

Wolfeboro Board of Selectmen
Public Meeting Minutes-Unapproved
October 3, 2018

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

Staff present: Town Manager Becky Merrow, Police Captain Mark Livie, Libby Museum Director Alana Albee, Finance Director Deb Zabkar, Parks & Recreation Director Christine Collins, Planning Director Matt Sullivan, Public Works Director Dave Ford and Recording Secretary Michele Chamberlain

Chairman Murray opened the meeting at 6:30 PM.

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

Ms. Merrow stated a non-public session is needed to discuss litigation and personnel.

Consideration of Minutes

Chairman Murray asked for approval from the Board of the September 19, 2018 Regular Meeting Minutes.

It was moved by Dave Senecal and seconded by Paul O'Brien to accept the minutes of September 19, 2018 with amendments to pages 16 and 18. Members voted and being none opposed, the motion passed.

Public Hearings

A. Temporary Outdoor Event Permit Applications

- i. Hospital & Community Aid Association, Inc. to hold a Fall Fundraiser on October 5 & 6; 12 & 13; 19 & 20; 26 & 27; November 2 & 3; 9 & 10; 16 & 17; 30 and December 1, 7 & 8; 14 & 15, 2018 at 65 Pine Hill Road.**

Sarah Silk, Representative of the Hospital & Community Aid Association, addressed the Board. She stated the Fall Fundraiser is the donated items raised to purchase equipment for patient care for Huggins Hospital. We are having the regular fall sales and they will be important this year because we had such horrible weather for the Huggins Hospital Street Fair in August. Ms. Silk listed all the items they were able to purchase in 2017.

Chairman Murray opened the public hearing.

Chairman Murray closed the public hearing.

It was moved by Brad Harriman and seconded by Dave Senecal to approve the application for a Temporary Event Permit for the Hospital & Community Aid Association, Inc. to hold a Fall Fundraiser on October 5 & 6; 12 & 13; 19 & 20; 26 & 27; November 2 & 3; 9 & 10; 16 & 17; 30 and December 1, 7 & 8; 14 & 15, 2018 at 65 Pine Hill Road. Members voted and being none opposed, the motion passed.

Sarah Silk, Coordinator of the Lakes Region Household Hazardous Product Facility, addressed the Board. She stated she would like to remind the public that we are having the last collection of hazardous waste on Saturday, October 20th and then we will be closed for the winter. We will be opened from 8:30 AM until Noon.

B. Revised Application for a Temporary Event Permit for the Lakes Region Conservation Trust, for Orienteering, Peter Goodwin, and Applicant. Rescheduled to October 14, 2018 starting at 9:30 AM at Sewell Woods to Crescent Lake School to 29 Orchard Road.

Chairman Murray opened the public hearing.

Chairman Murray closed the public hearing.

Chairman Murray stated this is the same event. The date is the only thing that has changed.

It was moved by Paul O'Brien and seconded by Dave Senecal to approve the revised application for a Temporary Event Permit for the Lakes Region Conservation Trust, for Orienteering, Peter Goodwin, and Applicant. Rescheduled to October 14, 2018 starting at 9:30 AM at Sewell Woods to Crescent Lake School to 29 Orchard Road. Members voted and being none opposed, the motion passed.

Chairman Murray asked for the Board's permission to move CASA up in the agenda because the representative needed to be at another appointment.

The Board agreed.

Budget Submittal- CASA Agency

Jenny Sheehan, Director of CASA, addressed the Board. We support the families in the Dover and Rochester family courts. The law states that all children that are neglected or abused must be assigned a Guardian ad Litem. CASA trains, guides and supervises volunteers to be advocates for victimized children. Our volunteers are not paid. If CASA of NH cannot provide a volunteer, the state will then hire a paid GAL (Guardian ad Litem) at \$60 per hour plus travel costs. We have approximately 65 volunteers and are serving about 80 cases. The drug crisis is heavily affecting us. We have seen a 49% increase in the number of cases we have been asked to take by the courts in the past 2 years. We are asking for level funding.

Bulk Vote

A. Weekly Manifests August 29, 2018

September 19, 2018
September 26, 2018

B. Requests for Funds from the Trustee of Trust Funds

- i. Library Trustees**
- ii. Foss Field Replacement Building Capital Reserve Fund (2 requests)**
- iii. Public Safety Building Capital Reserve Fund**
- iv. Brewster Building Maintenance CRF**
- v. Department of Public Works Vehicle Equipment CRF**

Chairman Murray asked to remove and table item Bii (Foss Field Replacement Building Capital Reserve Fund) from the Bulk Vote.

Chairman Murray stated there was an item in the packet labeled Sidewalks for the Water Treatment Plant that was not on the agenda tonight so it should be tabled as well.

Mr. Senecal questioned one of the items because he was unsure of what it represented.

Chairman Murray stated it was the Brewster Building and it was for the door going outside. The mechanicals were changed in the door.

Mr. Senecal thanked her for the clarification and stated he was fine with it.

It was moved by Chairman Murray and seconded by Paul O'Brien to remove and table item Bii (Foss Field Replacement Building Capital Reserve Fund) from the Bulk Vote. Members voted and being none opposed, the motion passed.

Chairman Murray stated we are taking funds out of the Library Trustees from their Capital Reserve Account. This was approved when the warrant article was approved.

Chairman Murray stated the funds will be removed from the Public Safety Building Capital Reserve Fund for the Feasibility Study.

Chairman Murray stated the Brewster Building Maintenance was for the door closure.

It was moved by Dave Bowers and seconded by Brad Harriman to approve the Bulk Vote. Members voted and being none opposed, the motion passed.

New Business

A. North Wolfeboro Road Reconstruction

Ms. Merrow stated we are getting ready to do some paving on that road and there has been some input from the various neighbors as to the width of the paving that they would like. Some would prefer a narrower width of pavement in order to induce traffic calming. Other neighbors would prefer a wider pavement so vehicles such as tractor trailers with logs can pass. There is a bit of a disagreement on what everyone would like.

Mark Diamond, President of the North Wolfeboro Association, addressed the Board. He stated the Association would like to have an 18 foot wide road. It would be more becoming and it is working on the Brookfield side on Stoneham Road.

Claude Roessiger addressed the Board. He stated the Board received a letter and he felt it was not quite clear what the writer wanted to say because he did not know that the Town had already approved the work that was done by the private contractor. The contractor was selected by the Town and the work the contractor did was approved by the Town. Mr. Roessiger stated we had this discussion of rural roads and the Town held a hearing in this room. The sense of the hearing was clear that rural roads could have their own specifications. The Selectmen then constituted an Ad-Hoc Committee on Rural Roads and they met on a regular basis last winter. Mr. Roessiger stated he and Mr. Harriman were members of the committee. One of the conclusion of the committee was that rural roads could have their own standards and do not need to follow general public standards. One of the pledges of the Town was to hold a hearing for the residents if there was to be any major work completed. This has not happened and it was a promise made by the Town. Mr. Roessiger talked to as many residents as he could and got their signed opinions. There were 18 people that responded and 16 people choose for the pavement to be an 18 foot width. Mr. Diamond and the North Wolfeboro Association agreed as well. At the annual Association meeting 28 of the 29 residents voted in favor of a narrower traffic calming road. One of the concerns that keep coming up is if a Fire Truck or Plow had to pass in an emergency. He felt it would not be likely and it would not be realistic that the two would be passing at a high speed. He felt if this happened the plow truck would pull over and let the fire truck pass. People still have common sense. Brookfield rebuilt Stoneham Road to an 18 foot wide road. Mr. Roessiger stated road design is the key to safe roads. He felt most people wanted the road to be 18 feet wide and that there was no good reason for it not to be built that way.

Ken Perry, Resident of North Wolfeboro Road, addressed the Board. He stated his wife and him have 1500 to 1800 feet of frontage on North Wolfeboro Road. The current width of the road is 22 feet. The Town is proposing a width of 20 feet because of maintenance and safety issues. Mr. Perry attended the Annual Association Meeting and he did not remember them taking a vote on making the road 18 feet wide. He would like the road to be 20 feet wide. It would be a reduction of 2 feet from the existing road. Mr. Perry would like to see the traffic move at 30 MPH instead of 50 MPH. He would support the Town's recommendation to make the road 20 feet wide.

Mr. Ford, Director of Public Works, addressed the Board. He stated the Town shares the same concerns and traffic calming is important. It is a heavily traveled road. There will be drainage work done and gravel will be added to the base. The Town is proposing to have the road 20 feet with 2 foot shoulders. We feel this is a safe and reasonable design. Mr. Ford stated we have to plan for emergency situations. He stated he believed in traffic calming but needed to plan for the overall safety of the Town. He recommended the road be built for 20 feet wide.

Mr. Bowers stated if almost all of North Wolfeboro Road residents voted unanimously to keep it 22 feet then he suggested keeping it that way. He stated he was a frequent user of the road and felt that if two trucks or two drivers were to meet that they could turn around in the many driveways on the road. He felt the Town should honor the wishes of the residents of that road.

Mr. O'Brien stated he was not going to comment what size the width of the road should be but felt it was important to remember that Mr. Roessiger was reminding them of a promise they made. The Board established an Ad-Hoc Committee for Rural Roads and they filed a report to the Board of Selectmen and the plan was adopted in March. In the report it states that there should be stakeholder involvement. The plan states that neighbors should be notified of small maintenance items and large maintenance items require that a meeting be held so residents can voice concerns or comments. We should have been getting together with the community first. Mr. O'Brien stated he was not sure if the Town forgot to do this or what happened but the Board of Selectmen adopted the plan so it should have been done. He wanted to remind everyone that these policies should be followed.

Mr. Harriman stated he agreed with Mr. Ford. He stated North Wolfeboro Road is a heavily traveled road. He felt that North Wolfeboro Road would not be considered one of the rural roads that the Ad-Hoc Committee was discussing. He felt the road should be at least 20 feet wide with 2 foot shoulders. He stated it is a safety issue because plow trucks have a hard time getting by.

Ms. Murray stated she lives on a dirt road and one of the things the Town did for her road was to change the size of the plows that the trucks use to plow Pleasant Valley Road. She questioned the size of the plows being used.

Mr. Ford stated 19 foot plows are used.

Ms. Murray felt making North Wolfeboro Road a 19 foot road would be a good compromise for everyone but she would go with the majority of the Board. She agreed with Mr. Roessiger that she liked the rural look and smaller roads.

Mr. Bowers agreed with having the road become 19 feet if the residents agreed.

Mr. Roessiger stated one of the advantages of the narrower width is wider swales and better drainage. He felt most of the residents would agree to the 19 foot width as a good compromise.

Mr. Harriman questioned Mr. Roessiger about where the 16 residents that favored an 18 foot width road lived.

Mr. Roessiger stated most of them lived on North Wolfeboro Road but some were from Stoddard Road and some from Trask Road.

Mr. Diamond stated he wanted to clarify that the North Wolfeboro Road Association voted for smaller roads not directly 18 foot roads. The vote was to make the roads smaller. We just wanted the roads to be narrower than they are now with better drainage on both sides and to update the roads. Mr. Diamond stated he could talk to the neighbors and get a more detailed vote on what they wanted and report back to the Board of Selectmen.

Ms. Murray asked the Board how they would like to move forward with this issue.

Mr. Senecal stated he felt 19 feet would be a reasonable compromise.

It was moved by Dave Senecal and seconded by Chairman Murray to pave North Wolfeboro Road as a 19 foot road. Members voted 4 to 1 with Mr. Harriman voting no, the motion passed.

B. ADA Access at Wolfeboro Beaches

Dwight Devork, Wolfeboro Resident and prior Selectmen, addressed the Board. Mr. Devork read the following letter: (See attached sheet)

Mr. Devork proposed that the Board of Selectmen and Budget Committee authorize the purchase of 2 or 3 Mobi-Chairs for use during lifeguard hours at Carry Beach, and for the purchase or construction of a wood or other firm surface ramp to access the beach from the Carry Beach gate at the parking lot.

Mr. Senecal stated he has seen a ramp that just lays on the beach similar to planks that just hook together at Hampton Beach.

Mr. Devork stated that is correct and the planks are portable, easy to install and easy to take up.

Chairman Murray stated she asked for this to be put on the agenda. She has known Mr. Devork and his daughter for many years and it would be nice for her and other disabled people to be able to get into the water. We are in the process of looking at Carry Beach so Ms. Murray felt this was an appropriate time to look at this request. She agreed with Mr. Devork that Carry Beach was an appropriate spot and offered her help in pursuing a grant for one of the Mobi-Chairs.

Mr. Bowers suggested getting public donations as well.

Mr. Devork stated the organization itself might donate the chairs and then we would only need to look into the purchase of a ramp and do some landscaping at Carry Beach to fix the entrance way by the gate that often times is eroded.

Chairman Murray stated that is one of the things on our agenda to take care of at Carry Beach.

Mr. O'Brien questioned if Mr. Devork had looked at the other beaches in Town and whether those beaches would work as well.

Mr. Devork stated all three beaches are wonderful for the Town but Carry Beach is the only one with access to the water's edge being a very short distance from the parking lot and it has a shallow depth. Brewster Beach and Albee Beach both have a long walk from the parking lots to the water's edge and the water gets deep much sooner from the beach's edge.

Mr. O'Brien stated he was looking at the website mobi-chair.com and these chairs and ramps are available at four State Parks in New Hampshire.

Chairman Murray stated the Board would look into this.

Mr. Harriman stated this is a fantastic idea.

