putting it in. I prefer the bushes; if a majority want a fence and plantings. The bushes gets rid of the whiteness that building.
Ms. Collins: Will reach back out; try to get him down there so we can have a better plan.
Mrs. Murray: good luck.
Mr. Deshaies: wants an invite if they go to Cate Park again on this.
Ms. Collins: OK.
Mr. Harriman: agrees with Mrs. Murray; rather see the plantings ; not big fence fan. I was of the understanding that part of the agreement to put the tanks there was he was going to provide and install the plantings. Didn't know this was going to be on parks and rec crew. We need to iron that out.
Mr. Deshaies: We can request that.
Mrs. Murray: I think we did. He was going to have a plan and pay for it.
Ms. Collins: Was there a deadline?
Mrs. Murray: We started this fall asking for it.
Mr. Deshaies: we will re-request.
Ms. Collins: OK; will reach back out.

F. Discussion: Wolfeboro Cross Country Ski Association-MOU snow making

Mr. Pineo: Wolfeboro Cross Country Ski Association Significant progress in fundraising for snowmaking at Abenaki. Wants to work with the association to create a construction MOU for expanded snowmaking; updated operating agreement between the town and association.
You have 2012 document; Draft revision attached to Bos members; Another item this summer to address - relocate Almost Thayer trail- dangerous intersection with Twister trail; intersects with Almost Thayer trail. Was not contemplated when Twister trail was expanded. Problematic; Cross country association has a plan to address that. Before that happens wants board to see documents/plans. People here from the association to answer questions.
Make that area safer for cross country and alpine skiers
Ed Cooper: president Wolfeboro Cross Country Ski Association: not completely finished with fundraising. Specific issues from Mr. Pineo are priorities.

Mrs. Murray: excited progress being made and it's moving forward.

Mr. Deshaies: who is doing redesign work on Almost Thayer trail – moving it and confidence that it won't wash out again? Someone he talked with suggested town DPW should address water issue at that trail/washout. Says there is a significant water issue there. Do you have resources, engineering to fix it.

Mr. Cooper: Almost Thayer trail was memorial to Jerry Thayer in his memory; four-season trail; surface is not primary concern/erosion; relocation of a small section of trail to be removed from alpine slope into the woods off the alpine slope. Dawson's excavation will be doing work at Thayer trail; short section that will be the new entrance to Thayer Trail completely off the exposed alpine trail.

Second point is a tricky spot; bottom of the Twister alpine trail intersects with cross country trail. That is now a temporary pond with spring runoff. Putting in culverts. Dawson's has spec'd out the project. We are paying for it; wouldn't mind help with cost; we did not create the problem – we are solving the problem. Construction of Twister trail and other factors that led to water flow and erosion problem at the bottom of Twister.

Mr. Deshaies: There's some money in Single Track Alliance budget for Abenaki trail maintenance - \$32,000 in an account. Perhaps reach out for assistance.

Mr. Cooper: would appreciate any help; safety issue will be eliminated with the relocation. It is an involved water situation and runoff of material off alpine slope is sludge this time of year.

Mrs. Murray- was there no cover on Twister trail; it's just mud?

Mr. Cooper: seems to be; do not have expertise to evaluate that.

Mr. Pineo: when trail was cut it would just be tree removal at stump; no stump removal or loaming or hydroseeding. Felt that Mother Nature would take care of that. We have some issues. Have had preliminary conversation with director DPW and maintenance foreman for parks and rec.; we'll be out there shortly. Look at it and alleviate some of the issues. Won't put parks and rec to a full-blown construction project out there.

Mrs. Murray: This draft mentions Abenaki ski trails; where we really are is on the Abenaki parcel on the spray fields parcel and on some of the Mooney. Unless we're just talking on this agreement about the snowmaking trails; but if we're making an agreement with the cross country ski association with all the trails on town property; there are three parcels, I believe, that these trails are on. Agreement needs to be clear we're talking about all the trails and not just Abenaki trails.

I can just give other concerns to you Jim.