C. Quantum Consultant to Discuss Bridge and Dam

Mr. Ford stated Lisa Martin, President of Quantum Construction is here tonight to give a PowerPoint presentation on Townsend Brook Dam. The Townsend Brook Dam consists of Pleasant Valley Road acting as an embankment dam with an outlet structure, constructed in 2008, consisting of precast concrete components.

Ms. Martin gave a PowerPoint presentation. (See Attached Sheet)

Ms. Martin stated based on our observations and review of existing documents, it appears that water is seeping under the drop inlet structure and flowing along the underside of the precast box culvert. It is likely that the culvert's trench dams intercept some flow and force water up through the joints between the box culvert segments. The differential settlement between the box segments occur in the vicinity of the trench dams shown on the construction plan, and photos document that this condition existed at 2008 construction completion. Seepage is also flowing through the roadway embankment and has been doing so for some time. The soil graduation of the roadway/dam embankment is unknown.

Chairman Murray questioned if the seepage was coming from our drainage pipe.

Ms. Martin stated they did observe that but also it was breaking out in the embankment. She agreed that water was coming down the drainage ditch but there is also seepage outbreak in the embankment above the water level. It corresponds to the water level in the pond. The major problem is the water that is coming up and under the culvert and through the joints. This is why we are observing water coming out of the culvert and no water going in.

Chairman Murray stated that the pond used to be fire pond. She felt there were issues happening upstream. She was concerned about taking away the pond which has been a natural catch basin for all the stuff that is happening upstream. She stated the issue upstream needed to be looked at so all the stuff does not end up in Lake Wentworth.

Mr. Senecal questioned who put in the existing culvert because it sounds like there were some installation issues that were not taken care of during the initial installation of this project.

Mr. Ford could not remember the name of the construction company but he stated there were some design issues and the contractor had some problems completing the project. They did the best they could but obviously we have some problems ten years later.

Mr. Ford remembered it was Glenn Builders and they were the low bid.

Mr. Senecal stated the person doing the inspection was not there when the wrong types of soils were put in. He thought this was why the two culverts separated.

Ms. Martin stated the culvert had probably settled almost immediately.

Mr. Senecal stated so those issues happened right away when it was installed.

Ms. Martin agreed and stated our task was to look at it and make suggestions to fix the problem. There was always a dam there and it probably always had issues. Water is traveling under the culvert and it is coming up through the joints. This will continue to happen unless a cutoff is built upstream. Ms. Martin recommended two alternatives, Alternative I – Remove Drop Inlet Structure/Dam or Alternative II – Repair Dam.

Mr. Ford stated either solution is going to be a long environmental permitting process. The existing erosion upstream from this is an issue that needs to be looked at as well. We will need to talk to the four abutters. Mr. Ford recommended Alternative I. He stated it could be done in two phases so in 2019 we appropriate the money for the engineering permitting and then come to a permanent solution to take out the dam. Then we would have some more time to gather data.

Mr. Harriman questioned if the pond was still being used as a fire pond.

Mr. Ford did not think it was ever used as a fire pond.

Chairman Murray stated before there were wooden slats that could be removed or adjusted.

Julie Brown, Executive Director of the Wentworth Watershed Association, addressed the Board. She visited the dam and has reviewed all the reports and agrees that the dam is not functioning so something needs to occur. The Association agrees with Alternative I but their biggest concern is the sediments. They are concerned that if the flow is restored that the sediments will end up in Lake Wentworth which will lead to huge degradation of water quality. We believe that a lot of the issues going on in Winter Harbor could have been occurring from sedimentation deposited off from the construction off of Forest Road. We do not want to repeat this situation in Lake Wentworth. Our Association has identified 6 sites upstream from the Townsend Brook that is causing some of the issues that are occurring. The construction that is happening in the Orchards also is dumping more sediment into the Lake. We are very concerned about the removal of the dam but we understand the importance of the Town's budget. However, we would like reassurances that the Town is going to be addressing through environmental permitting and evaluation some of the issues upstream before any actions take place. If there are not assurances through the Town that there are investments that are going to occur before any action is taken then the Wentworth Watershed Association would recommend that the Town spend more money and fix the dam to prevent those sediments from entering the lake. She would like the Town to consider lake health.

Chairman Murray stated she was comfortable with the Town doing a design and permitting with emphasis on environmental issues and dealing with sediment.

The Board agreed.

Mr. Ford stated it is a good first step at looking at the problem.

Mr. O'Brien stated there was a comment made about the construction at the Orchards that sediment may be running into the lake. He questioned if during the site plan review if these things were being looked at. He asked if we were doing something to mitigate it.

Mr. Ford stated the biggest issues are when the road goes in but we look at anything near wetlands and recommend using best management practices.

Mr. O'Brien questioned when new construction is being done if site reviews are looking at making sure and verifying that we are not getting run off into Lake Wentworth. It is not good to have a regulation unless someone is watching it.

Mr. Ford stated we do not have the staff for that but agreed that they needed to do better.

Mr. O'Brien stated we have already identified areas where we need to be concerned about water quality. He suggested having a discussion on how we can do this together.

D. Discussion of Twister Expansion at Abenaki Ski Area

Seth Kassels, Resident of Tuftonboro and volunteer ski coach, addressed the Board. He stated he has lived here for 6 years and his greatest joy is spending time at Abenaki. He is here to ask the Board of Selectmen for their permission to expand an existing trail. Abenaki has 5 main trails and two rope tows. The ski area is approved for boundary to boundary area skiing, meaning we are allowed to ski in the woods. The new lodge and all the other improvements have been fantastic for the community. Youth Development Programs such as the Ski Team and Freestyle Team continue to grow with nearly 80 enrolled skiers. We are asking to optimize one of the trails to allow for the Ski Team, Freestyle Team and others to use the ski area at the same time. The Ski Race Team and Freestyle Team presently only practice when the ski area is closed due to space constraint and lighting. When races are held the main slope of the ski hill is generally closed. The goal of optimization is to allow for the Ski Team and the Freestyle Team to practice at the same time, allow for the majority of the hill to be open to the public during a sanctioned race and to create a safer barrier between racing, freestyle and public skiing. The Ski Team will host a NHARA elite race camp with 40 racers and their families attending this year. The trail we are asking to expand is the Twister Trail. It is a small and tight trail right now. The trail is not wide enough for ski racing or freestyle skiing and for the groomer to get down it to maintain the trail.

Mr. O'Brien questioned the location of the trail.

Mr. Kassels stated we would like to widen that area.

Chairman Murray questioned how Mr. Kassels planned on funding the project.

Mr. Kassels stated through Town and private funders. There is a contractor who is willing to give us a discount.

Chairman Murray asked if there was a date for completion. Are you looking for this ski season?

Mr. Kassels stated we are looking to do the project in steps but would love to have it completed soon. Friends of Abenaki are considering the proposal. We would like to get permission for the trail to be widened this year.

Chairman Murray asked about the snow making and if they would be able to push the snow over to the trail.

Mr. Kassels stated that is the idea.

Ms. Merrow asked if they would require any environmental permitting to allow for trees to be cut.

Mr. Kassels stated trees will be cut and the contractor would file the Intent to Cut.

Ms. Merrow asked if there would be any environmental permitting for disturbance of earth. How many square feet will be disturbed?

Mr. Kassels was not sure but the contractor will be responsible for that. We have talked about funding for erosion control and we will make sure it is done.

Ms. Merrow thanked Mr. Kassels.

Chairman Murray asked to see a copy of the plan and it needed to be reviewed by our staff and the Town Planner.

Ms. Merrow agreed.

Chairman Murray stated if this is approved tonight then the plans need to be sent to the Town and they would need to keep the Town in the loop.

Mr. Kassels agreed. The intent was to flag everything and he asked if the Town Planner could approve the flagging.

Ms. Merrow stated she would like Matt Sullivan to take a peek at the site plans being prepared. We need to have an idea of how many square feet are going to be disturbed.

Mr. Kassels stated he would coordinate with the Town Planner and follow his requirements.

Mr. Harriman asked if they planned on leaving a tree buffer between the main trail and the Twister trail. Are they still going to be separate trails or will it open up to one wide area?

Mr. Kassels stated there will be a buffer of some kind due to safety issues.

Chairman Murray stated it was a great idea.

It was moved by Dave Bowers and seconded by Dave Senecal to approve giving permission to expand Abenaki for the Twister Trail and that the proposal will be given to the Town so Matt Sullivan can review it. Members voted and being none opposed, the motion was passed.

E. Northern Humane Service Agency – Budget Submittal

Eve Klotz, Director of Northern Humane Services, addressed the Board. She thanked the Board for their continued support and she asked for (\$7,449.00) level funding this year. Northern Humane Services was awarded a contract for establishing a drug court in Carroll County. We have had a full functioning drug team since February 2018. We have a team member working in the jail as well.

Mr. O'Brien questioned the statement of financial position of the cash and cash equivalents of the designated and undesignated assets. He questioned if the funds were endowed.

Ms. Klotz stated she was not sure. She stated primarily 80% of our clients are on Medicaid. The people that this fund helps are the working poor. High insurance deductibles are becoming a continued problem for people. We service over 4,000 people a year.

F. CASA Agency – Budget Submittal

This was moved up in the agenda.

G. Draft Letter Regarding Potential Land Use Change Tax in Tuftonboro

Ms. Merrow stated the Town recently closed on a property in Tuftonboro which is going to become a portion of our RIB site. It is contiguous with the parcel that is in Wolfeboro that has always been in current use. There was an assumption that we would be paying a Land Use Change Tax so we are bringing it to the attention of the assessor in Tuftonboro. The land is already in current use so we would like it to remain in current use so there is no tax. If any structures are built then it would have to come out of current use at that time.

Chairman Murray questioned if any structures were going to be built.

Mr. Ford stated there will be some earth work done but it will all be covered back up after we are finished. There will be walking paths and monitoring wells. There really won't be any major construction but there will be some tree cutting and some earth moving. He asked the Selectmen to visit the site on Friday, October 5th at 1:00 PM.

H. Proposals for Survey Work at Rust Pond Boat Access

Chairman Murray stated this is still on hold.

Ms. Merrow stated Randy Tetreault is working on his written proposal.

The Board agreed to wait until the next meeting but would move forward if the proposal was not submitted at that time.

I. Set Date for a meeting with the Budget Committee

Chairman Murray stated we agreed to meet with the Budget Committee on October 10th at 6:00 PM to discuss Cyanobacteria, the Public Safety Building Feasibility Study and the Police Detail Revolving Fund.

Mr. Harriman suggested talking about the Townsend Brook Dam Study as well.

Old Business

A. Education Funding Letter from Town of Peterborough

Chairman Murray stated she is concerned about signing the letter. She supported the idea that she did not like the State passing costs down to the local government but she is concerned about where the Town of Peterborough is going with school funding.

Mr. O'Brien felt we should weigh in at a later time.

B. Public Safety Building and Possible Need for Further Study

Ms. Merrow stated our staff is meeting with Lavallee on October 10th at 2:00 PM to define the scope of our next study.

Mr. Bowers stated he was concerned with the architectural design. There are some things that need to be checked before we have a warrant article of any kind. He stated there is a lot to be checked and as he stated before the mansion next door needs to be checked. He felt spending 10 million dollars would not fly with the taxpayers.

Chairman Murray stated other possible sites should be looked at as well. She would like to see a comparison of what is proposed to other solutions that we can come up with.

Mr. Harriman stated he felt that everyone understood at the last meeting that no one was keen on spending 10 million dollars on a Public Safety Building and that other options were going to be looked at. We can look at other Town properties that are available.

Mr. Senecal stated there are a few of us that are going on a fieldtrip to look at the Public Safety Building that was just built in Farmington. Our architects in the past have discussed with us about going to a different location. He suggested getting different options from the architects about properties that the Town already owns. He felt that most renovations cost more than building something new. Mr. Senecal stated no one is opposed to being apart but there are some benefits to keeping the departments together such as the shared space.

Mr. O'Brien stated Chief Rondeau has reached out to Farmington and they have invited us to see their new facility. We are going to be doing some comparisons. Members of the Budget Committee were invited as well. He felt it was a good thing.

Ms. Merrow stated the team will be meeting on October 10th at 2:00 PM.

C. Media Policy – New Draft Under Discussion/Review

Chairman Murray stated this is a reminder that we are working on this.

D. Policy on Betterment Petitions: Ronald June Bug Furber & Hattie Roads- Written Response from Public Works Director; Set Hearing Date and Next Step

Ms. Merrow stated we are working together with Planning and Public Works to try to come up with a policy and a procedure when a petition is received to improve a road subject to betterment how we proceed next. The road that we received a petition on is rather complicated and it is larger than any of the other roads the Town has done. It would be a major undertaking and there are some

questions about easements and property lines. The Town feels that the petitioners would need to pay some fees for some up front design and engineering. Also, the project would have to go out to bid to a construction company because of the size of the project.

Mr. Ford stated we are proposing that we put this on hold until we develop a policy and figure out how we should proceed.

Chairman Murray stated this memo will be put into a letter that will be sent to them.

Ms. Merrow stated that is correct.

Mr. O'Brien stated this is a big project and will require a lot of work.

Mr. Ford stated it will be a road project that is bid out. He is getting a proposal from Underwood Engineering for the cost of engineering and it will not be a small cost.

Chairman Murray stated Ms. Merrow explained that the first step is that the people of this road must decide that they are willing to pay for this project. The Town is not going to pay for the design or any of the engineering costs.

Mr. Ford stated they do not have an association or broker so they will have a hard time coming up with \$50,000.00.

Chairman Murray stated we need to work on how this will be funded.

Ms. Merrow stated the project is too large for the Town to absorb and it would be up to the residents to bring the road up to Town standards. At this time the road is not up to Town standards so the road cannot be taken over.

Chairman Murray stated we need to work on a cost estimate to get to them on what the engineering would be for the design.

Ms. Merrow stated we can assist them in getting an estimate for design and engineering.

Chairman Murray stated the draft letter explains taking 3 years for the betterment. Also, there were problems with the layout as well. We declined doing Fieldstone Road because of the layout of the road.

Mr. Ford stated that is correct. The residents could not raise the funds so it stayed a private road.

Mr. Bowers stated we need to tell them that it will be their project and their expense and we will review it once it is all together and vote on whether to put it in betterment. There is not much we can do until they do a lot of work.

Mr. Harriman stated a cost is needed for the design and then an estimate for the whole project. If the residents decide to get an estimate for the project and then decide that the project is too expensive they will still be responsible for the engineering fees through the betterment assessment process. If they decide to proceed with the project a second betterment assessment will be done.

Other Business

Budget Discussions

A. Libby Museum Including Capital Project Capstone on Retaining Wall, Feasibility Study Progress

Alana Albee, Director of the Libby Museum, addressed the Board.

Chairman Murray stated we received an estimate for the increase in hours.

Ms. Merrow stated it is not an increase in hours but an increase in weeks.

Mr. Bowers stated the salary is very modest for what we are getting in return.

Chairman Murray questioned line 01-45891-380 Outside Services because of the increase.

Ms. Albee stated cleaning has increased by \$210.00, Elevator Inspection was added for \$200.00, Security and Fire has increased by \$76 and Drinking Water for \$150 was not included before.

Mr. O'Brien questioned line 01-45891-435 Building Maintenance. He asked if there were any other things that Ms. Albee observed that needed to be fixed in that building.

Ms. Albee stated there are many things but she was trying to stay within budget.

Mr. O'Brien stated he would like to hear the high priority list.

Ms. Albee stated the screen doors and the four large vents that have to be closed every year were supposed to have shutters put on them to reduce the moisture.

Mr. O'Brien questioned if moisture was a problem in the building.

Ms. Albee stated it is a huge problem. It damages the collection.

Mr. O'Brien questioned if any air quality assessments have been done.

Ms. Albee stated a moisture study was completed in 2016.

Mr. O'Brien questioned if there was any money in the budget to remediate any of the issues.

Ms. Albee stated fans were installed last winter to run all year but we have not run them a full winter to see if it will alleviate any of the problems. The first solution was to put shutters on the four vents which have not been done yet.

Chairman Murray stated those are the fans on the ceiling but she thought they were supposed to get fans to blow on the walls.

Ms. Albee stated the fans blowing on the walls were the ones tested to reduce the moisture during the monitoring.

Chairman Murray stated the fans on the ceiling are the more permanent fix.

Ms. Albee stated there are some very big issues but we are also looking at potential restoration of the whole building which will be required if the Town hopes to have any exhibits left after 50 years or less. The exhibits are getting severely damaged.

Chairman Murray asked for the revenue that the Libby Museum collects because in past years Ms. Albee has provided this information.

Ms. Albee stated it is modest. Last year we doubled the revenue because we changed the cost of the entrance fees. She stated the revenue is between \$3,000.00 and \$4,000.00.

Chairman Murray questioned if there were more people that visited the museum.

Ms. Albee stated the numbers are a little over last year.

Mr. O'Brien asked for the number of visitors this year.

Ms. Albee stated just over 3,000 visitors.

Chairman Murray stated there is a Capital Request for repair to the waterfront retaining wall.

Mr. O'Brien questioned if someone had fallen off the wall.

Ms. Albee stated a child fell this summer. The paving stones are very uneven.

Ms. Albee stated there are problems with geese so some supplementary funding for putting in low Juniper bushes was suggested.

Mr. O'Brien stated the wall is in need of repair.

The Board agreed the project needed to be done.

Ms. Albee stated the Loop has been a great success with the collaboration of the Wright Museum and the Trolley.

Ms. Merrow stated it was terrific.

B. Executive Budget

Chairman Murray questioned line 01-41301-117 Part-Time Positions. The Chamber of Commerce is requesting money for the Information Center. She stated she would like to add \$500.00 to the line so it would allow the Chamber to cover 10 Sundays with an employee there for 5 hours. Residents have requested that the Information Center be opened on Sundays during the main part of the year.

Ms. Merrow agreed.

It was moved by Chairman Murray to increase line 01-41301-117 Part-Time Positions by \$500.00 so the new amount for the line would be \$9,000.00.

Mr. Senecal stated the amount is not enough.

It was moved by Chairman Murray and seconded by Brad Harriman to increase line 01-41301-117 Part-Time Positions to \$9,500.00. Dave Bowers abstained. Members voted and the motion passed.

Chairman Murray mentioned a typo on page 2 (4 x 500 equals 2,000 not 21,200).

Chairman Murray questioned line 01-41301-381 Cable Channel.

It was moved by Chairman Murray and seconded by Brad Harriman to change line 01-41301-381 Cable Channel to \$102,800.00. Members voted and being none opposed, the motion passed.

Mr. O'Brien asked why it was proposed for \$115,500.00.

Chairman Murray stated it was an error.

Susan Goodwin, Chairman of the Milfoil Committee, addressed the Board. They are asking for an increase to line 01-41301-870 Milfoil Treatment. There was a big problem with milfoil this summer in Back Bay. A chemical treatment was done on September 12th and we are hoping it will be successful. We are requesting a total of \$39,150.00 for next year. We will not know if this year's treatment worked until next June so we need to ask for the funds so they will be available if the treatment is needed. This year we are asking for \$10,400.00 for milfoil control efforts in Wentworth and Crescent Lakes. In the past the Wentworth Watershed Association has borne the costs for about twenty years. The Wentworth Watershed Association also has a very active volunteer Dive Team that pulls milfoil every weekend throughout the summer. There is \$3,000.00 requested for the Lake Host program as well as \$750.00 for Wolfeboro's share of the Milfoil Joint Board.

Chairman Murray suggested adding the words "hand pulling" to the fall chemical treatment for \$25,000.00.

Ms. Goodwin agreed because if a chemical treatment is not needed then hand pulling will be needed.

Mr. O'Brien suggested putting all the ways we fund water quality in one place and to discuss ways to get ahead on this area. We need to think about fixing the water quality before it becomes a significant problem.

Chairman Murray agreed water quality needed to be looked at but this is the maintenance program for milfoil.

Mr. O'Brien stated okay.

C. Economic Budget

Cindy Patten, Chairman of the Economic Development Committee, addressed the Board.

Chairman Murray stated the reason line 01-46520-117 Part Time Wages has a small amount spent is because there was not a secretary for a while.

Ms. Merrow added \$750.00 to line 01-46520-311 Consultants, perform the economic development activities listed in the Master Plan Revision.

Chairman Murray suggested listing examples for the Budget Committee.

Ms. Patten agreed.

Ms. Merrow stated testing is being done for Broadband for the Mobility Fund so there may be a need for a consultant to write a grant.

Mr. O'Brien stated the entire work plan is based on only \$750.00.

Ms. Patten stated line 01-46520-560 Dues & Subscriptions was increased due to increased membership costs.

Chairman Murray stated \$500.00 has been added to line 01-46520-562 Advertising due to Last Night costs not being in this budget last year.

Ms. Patten stated line 01-46520-820 Professional Development was decreased by \$50.00.

Ms. Merrow requested the line remain at \$150.00 because the Committee was asking for her to attend a meeting.

Chairman Murray stated the item needs to be written in so it does not get cut.

D. Town Manager

Ms. Merrow stated she is working a lot and asked to restore funding for herself and the Finance Director.

Chairman Murray asked to put line 01-41302-113 Supervisory Salaries on the Revisit List. She would like to go into non-public after the October 9th meeting to review Ms. Merrow's contract.

The Board agreed.

Chairman Murray stated the 100 and 200 series will be tabled.

Chairman Murray stated line 01-41302-311 Consultants should have a list of items that the money will be used for.

Chairman Murray questioned line 01-41302-560 Dues and Subscriptions. The line has not been spent.

Ms. Merrow stated the line will be spent although it will be a little bit lower.

Chairman Murray asked for the date of the expenses to be more current than August 20th.

Mr. O'Brien agreed but questioned if it would be difficult.

Ms. Zabkar stated it should not be hard to do.

Chairman Murray stated line 01-41302-810 Travel and Meetings there was a big decline.

Ms. Merrow suggested having a stipend for mileage.

Chairman Murray agreed to look at a mileage stipend when we look at everything. Mr. Owen did have a mileage stipend.

Ms. Merrow stated it is a tax issue.

Mr. O'Brien stated it is taxable income.

E. Painting of the Clark Barn & Clark Museum Complex Leases/Legal

Ms. Merrow stated the Clark Complex has multiple leases and the Historical Society requested that we put them all together in one lease. Ms. Merrow agreed that this would make sense. It will be very time consuming and the legal budget is already over budget so she would like to defer the work until 2019. We are ready to hold a public hearing. If we do accept the Barn there will be expenses for painting and maintenance. The painting estimate is for approximately \$6,500.00. It has been suggested that this become part of Parks & Recreation responsibility because the regular museum is there.

Chairman Murray asked if this would be a separate budget in our budget or are we going to add all of the costs for electricity and other estimates into the Clark House.

Ms. Merrow stated she thought it would be listed under the Clark House.

Chairman Murray stated the wording should be changed from the Clark House to the Clark Complex.

Mr. O'Brien asked how much this would impact the taxpayer.

Ms. Merrow stated we have proposed another part-time position to the Parks & Recreation budget due to increases in responsibility.

Chairman Murray stated this has been a challenge since the beginning but felt the Town had an obligation. Ms. Murray stated the Board made a mistake when they agreed to this. There will be a public hearing and the public will tell us what to do.

Mr. O'Brien stated he would like an estimate before they set a date to hold a public hearing.

Ms. Merrow stated she was not sure how they would get costs since it has been operated by volunteers.

Chairman Murray stated the electricity has not been used so she will need to estimate.

Ms. Merrow stated there is no history.

Mr. O'Brien stated they only needed a rough estimate.

Chairman Murray suggested basing the cost on the Clark House since it has similar usage and timeframe.

F. Police Department Detail Revolving Fund, Accumulated Balance and Rates

Chairman Murray stated she asked the Chief and Captain to look at how the Detail Revolving Fund has been handled. She felt it was a management bookkeeping issue. The 2006 Warrant Article states this should be an in and out type of program. Some years there has been money left and other years they have run in the negative and it has been inconsistent until 2015. Since 2015, the money has been increasing. The 2017 audit shows there is a surplus of \$10,040.00. The question that needs to be discussed with the Budget Committee and ourselves is how this should be managed. Also, we need to decide how this money should be used. The Town Manager has talked about Tasers and the Police Chief has talked about cars.

Mr. O'Brien questioned if the Police Commission can move the balance into another fund.

Chairman Murray stated it came be transferred in to the Public Safety line under our revenue statement. It goes into the General Fund not the Police Department itself.

Mr. O'Brien stated the question is what the financial walk is. How does the money move from one fund into the other fund? This is an increment of surplus and he wanted to know what happens to it.

Chairman Murray stated there should not be an increment of surplus. The fund was not designed to have a surplus.

Ms. Merrow stated not all officers make the same rate of pay and when the detailed rate was changed a lot more revenue was created.

Chairman Murray stated we are not sure this is the case. She suggested something else is going on and whatever is happening in this fund it is not correct.

Mr. O'Brien stated we need to make sure everything is kept whole.

Mr. Senecal stated the detail rates changed in 2017. This is a sizeable amount of money.

Ms. Merrow stated the detail rate is \$62. How much does the officer get?

Mark Livie, Police Captain, addressed the Board. Every officer makes the same amount.

Ms. Merrow stated even a patrolmen makes \$50.

Mr. Livie stated correct.

Chairman Murray stated all the money needs to go back to the General Fund and then we need to decide what to do with the extra money.

Chairman Murray stated she asked Ms. Moore to give her the calculations for how the \$71.00 is broken down. The officer makes \$52.00 and what are the other costs.

Mr. Livie stated he would get the information for the Board.

Mr. O'Brien questioned if the Chief and a patrolmen get the same amount of money for detail.

Chairman Murray stated correct.

Committee Reports

Dave Bowers attended the Groundbreaking Ceremony at the Library. He is working on categorizing Town roads.

Dave Senecal attended the AFSCME and Police Union Meetings, the First Net Meeting, the Groundbreaking Ceremony for the Library, two Committee Meetings and the Chili Fest.

Brad Harriman attended the Community Television Meeting, the Planning Board Meeting, a Transportation Sub-Committee Meeting and the Libby Museum Building Meeting.

Chairman Murray attended a Railroad Station Meeting. She contacted Chris Williams and he will give them advice on how to renovate the Railroad Station. She attended a special Last Night Meeting, two Master Plan Meetings (Community Facilities and Infrastructure), the Groundbreaking Ceremony for the Library and the First Net Meeting. She sent the plan for freezing Back Bay to NHDES and asked if the Town needed permits. NHDES stated a permit would be required.

Paul O'Brien attended the Energy Committee Meeting.

Town Manager's Report

Ms. Merrow stated the following:

She was contacted today by a consultant from GALA and they would like the Board to consider sponsoring a Community Development Block Grant (CDBG). It would be for a feasibility study and the public hearing could be on October 17th.