Mr. Pineo: we had a 23-year old document; the association doctored it up so we had a starting point.

Mr. Harriman: Do you need a consensus from us to move forward?

Mr. Pineo: Yes. I'll continue to work with them and report to you before we put a shovel in the ground – we'll have an agreement in place; they'll come before the board.

Mr. Cooper: Fix to the erosion piece at the bottom of Twister where it doubles in territory with the cross country ski trails coming out of the woods – specifically called Homerun – that work is not part of the snowmaking. It's earth work needed before we put a shovel in the ground to install any snowmaking. We would need your permission to do that important drainage work and site work on that trail; it's a preface to snowmaking, but not related to installing any infrastructure.

It would be part of seasonal trail maintenance. We need a contractor to help us with that piece.

Mr. Deshaies: When would you do that?

Mr. Cooper: June or July when it's dry enough. We're ready to go. It's a small project compared to snowmaking.

Mr. Pineo: we can draft a quick document that outlines that, ensuring that the contractor is actually working for town and not for you. We can figure that out quickly.

Mr. Harriman: We're good to move forward.

G. Discussion: Tighe & Bond Lehner Street Limited Phase II Environmental Site Assessment.

Mr. Pineo: Asked me to find where we could pay for this. Attached the warrant article 2001 – established capital reserve fund. Falls well within the requirements for the proposed work we'd like to do. Preliminary conversation with WED director Barry Muccio. He's conservative about being able to put funds toward this work since it's early in year. He feels if projects go well this year, they'd be able to

contribute 50% toward the project – if not more. In capital reserve fund, there's just shy of \$90,000; it's board's discretion to have that site evaluated. We'd have a better idea of what we may or may not be able to do on that parcel moving forward. Observation of tax map - both generation building and community center – they are on the same parcel of land.

Mr. Harriman: Good breakout of budgets to split down the middle; that's appropriate.

Mr. Deshaies: nicely done.

Mrs. Murray; yes. And answers the question so audience knows it's \$34,700; each paying \$17,350.

That seems reasonable for electric company to have that left over; fits within the capital reserve for the two buildings. I'm fine. And thank you for doing that.

Mr. Pineo: it was quite easy; not a problem. Do I have authorization to sign this document?

Mrs. Murray makes a motion authorizing Mr. Pineo to sign the document. Second Mr. Freudenberg.
APPROVED 5-0.

H. Discussion: Sewer Capacity Report

Mr. Pineo: BoS has draft copy of HDR report. There are a lot of questions to be posed to HDR.

Highlighted issues; To summarize:

- Current average daily flow based on historical data – average 292,000 gallons
- Based on 20-year projection to 2042 with population expansion, estimated to go to 325,685 gallons based on parameters set for HDR to do this work.

This is for any properties within 50 feet of existing sewer lines -those are undeveloped properties. It also considers conversions of homes to multi-family units, etc. Very preliminary, More work to do.

Regarding water capacity, trying to figure out regarding unaccounted for water. We know this is from bleeds the town has to maintain and from hydrant flushing. Maximum daily yield is 860,000 gallons. Maximum capacity at the water treatment plant is 2 million gallons a day. Those filters should not exceed 70% capacity. Fully exercised, that's 1.4 million gallons a day that the plant would produce. Over past 12 months averaging flows of 503,000 _+ per day. More work to do; conversation upcoming with staff and engineers that have put this data together. Questions from board – will try to address; can get you answers from HDR. Can have this placed on town web site as a draft document.

Mr. Deshaies: for new projects – like phase 3 Harriman Hill – was that figured into this data – because not approved yet. That's water and sewer. Looked at town tax map – says 20 remaining condos – are they one-two-three bedrooms; that's a significant amount; should be included in the plan.

Mr. Pineo – just got information from Horizons – estimated flows for Varney and Forest Roads with expansions taking place there.

Mr. Harriman: Another piece of information that would be helpful to have with sewer report is wastewater report; available at town level; the amount of sewage that's built out through homes/businesses on town sewer compared with flows through treatment plant. Gives indication of infiltration and inflow.