There is an employee who performs payroll functions and he is going out on FMLA. This leaves the Town in a bind because it is going to happen in 3 weeks. We are strongly requesting that the Board provide some funds so that we can outsource payroll either locally or through a national company such as ADP.

Chairman Murray asked if Ms. Merrow had a cost estimate.

Mr. Bowers stated one of his companies is involved with ADP and it has 200 employees. He can give Ms. Merrow his contact information tomorrow.

Chairman Murray questioned if this was just for 8 weeks or it is longer. We will need the coverage, what it will cost us until the end of the year and what will be put in the budget for 2019.

Ms. Merrow stated the time it takes to do the setup usually justifies doing it for the remainder of the year.

Chairman Murray stated it is the cost figures that we need to see. We need to see the comparisons.

Mr. O'Brien stated there are a number of services that can be bought but you can decide which ones you would like to purchase. We need the cost of the services.

Chairman Murray stated we need the timeframe as well.

Mr. Bowers stated if Tuftonboro is going to be mean to us then maybe we should look at the rate that we are charging them to use Abenaki.

Ms. Merrow stated there is some remaining funding left in the 2018 budget for consultants and Mr. Ford would like to dedicate that money of \$4,000.00 from water consultants and \$5,000.00 from sewer making a total of \$9,000.00 from the current year against a proposal from Underwood Engineers for \$10,400.00 to rewrite the water regulations. They have not been rewritten since 1981.

The Board agreed. The funds are just being encumbered.

It was moved by Chairman Murray and seconded by Brad Harriman to appropriate \$9,000.00 from the 2018 budget for an update to be written for water regulations. Members voted and being none opposed, the motion passed.

Ms. Merrow stated she would like some guidance from the Board on salaries.

Chairman Murray stated she would like to go into non-public and then come back out.

Questions from the Press

None

Public Input

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

Suzanne Ryan, Resident of Stoneham Road, addressed the Board. She stated she was concerned with the Pleasant Valley Bridge Project. The engineer stated that it was supervised and done by Bergeron Engineers. She stated we still use this company.

Ms. Merrow stated they are two different companies. One is Bergeron Technical Services and the other is HEB Engineers.

Ms. Ryan stated that is good to know. She stated the design and construction of this project became a problem right after installation. She asked if the funding was partially State funding.

Chairman Murray stated it was not State funding.

Ms. Ryan asked what mechanism is put in place to see the sign off on these projects. This was a huge dollar loss for the Town and now we have to do it again. She asked if there was something in place for a written protocol.

Ms. Merrow stated if this had been a federal project it would require on site observation during construction. Mr. Ford stated this was a part time observation project not full time. Also, materials need to be looked at as well. There are many different kinds of concrete.

Ms. Ryan asked if these guidelines could be put in place.

Ms. Merrow stated it is very expensive and typically that is one of the first things to go out the window. She stated she has advised the Library Director to be specifically cautious of the quality of iron we receive because there are many different types of iron.

Ms. Ryan questioned if we were being penny wise and pound foolish.

It was moved by Dave Bowers and seconded by Brad Harriman to enter into non-public session under RSA 91:3 II (e) to discuss litigation and personnel. Roll call vote, Chairman Murray – yes, Dave Bowers – yes, Brad Harriman – yes, Dave Senecal – yes and Paul O'Brien – yes. Being none opposed, the motion passed.

The Board re-entered public session at 10:15 PM.

Ms. Merrow stated they were going to get a petition warrant article to eliminate in compact fees.

Brad Harriman moved the Wolfeboro Board of Selectmen to seal the minutes of the October 3, 2018 non-public meeting. Paul O'Brien seconded. Roll call vote, Chairman Murray – yes, Dave Senecal – yes, Dave Bowers – yes, Paul O'Brien – yes and Brad Harriman – yes. Being none opposed, the motion passed.

**It was moved by Brad Harriman and seconded by Paul O'Brien to adjourn at 10:25 PM.
Members voted and being none opposed, the motion passed.**

Respectfully Submitted,
Michele Chamberlain

9/14/2018



To the Selectmen and Budget Committees of Wolfeboro, NH:

Re: Handicapped wheelchair access at Carry Beach for disabled persons

Dear Selectmen & Budget Committee Members:

In 2008 when I was a Wolfeboro Selectmen, I had proposed that the Selectmen make a motion to have the town fund a method for wheelchair-bound residents of Wolfeboro to be able to get into the water at our public beaches. Although we agreed to look into the issue and pursue a solution, unfortunately my motion was at the end of my term, and following my term completion, nothing was followed up on the subject and it was forgotten, I believe. Now here we are, 10 years later, and there has been very little done to make a visit to the beach easy for a wheelchair-bound person. I am today requesting this proposal to follow, be included in the 2019 town budget plan.

Many of us are not familiar with the limitations of available exercise methods for paraplegic or spinal injury victims. They usually have very limited options for exercise. For those who cannot use their legs, swimming is one exercise that many chair-ridden people can enjoy and also get much needed exercise for cardio and respiratory strengthening. Unfortunately, in our town, a person in a chair cannot get into the water easily; it either takes a very strong person to lift him or her into the water deep enough that the disabled person can swim, or the disabled person must have someone pull them into the water in a wheelchair.

As I am a father of a disabled daughter (now 35) that has this problem, and also am a close friend to a paraplegic who cannot use her legs at all, I have on several occasions lifted both of them myself into the water at Carry Beach, or otherwise had to use a manual wheelchair to drag them backwards into the water (the deep sand prevents skinny wheelchair tires from moving at all with an occupant in the chair). Not only is this method of water access bad for the chair (getting water into the axles) but it also is very tricky since the person pulling the chair has to be quite strong to pull a chair in deep enough for the person to be able to swim out of the chair.

Some folks may think that disabled people don't want to swim, but it is completely the opposite for most in chairs. Who doesn't like going to Carry Beach, having a picnic and getting some sun, and taking a swim to cool off or get some exercise? Included in those people who do enjoy it, are those in wheelchairs.

BUT, sadly, there is no easy way for a chair person to even get from the parking lot onto the beach or the lawn at Carry Beach. As soon as you get to the wooden gate posts, there are serious ruts from rain erosion, and also some very thick sand that makes movement in a wheelchair across the sand next to impossible. There is no method for a chair person to get into the water other than I have just described.

People may not understand that usually disabled folks would *prefer to take care of themselves whenever possible*. No one likes to be at the mercy of an attendant when you're in a chair, to move around a parking lot, a beach or any other surface that's navigable. It is very frustrating for a person in a chair to be excluded from certain activities simply because the territory is not navigable.

I have a simple solution for this problem that has already been done in many towns with water access around New England. Besides having a paved or firm pathway onto the beach area so that a chair person can propel himself to where his family or friends might be, other towns have made ramps that go directly into the water from the beach, to allow a chair person to go for a swim without much fanfare at all. These towns have installed various kinds of ramps that allow a chair person to wheel directly into the water, to be able to swim without the difficulty of the sand being like a chain at your feet.

Likewise, many other towns have purchased a new type of floating, intended-for-beach-use series of wheelchairs that are made available to handicapped persons at their beaches. These floating wheelchairs are comfortable, very safe because of flotation devices on each side of the chair, and they are easily propelled in the sands because they have large balloon tires that make movement in thick sand easy. I am distributing some information on these chairs (called *Mobi-Chairs*) to your committee for serious consideration of a purchase of one or a few of these for our handicapped residents and guests. They are economical compared to some similar products on the market, and they are also easily disassembled for easy storage or transport.

For those who are aware of what modern wheelchairs typically cost (a chair custom designed for a patient can easily run from \$5000 to \$40,000; I am familiar with these costs from my experience with my daughter and her handicapped friend. So when I propose the cost of one of these *Mobi-Chairs* to be considered at \$1895 per chair, I hope you will

understand this is an extremely low cost for such a device. When you purchase something like this from a handicap supply company, the cost can be double that, easily. But these can be purchased directly from the manufacturer for the above cost and many towns and cities have done so, throughout the USA.

In addition to the chairs, I feel the town should budget and support the installation of a portable ramp system from the town beach entrance and into the water, which could very easily be done at Carry Beach. (Carry Beach is the ideal town beach for handicapped access because it has a very short distance from the handicapped parking spot next to the gate, to the water's edge, which is only about 30 feet from the gate, or less.) With a wooden or paved ramp that is submerged a short distance into the water from the beach's edge, a chair person can roll directly into the water with little resistance. If the ramp were to extend into the water for about 20 or 25 feet, it would give a lot of assistance to get a chair person into water deep enough for swimming out of the chair.

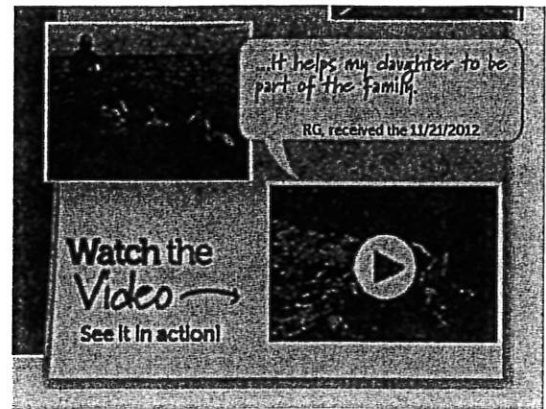
These ramps can be made similar to modern dock construction, with a 2" x 6" wooden frame that would have a plywood or trex-type of decking. These ramps would be removable for the winter (like we do with our swimming docks for children's swimming lessons), for easy maintenance and long life. There are alternatives such as a paved ramp (which would require the state's approvals and could be costly and time-consuming to acquire approvals); and bricks or stone pavers that are laid into the water for permanent usage. There is also a new portable type of plastic boardwalk, that is in use at some of our larger ocean beaches, that can be used without any substructure, it only needs to be laid down on the ground to create a firm, flat surface big enough to allow a chair person easy access to the beach and water. This same Mobi-Chair company has these portable platforms available, as well.

This web-link will take you to an informative explanation of the Mobi-Chair concept, including a short YouTube video that includes how it is used, how it benefits a handicapped person, and testimonials of patients and their families about how these chairs have helped their disabled family members enjoy life at the beach again, which was previously off-limits to them. Many of the people who make regular use of these chairs include disabled veterans, car crash victims and cancer survivors with limited mobility. Please visit this site for a good explanation of the chair type I am suggesting the town purchase:
<https://mobi-chair.com/> .

Another good site for reviewing alternate ideas and options is at this site:
<http://www.newmobility.com/2016/03/beach-wheelchairs/> from New Mobility, a wheelchair user's magazine.

And the YouTube short video of the Mobi-Chair:
<https://youtu.be/KhBKMTNXEZY>

Although there are many other options to consider, I believe you will find that Mobi-Chair purchases would be the best value and highest quality available for the money.



There may be some of you on the board who don't feel this is something that's important enough to include in the 2019 budget. Some may feel it is impractical or a maintenance liability. But I will ask those who may feel that way, to understand that many other beach towns have these already in use and serve as an attraction to tourists and residents alike, to allow their loved ones in chair an access to the beach; and I would also ask those who might not consider this an essential purchase, to place themselves in a wheelchair for an afternoon at the town beach and imagine your own frustration watching others swim while you can't get past the parking lot because of the impassable surfaces.

My simple proposal is this: the BOS and Budget Committee authorize the purchase of 2 or 3 of these Mobi-Chairs for use during lifeguard hours at Carry Beach, and for the purchase or construction of a wood or other firm surface ramp to access the beach from the Carry Beach gate at the parking lot. The chairs could be taken into the rest room buildings at night for safe keeping, and checked out for use to only those qualified to use one (a disabled person who cannot access the water otherwise). They are easily broken down for storage and are durable for public usage on a daily basis. The ramp can be left in place the entire swimming season and then taken out of the water once the beach is closed for the season.

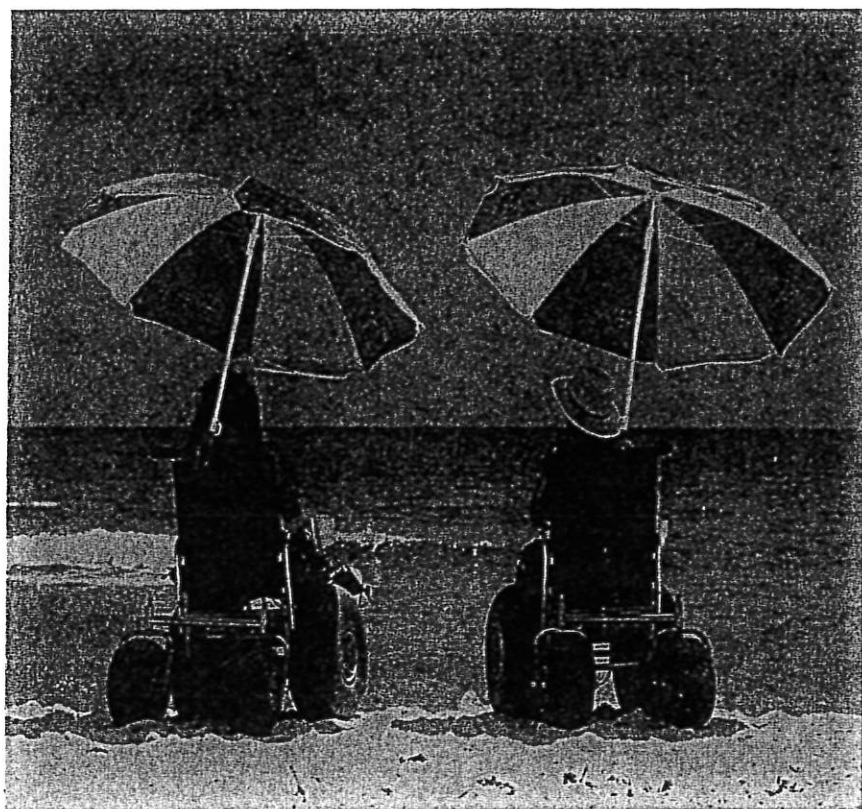
In my experience and estimation, since we have limited resources available for this recreational product, I would suggest we center our efforts on Carry Beach only at this time. Out of our 3 town beaches, this beach is the only one with access to the water's edge being a very short distance from the parking lot; and it has a shallow depth until a long way out into the water, making it easier for a chair person to get into the water gradually. Brewster Beach and Albee Beaches both have a long walk from the parking lots to the water's edge, and also the water gets deep much sooner from the beach's edge than Carry Beach.

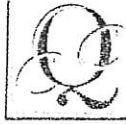
Thank you for your time and consideration. I am sure many handicapped people in our community will be grateful for a positive move to purchase this equipment and make it available as often as possible at Carry Beach.

Dwight Devork,
PO Box 38
Wolfeboro Falls NH 03896
603-393-8626

Key Points

- 1) Handicap Beach access means enjoyment for a handicapped person, as well as his or her family and friends
- 2) We are competing with other towns in the area for tourist dollars. Handicap access beach chairs can help make Wolfeboro a key stop for anyone with a walking disability
- 3) The purchase costs are minimal and maintenance is low; units are portable, seasonal and easily stored
- 4) Our town beach needs wheelchair access to the grassy area and the water's edge
- 5) We currently have NO easy access beach area for a handicapped person
- 6) Many other towns and cities have purchased these similar units to provide recreational options for the walking disabled
- 7) You cannot predict when YOU will be in a wheelchair; do you want the town to be ready for your swim, when YOU are in a wheelchair? Or do you want your family to go to the beach while you stay home??





QUANTUM CONSTRUCTION CONSULTANTS, LLC
27 LOCKE ROAD, CONCORD, NH 03301-5417 TEL: 603-224-0859 FAX: 603-224-3625

June 28, 2018

David W. Ford, P.E.
Director of Public Works and Water & Sewer Utilities
Town of Wolfeboro
PO Box 629
Wolfeboro, NH 03890

Dear Mr. Ford:

SUBJECT: Townsend Brook Dam # D258025
Pleasant Valley Road over Townsend Brook
Wolfeboro, New Hampshire

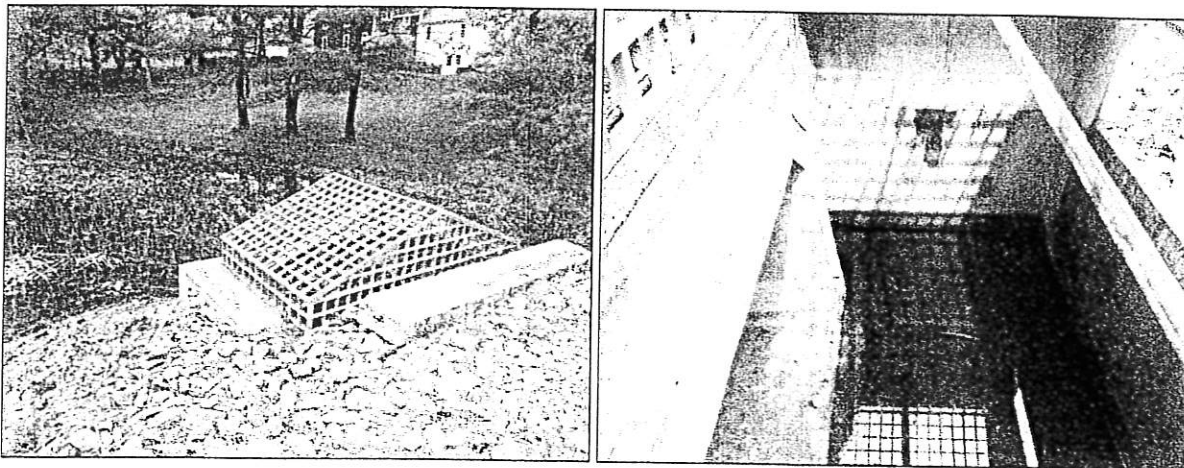
PROJECT DESCRIPTION

The Townsend Brook Dam consists of Pleasant Valley Road acting as an embankment dam with an outlet structure, constructed in 2008, consisting of precast concrete components. Construction plans by H.E. Bergeron Engineers, Inc. dated September 19, 2007, were provided.

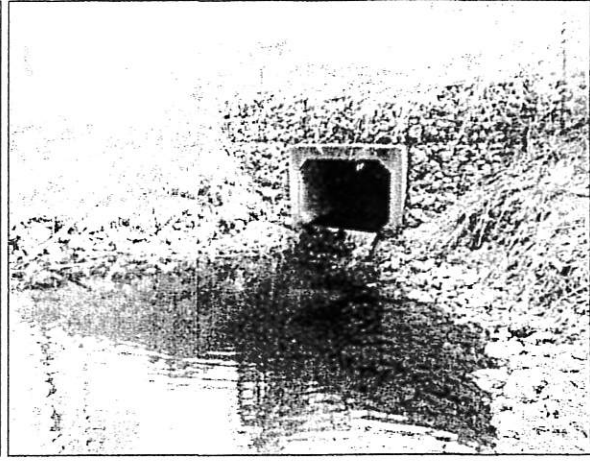
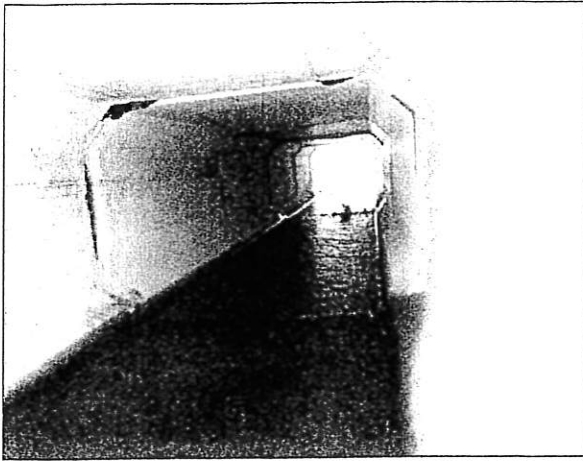
Per your request, QCC visited the site to perform an evaluation of observed seepage and structure leakage at the dam with respect to the roadway stability. Pleasant Valley Road has no outlet and is the only access to residences on the east side of Townsend Brook.

FIELD OBSERVATIONS

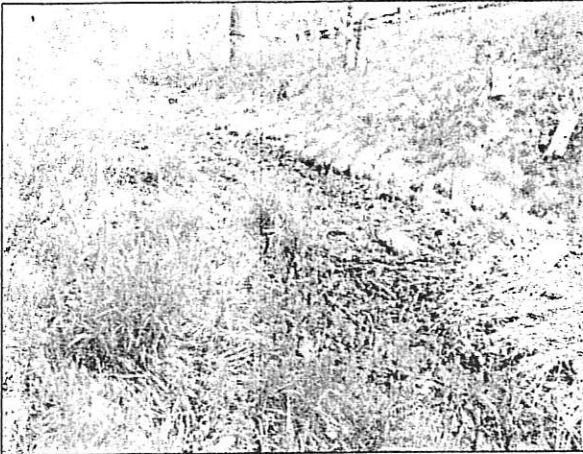
On May 17, 2018, Lisa M. Martin and James A. Bouchard of QCC visited the Townsend Brook Dam site. The following observations were made:



The outlet structure consists of a 6' wide by 10' long by 8' high drop inlet with a peaked roof trash rack. A slot was field cut in the upstream face of the structure to form a 9-foot long weir at



Seepage was observed to be entering the box culvert mainly at locations where the joints had differential settlement. The first joint had a $\frac{3}{4}$ -inch drop, the third joint had a 2-inch drop and the fifth joint had a 1-inch drop, as measured from the culvert exit. A scour hole was observed at the exit and the remains of a failed gabion basket was also observed.



Seepage through the dam embankment/roadway to the east of the culvert was observed. A long-time resident abutter stated that the seepage had always been there for as long as he could remember. Seepage was also observed on the west side, breaking out at the toe of slope.



In the area of the outlet structure, pavement cracking was observed longitudinally along the roadway centerline and transversely in the proximity of the pond edge and downstream right bank seepage.

EXISTING DOCUMENT REVIEW

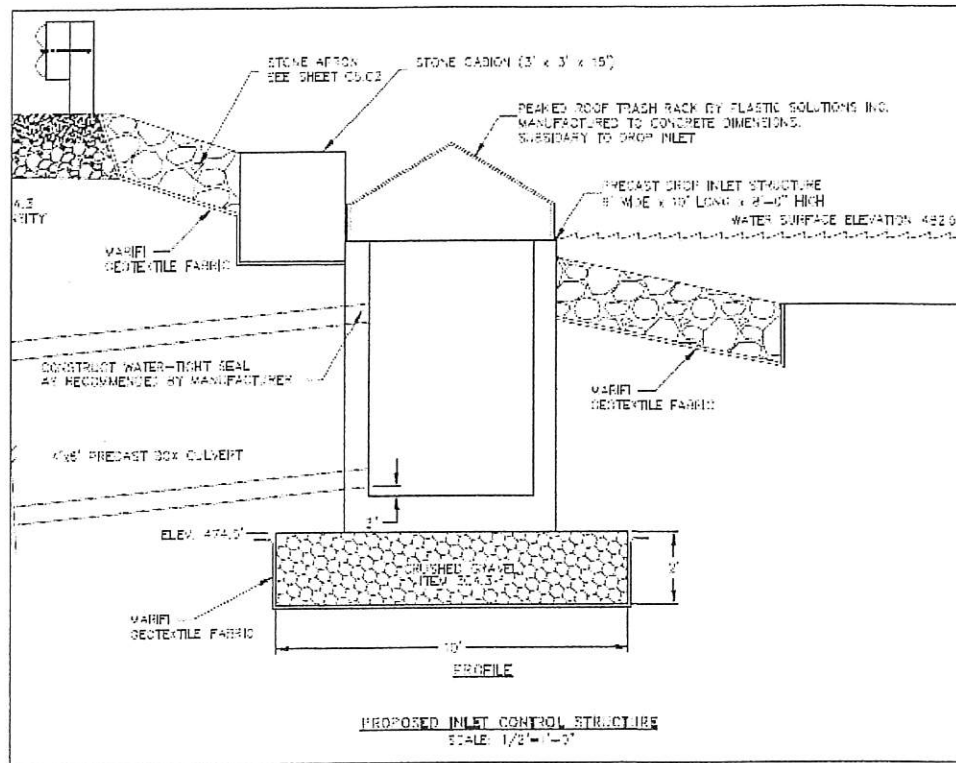
- **NHDES Dam Bureau Files**

QCC reviewed file D258025 at the NHDES Dam Bureau in Concord, NH. Records indicated that the dam outlet works originally consisted of a concrete intake structure with two 4.5 feet wide stoplogs bays that acted as a drop inlet to two 3-foot square stone masonry box culverts. The stone masonry box culverts were later extended with cast-in-place concrete to pass through the embankment dam/roadway.

The NHDES Data sheet indicates the new construction was permitted in 2007 and is classified as low hazard. (QCC notes that the failure of this dam/roadway would pose a significant hazard in that Pleasant Valley Road is the only access for residents on the east side of Townsend Brook.) The listed dam height is 14 feet with a dam length of 100 feet. The drainage area is listed as 423 acres. No design event flow was listed on the data sheet, but the full operating total discharge capacity was listed as 303 cfs.

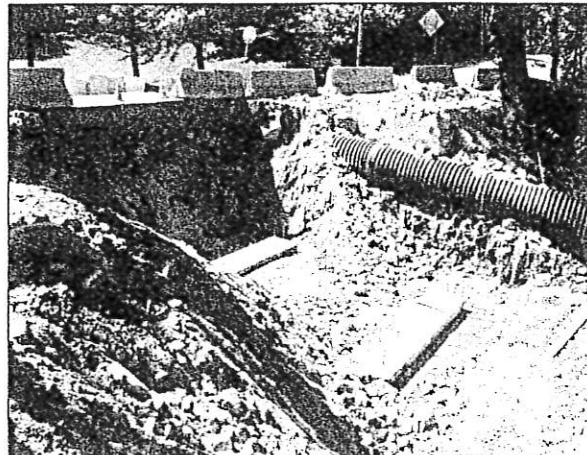
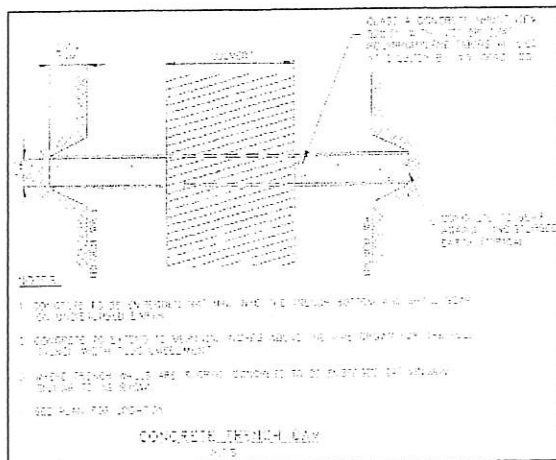
- **Construction Drawings and Construction Photos**

Construction plans by H.E. Bergeron Engineers, Inc. (HEB) dated September 19, 2007, Field Reports 1-8, and construction photos provided to the Town by HEB were viewed by QCC for purposes of evaluating the observed field conditions.