Mr. Pineo: can do that.

Mrs. Murray agrees; another concern on p. 17 indicates numbers in table are based on annual average; no information on impact on peak wastewater flow rates, affluent storage pond, peak spray field capacity. Also on spray field capacity need to know useful life. When will there be issues with spray fields? Dave Ford had talked about it – and peak capacity of RIB site. Need to know that because we don't want to overfill those. There's information we still need to know with relation to spray fields and RIB site.

Mr. Deshaies: Taylor Community – do we have all their plans going forward; do we know? They are expanding; what are future plans. They own lot across from them; We need their plans.

Mrs. Murray: Should have someone look at our storage pond, capacity of and how used. I get each month the number of gallons that we have up there; some years we've held it back in order to dry up RIB sites.

Mr. Pineo: please send questions electronically so these can be sent to HDR.

Mr. Harriman: Note this is a draft/preliminary; also sent to planning board by Tavis [Austin].

Mrs. Murray: we're used to Dave Ford; he would do back and forth with engineers. By the time it came to BoS it was just about in final form. Miss his knowledge.

Mr. Pineo: Get me those questions; Rob and I will work with Lewis Underwood on the water study. Once we get unaccounted water issue figured out.

H. Discussion: Transient Sale permit- Town ordinance

Mr. Pineo: Hiccup in transient sale program. We're seeing people wanting to come in, participate, and go to locations in town/town property and sell goods. At a point the Town needs to refresh ordinance to reflect modern day and provide vendors and town with guidance and teeth.

Mrs. Murray: Should put a moratorium on issuing any transient permits now; need to have an ordinance on food trucks; needs such as insurance, licenses. Hawkers and peddlers should give us that kind of information; same thing with food trucks on town property selling food. We have a lot of work to do here.

Mr. Harriman: questions/comments?

Mr. Pineo: liked language about a moratorium.

Mrs. Murray: will make that motion [for a moratorium of issuing any transient permits] while further discussion takes place.] Second Mr. Harriman – for discussion to rewrite a policy.

Mrs. Murray: we should get at it.

Mr. Senecal: what time period?

Mrs. Murray: we should have it done for this summer season. Aim for June 15th.

Mr. Pineo: we see what we can put together.

Mr. Harriman: other discussion?

APPROVED 5-0

6. Other Business

Mrs. Murray: announces Wolfeboro Water Summit, May 13th, 9am – 12 p.m. Wolfeboro Waters sponsoring this; put on by Wentworth Watershed Association. Always wonderful information about water quality and water not going into our lakes.

Hopes to convince board that the town needs to hiring an environmental engineering firm to be town's second eyes on roads, drainage system projects and other projects that the town manager feels the town needs an environmental engineer to assist on. May 1st – heavy rain in town – 2 inches + in a short time. Several roads washed out; drainage ditches overflowed; culverts failed. Stormwater ran into town water bodies. Runoff adds nutrients to water such as phosphorus. Increases likelihood of cyanobacteria blooms. Town facing outdated drainage systems and culverts designed for one-inch storms. Many storms now way over one-inch. Dave Ford's retirement means there's no longer an engineer on staff. No applicants to the town recently have met the qualifications. Proposes environmental engineering firm be hired to help town evaluate and create best drainage solution for town waters. Wishes to make motion; wants other BoS and town manager input.

Mr. Deshaies: How would the firm be funded?

Mrs. Murray: use money for town engineer salary.

Mr. Pineo says big projects coming such as S. Main Street. Are we able to put a cache of funds in that for that project? Town does OK job with road funds. Asked last year for additional \$300,000 for engineering; that got reeled back in. Can put it in the road monies. There are avenues to get funding.

Would be helpful for Steve [Randall] because we've been dealing with a lot of stormwater issues past week. Primary engineer does a good job; second set of eyes good idea.

Mrs. Murray: Port Wedlen – we're going to refinance – that's one I'd like an environmental engineer to look at; took a big washout. One at Whitegate, S. Main Street. Can get better solutions with second set of eyes.