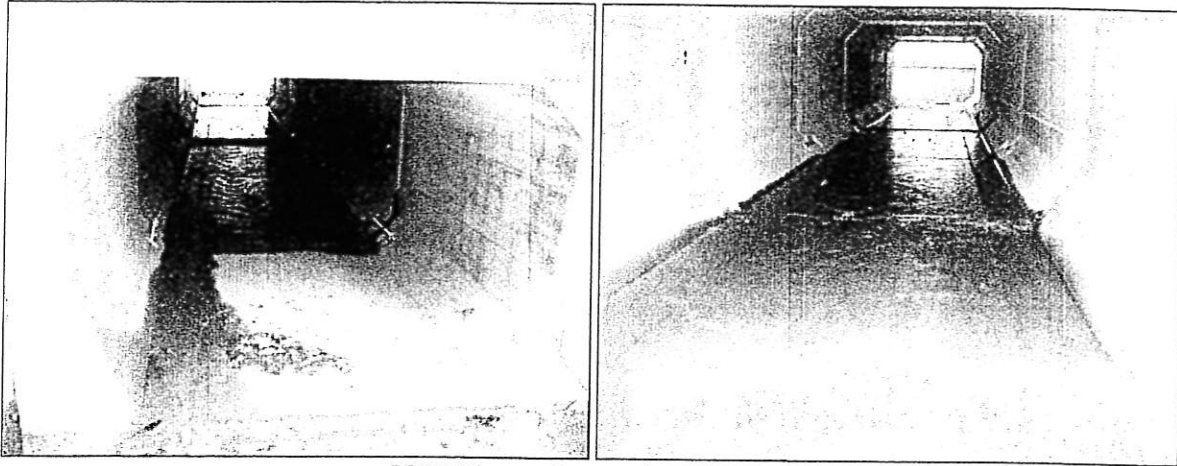


HEB Drawing C5.03 indicates that crushed gravel is to be used under the intake structure. Please note that crushed gravel is a free draining material that would allow seepage flow under the intake structure.

Field Report #7 indicates that sand was placed along the sides of the box culvert and that it was not properly compacted. The report also indicates that the flowable fill did not flow under the culvert completely. It is unclear if these issues were corrected at a later date. However, sand is a free draining material that would allow seepage to flow through it.

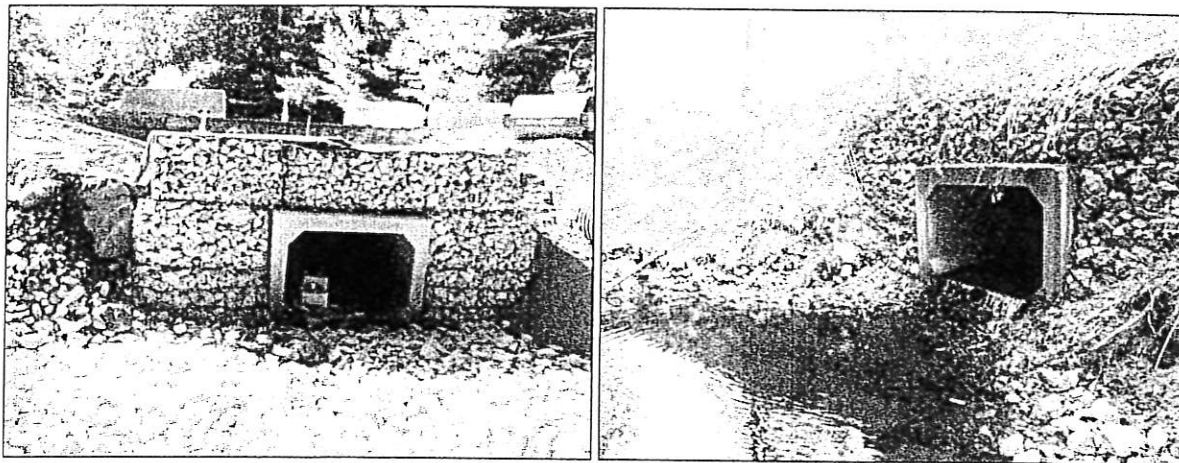


HEB Drawing C5.02 indicates that the concrete trench dam is to bear against undisturbed earth. Please note that the construction photo shows that trench excavation extended beyond the trench dam such that the trench dam could not be placed against undisturbed earth per the design drawing.



HEB Photos September 22, 2008

HEB Photos from September 22, 2008, indicate that seepage was occurring immediately after construction. The photos also indicate the differential settlement between box segments occurred during the construction phase. No field report was provided for that date.



HEB Photo August 28, 2008

QCC Photo May 17, 2018

HEB Photo from August 28, 2018, indicates that stone fill was placed at the box culvert outlet. Based on our observation of the scour hole during our site visit, it appears that the stone placed at the outlet during construction has been subjected to high velocity flows and is washed away.

CONCLUSIONS AND RECOMMENDATIONS

Based on our observations, it appears that water is seeping under the intake structure and flowing along the underside or sides of the precast box culvert sections. It is likely that the cutoff walls intercept some flow and force water up through the joints between the box culvert sections. The differential settlement between the boxes occur in the vicinity of the seepage cutoff walls shown on the plan and photos document that this condition existed at 2008 construction completion. Seepage is also flowing through the roadway embankment and has been doing so for some time. The gradation of the roadway/dam embankment is unknown.

QCC recommends that the seepage be controlled to prevent “soil piping”. “Soil piping” is the result of fine soils being carried through an embankment that can result in sinkholes or failure of the embankment and in this case, the roadway. We offer the following two remedial alternatives:

Alternative I – Remove Intake Structure/Dam

The least costly and most environmentally friendly alternative is to remove the precast intake structure, restore the brook channel to a natural condition, and allow the Townsend Brook to free flow through the box culvert. This effectively removes the dam. Seepage under and around the culvert would be reduced because the head differential would be reduced significantly. We recommend that the remaining seepage be controlled by installation of a seepage blanket at the outlet, covered with appropriately sized rip rap. The seepage through the roadway would likely lessen when there is no pond upstream.

Alternative I would involve mostly earthwork and therefore would be the least costly alternative. Environmental permitting would be necessary, but removing a sediment barrier in a natural stream is desirable and most likely would be favored by permitting agencies.

Alternative II – Repair Dam

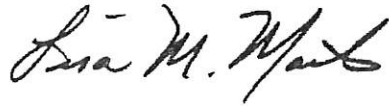
If there is a desire to restore the pond, the dam could be repaired by dredging the pond, installing a deep cutoff wall and watertight wingwall structure along the upstream face of the roadway. The cutoff structure would need to be effective enough to prevent seepage along the culvert. It will be difficult to stop the seepage entirely because of the sand that was installed along the box culvert and the seepage path it created during construction. The remaining seepage be controlled by installation of a seepage blanket at the outlet, covered with appropriately sized rip rap. The seepage through the roadway would also require a seepage blanket on the downstream slopes.

Alternative II is costly due to the need to design and permit a new dam. Soil borings and geotechnical analyses would need to be performed for seepage analyses and structural design of a new deep cutoff wall/dam.

We do not recommend that the structure remain in its current condition due to the risk of “soil piping” in the dam/roadway embankment.

We hope this report assists you in planning for a remedial alternative. We remain available to assist you in the remedial design. Please do not hesitate to call me if you have any questions.

Sincerely,

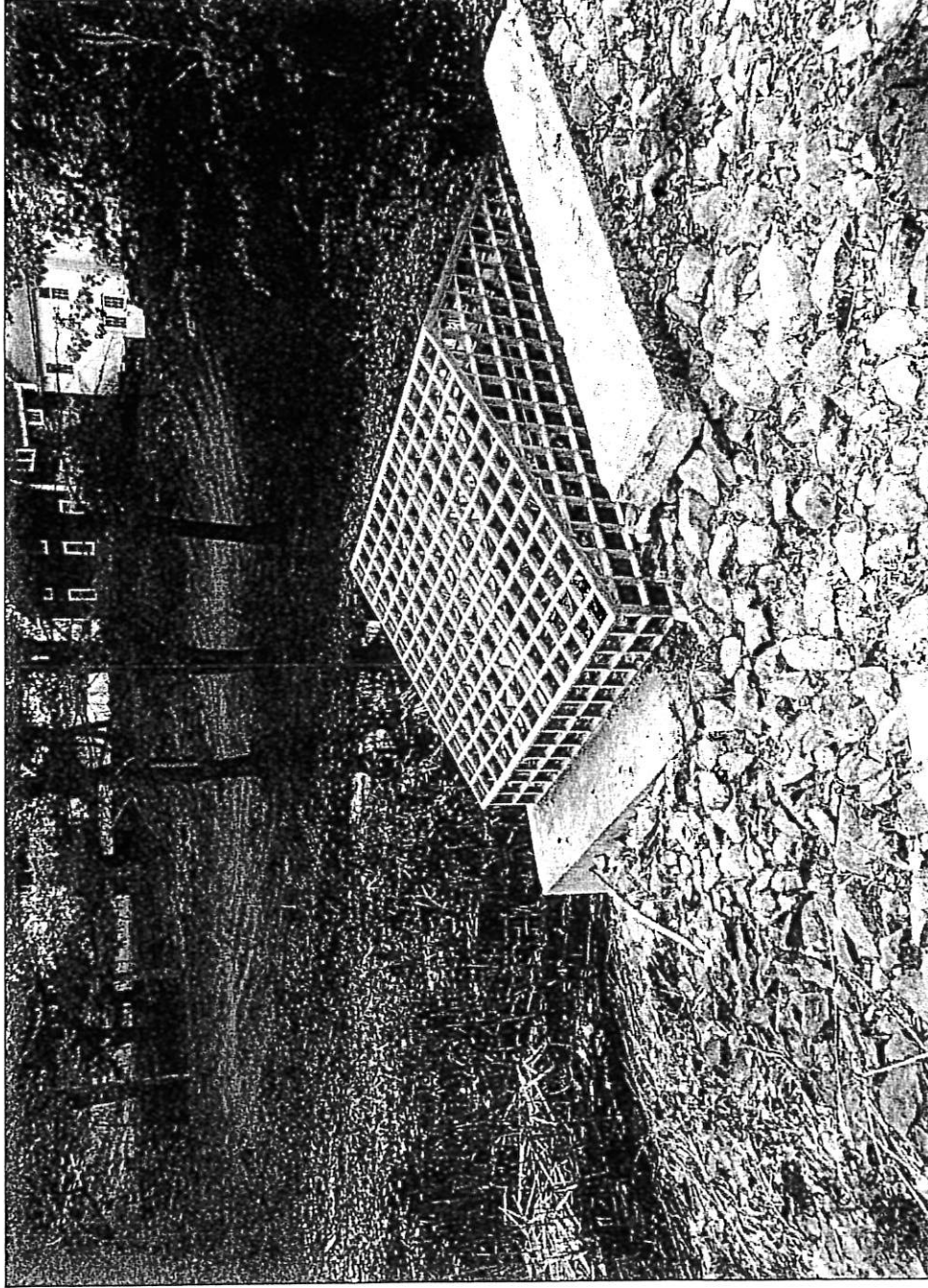
A handwritten signature in black ink, appearing to read "Lisa M. Martin". The signature is fluid and cursive, with the first name "Lisa" being more prominent than the last name "Martin".

QUANTUM CONSTRUCTION CONSULTANTS, LLC

Lisa M. Martin, PE
President

10/3

Presentation



Townsend Dam - Pleasant Valley Road
over Townsend Brook
Wolfeboro, New Hampshire



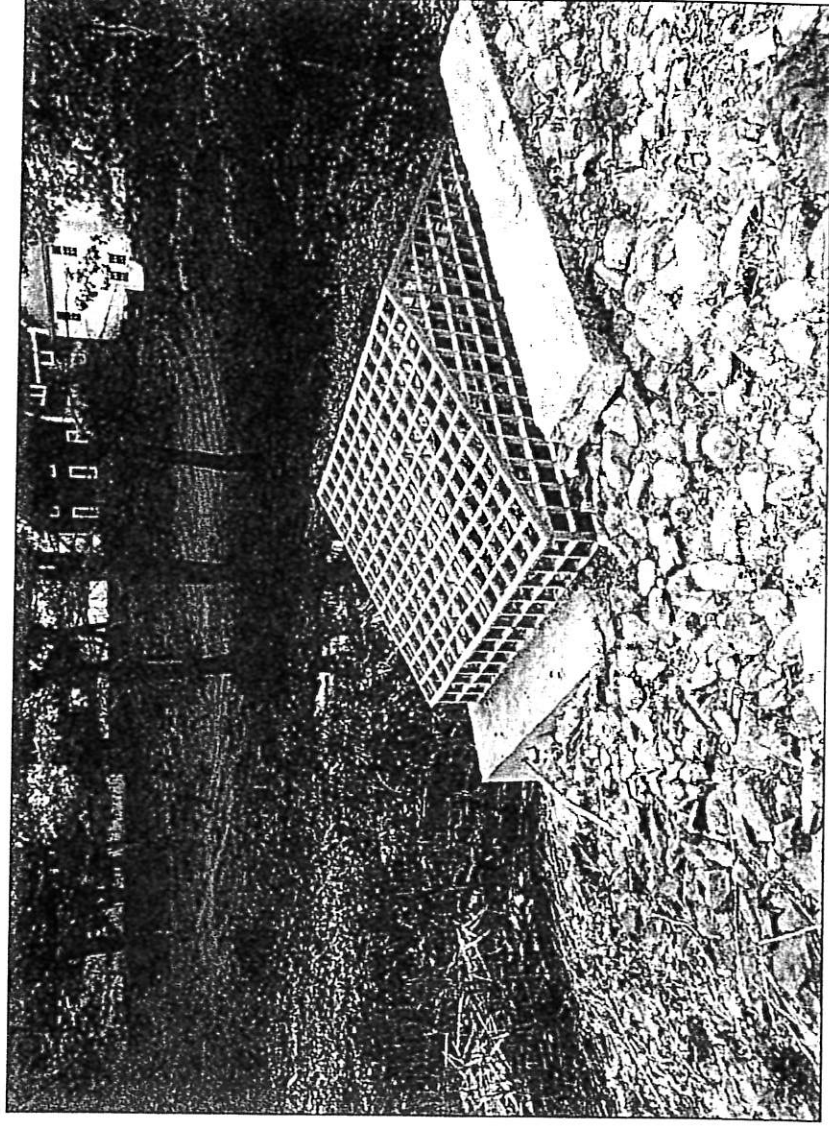
QUANTUM CONSTRUCTION CONSULTANTS, LLC

Public Presentation
September 19, 2018



Dam Description

The Townsend Brook Dam (D258025) consists of Pleasant Valley Road acting as an embankment dam with outlet works consisting of precast concrete components. The dam was reconstructed in 2008.





QUANTUM CONSTRUCTION CONSULTANTS, LLC

- Civil and Structural Engineering Firm Located in Concord, NH
- Specializing in Municipal Dam, Bridge and Roadway Design

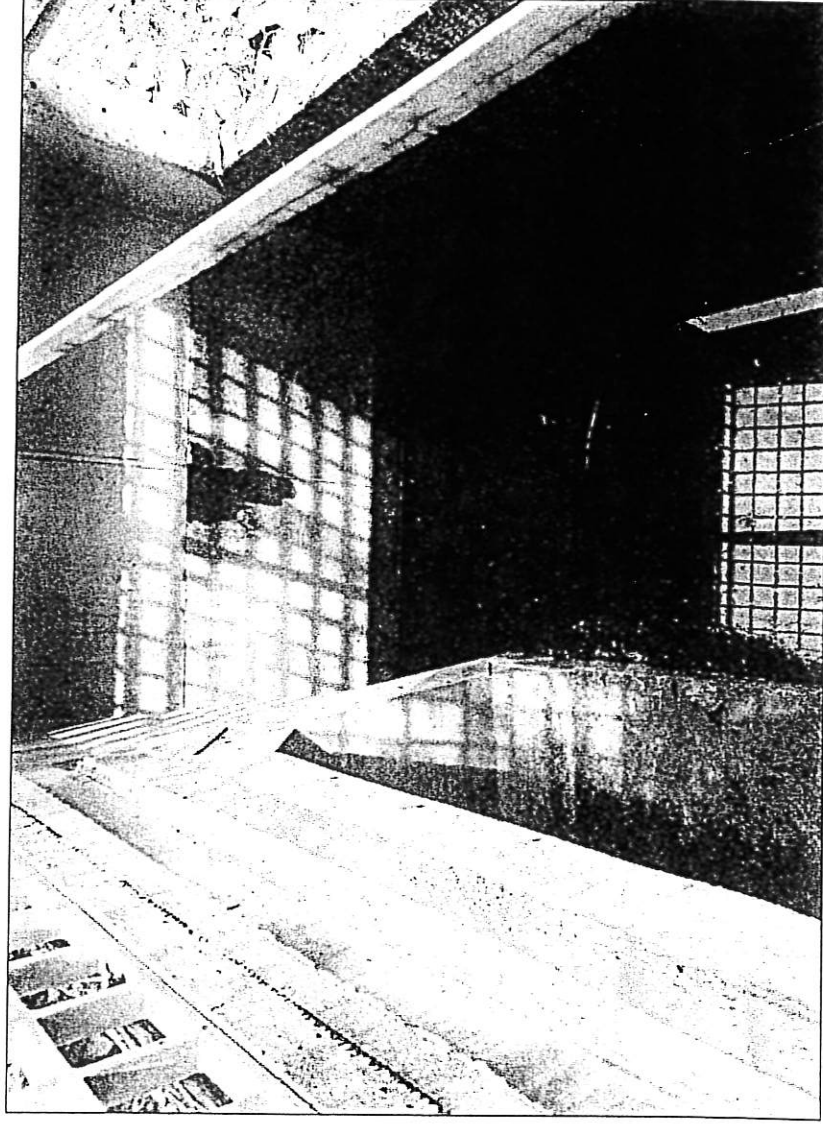
Presented by:

Lisa M. Martin, P.E.



Dam Description

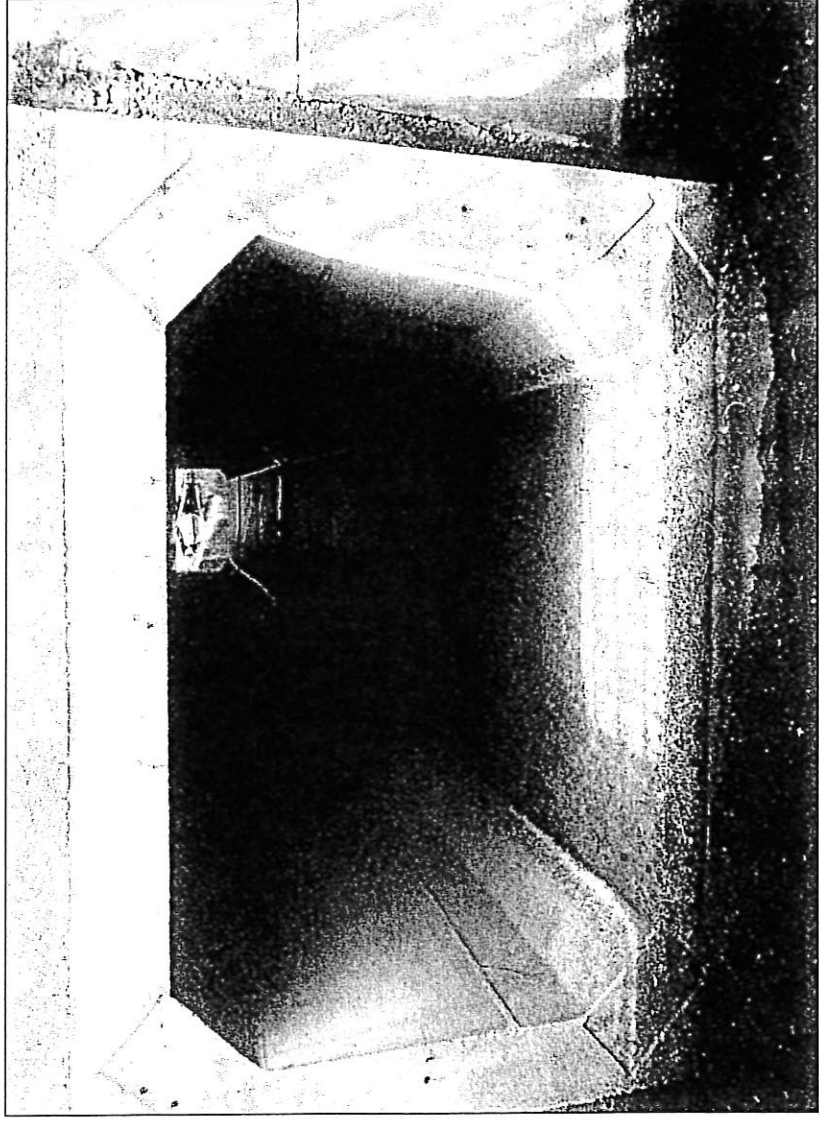
The dam outlet works consists of a 6' wide by 10' long by 8' high precast concrete drop inlet with a peaked roof trash rack. A 9-foot long weir was field cut at 2.92 feet below the top of structure.





Dam Description

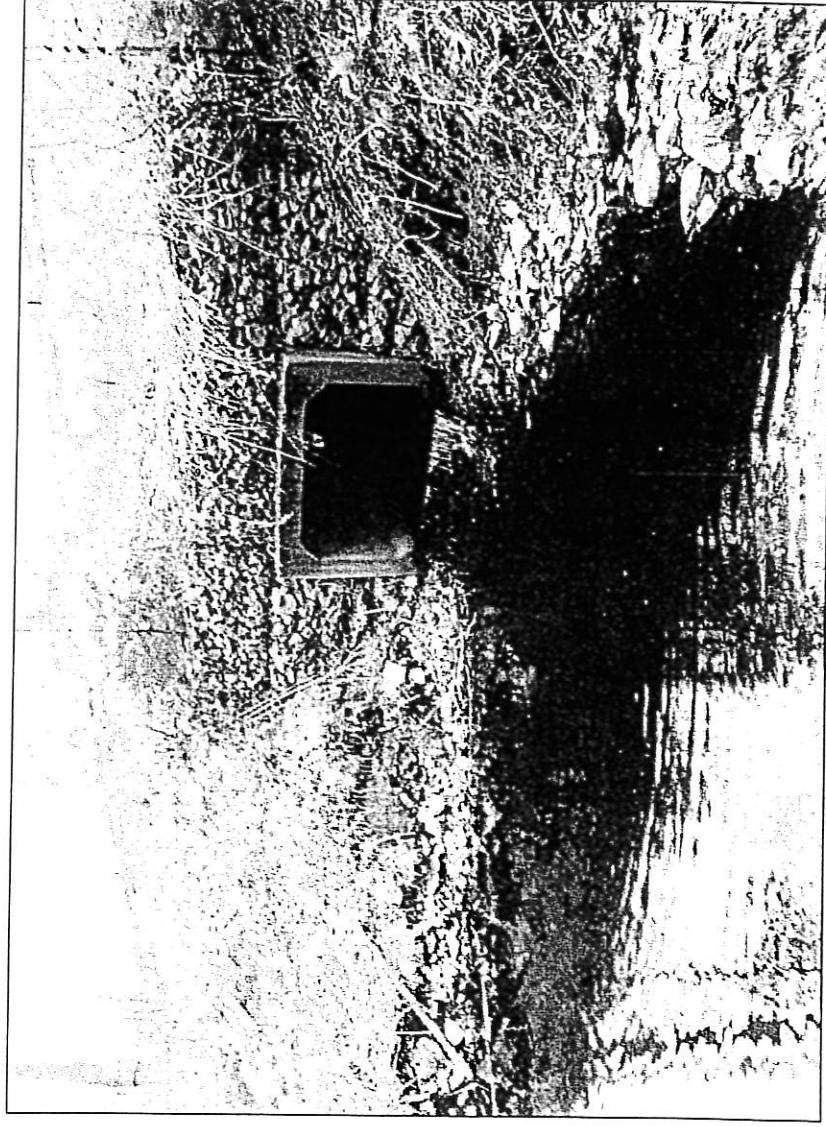
The drop inlet discharges through a concrete box culvert consisting of six (6' wide by 4' high) precast concrete box segments forming a culvert approximately 48.5 feet long beneath Pleasant Valley Road.





Dam Description

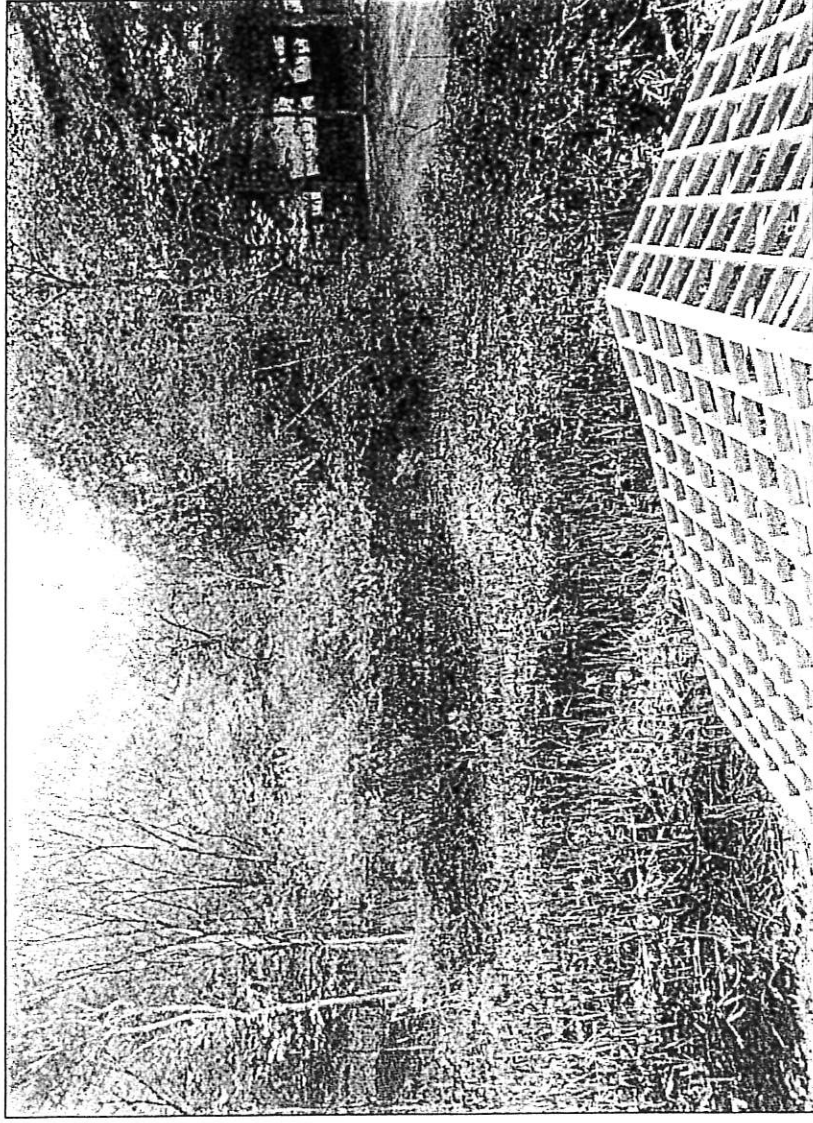
The outlet of the precast concrete box culvert discharges to the north side of Pleasant Valley Road.