Mr. Harriman agrees. Go through procurement policy; put RFQ out; with specific type of environmental engineering we're looking for. Could get good draw of applicants and interview to see who fits our needs. Anyone else?

Mrs. Murray: CEI worked with parks and rec director on Albee Beach design; looking at environmental impacts, paths, trees, etc. Need environmental look at what we're doing with roads and projects; get best solutions and best stormwater management; I can make a motion.

Mr. Harriman: certainly.

Mrs. Murray makes MOTION to approve town manager send out a request for qualifications [RFQ] for an environmental engineering firm to assist the town with environmental solutions to town projects; and to approve the town manager hiring an environmental engineering firm.

Mr. Deshaies: can you put a dollar amount on it?

Mrs. Murray: Do not have dollar amount.

Mr. Deshaies: wants dollar amount on spending limit.

Mr. Harriman RFQ does not look price quotes, just information on qualifications. After that it's determined who's best; then talk money.

Mr. Pineo: then you negotiate.

Mr. Harriman: then costs/pricing and limits determined.

Mr. Pineo: if a proposal [with cost] is put out, we would not have leverage to negotiate. Not sure on scope of work yet.

Mr. Harriman asks for a second on the motion.

MOTION SECOND Mr. Freudenberg. APPROVED 5-0.

7. Committee Reports

Mr. Deshaies: budget committee meeting; different this year – will smooth out. Bike trails meeting-progressing; licensing agreement moving and more trails built moving forward.

Mr. Freudenberg: Two ZBA meetings. First meeting with Friends of Libby.

Mrs. Murray: budget committee with Brian. Wolfeboro Waters assessment subcommittee meeting: putting protocols together for water testing. Attended town anti-harassment training. With Brian worked with single track alliance to work out MOU/agreement issues. Chamber event included looking at events that chamber can put on and revising ones they have. Attended meeting on Wolfeboro Bay Watershed management plan.

Mr. Harriman: Planning Board meeting; attended harassment training at Abenaki – was well-attended.

Mr. Senecal: attended harassment training; two hours; interesting.

8. Town Manager's Report

Mr. Pineo: met with Wolfeboro single-track group [with Mr. Deshaies/Mrs. Murray] hopes for potentially very brief meeting May 10th [with BoS/alliance] so they can work on trails May 20. Found this out this morning. Suggests brief meeting May 10th to either authorize alliance to do trails work at Abenaki or not.

May 15th 3 p.m. site visit with Stantec and Port Wedlen residents to talk about what Stantec presented to BoS a couple of weeks ago about Port Wedlen project. Flooding and washouts took place there.

Last storm led to some washouts but fared well compared to other communities. Thanks DPW. And new DPW loader is here with street sweeper. Done a lot of street sweeping. Noticeable improvement; debris in golf club catch basins all gone. Looks good; thanks Steve [Randall] and staff.

Mr. Harriman: asks about BoS May 10th potential meeting.

Mr. Pineo: helpful if that meeting can takes place; Brian would attend remotely.
[discussion about May 10th and May 15th Port Wedlen meeting that BoS can attend if they'd like]
Mr. Pineo: time May 10th; 4 p.m.?
All-That works.
Mr. Deshaies: will attend remotely.

9. Questions from the Press - none

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

Josephine Amatucci: reads 2 1/2 page statement expressing dissatisfaction with past incidents pertaining to WPD Chief Rondeau and incidents at town dump and staff there; subsequent civil and criminal court actions, court and judge's decisions.

11. Non-Public Session RSA 91-A

Mr. Senecal motion to go into Non-Public Session RSA 91-A:3Ilb, hiring; RSA 91-A:3Ile- pending litigation. Second Mr. Freudenberg. APPROVED yes- 5-0.

Next Meeting dates:
May 17,2023 Regular Meeting
June 7, 2023

Submitted by:

A handwritten signature in black ink, appearing to read 'Brenda Jorett', with a vertical line separating it from another signature to its right.

Brenda Jorett