Field Observations

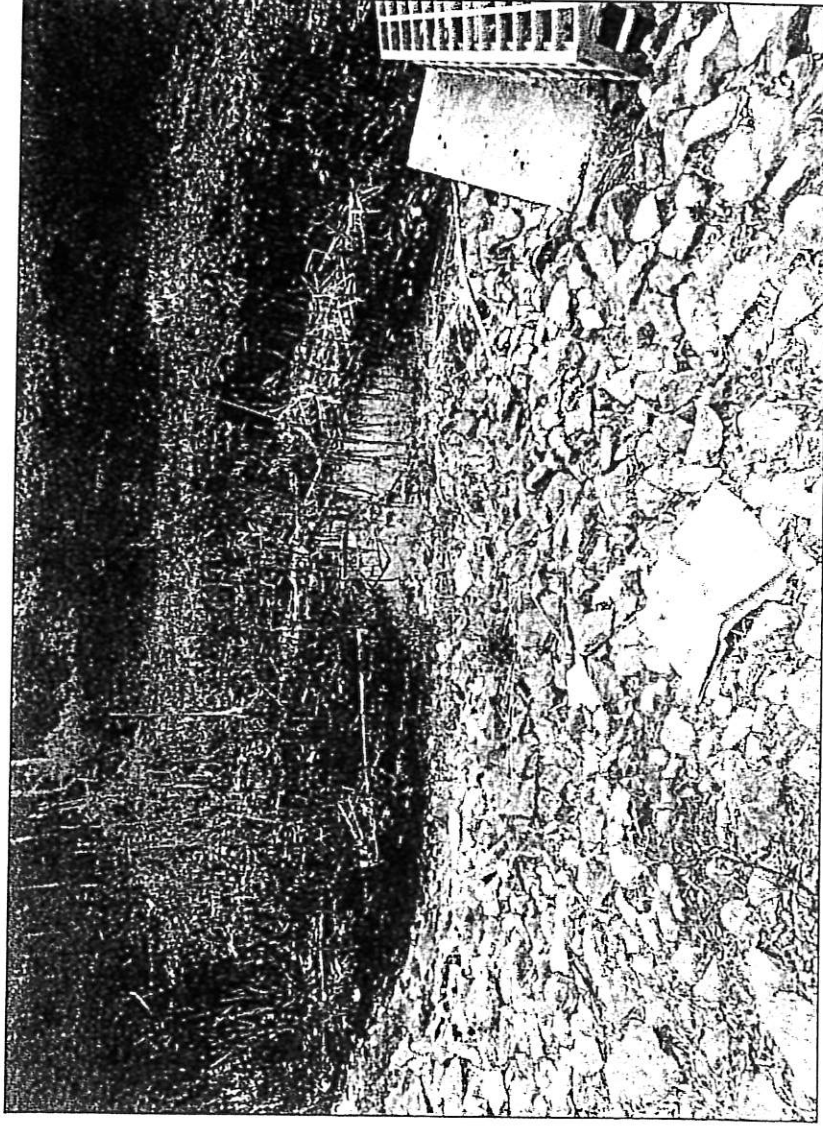
Field observations were conducted on May 17, 2018. Observations of the upstream impoundment indicated that sediment in the pond was approximately at the crest of the weir, thereby providing virtually no pond storage.





Field Observations

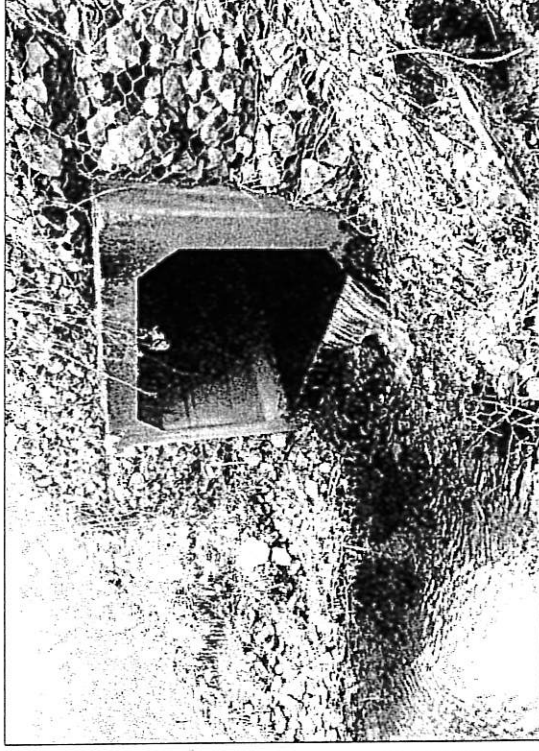
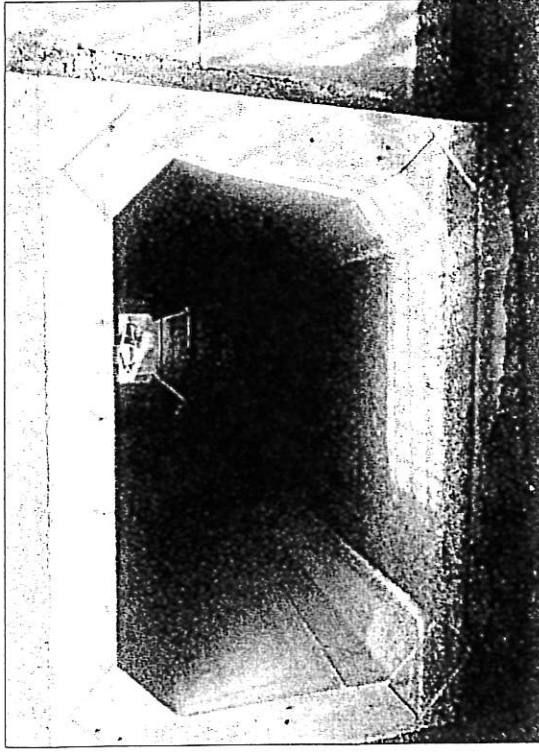
The water level at the time of observation was 5 inches below the weir and no water was flowing into the outlet structure. This results in approximately 9 feet of head between the upstream and downstream water surfaces.





Field Observations

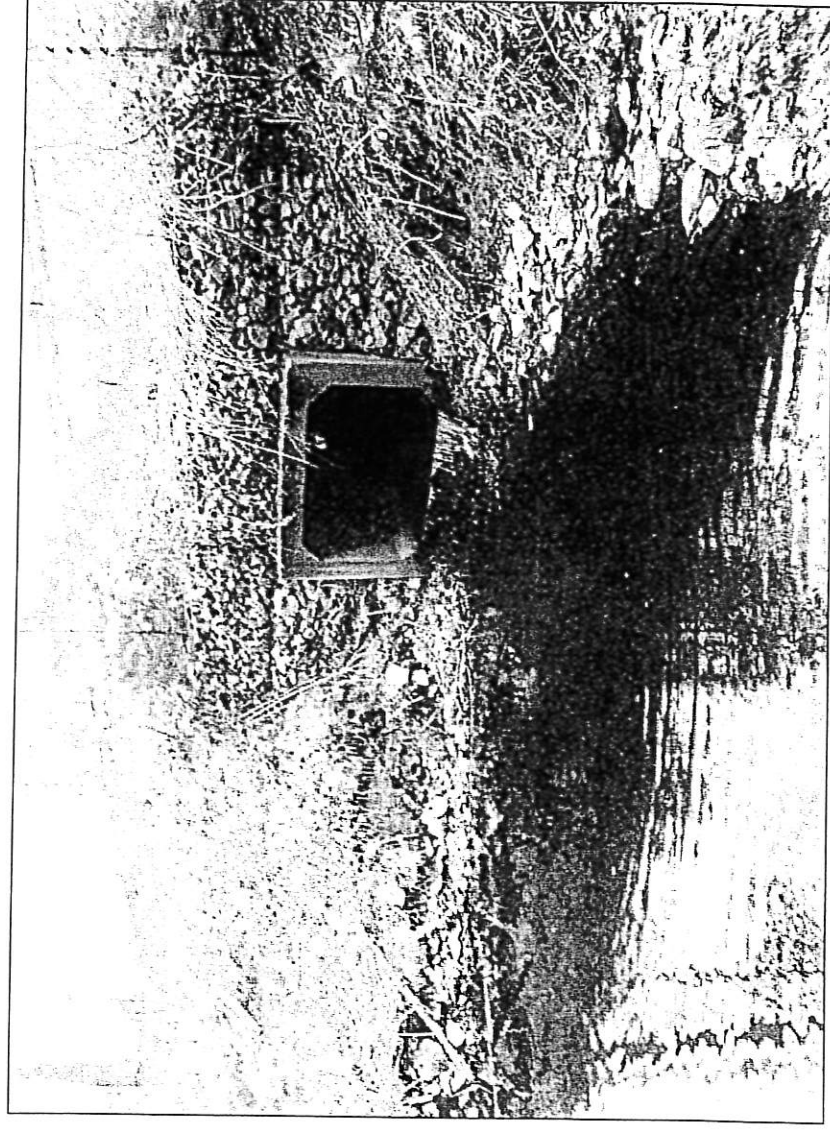
The invert of the inlet to the box culvert was dry, yet water was observed to be flowing out of the culvert on the downstream side. Seepage was observed to be entering the box culvert mainly at locations where the joints between segments had experienced differential settlement.





Field Observations

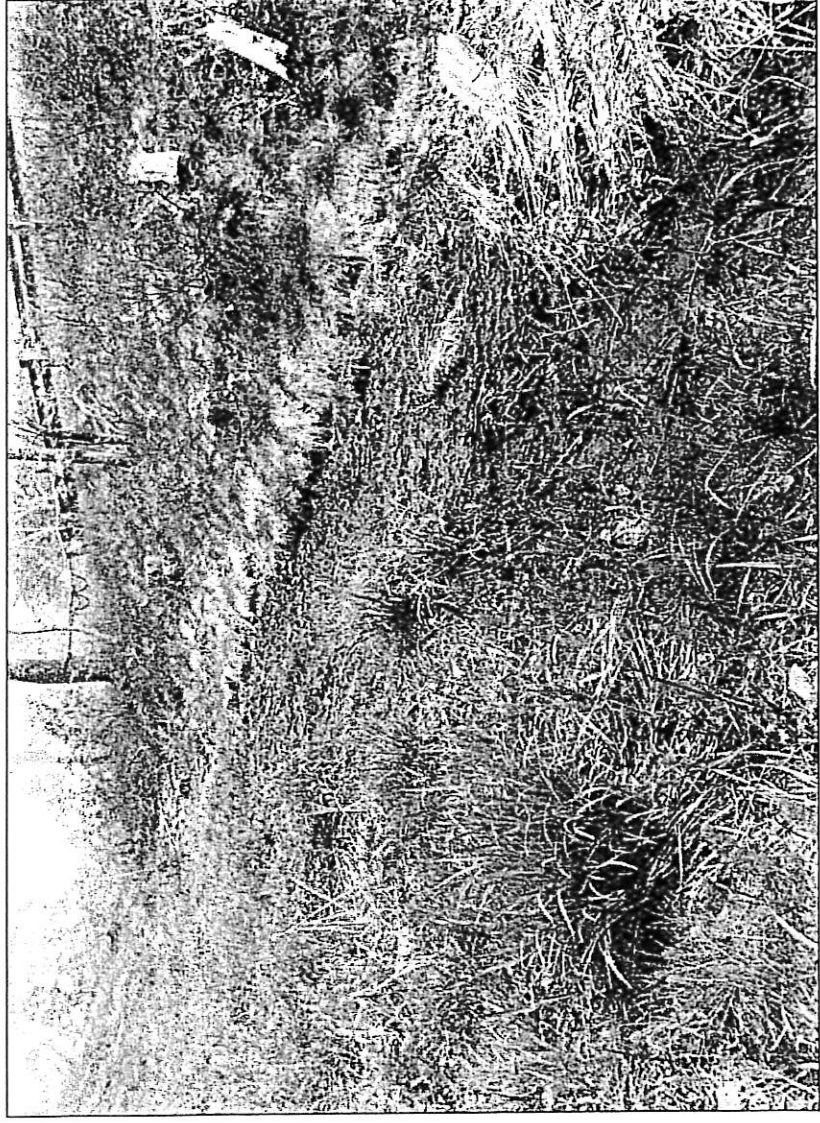
A scour hole was observed at the culvert outlet and the remains of a failed gabion basket was also observed.





Field Observations

Seepage through the dam embankment/roadway to the east of the culvert was observed. A long-time resident abutter stated that the seepage had always been there for as long as he could remember.





Field Observations

Seepage was also observed on the west side, breaking out at the toe of slope.





Field Observations

In the area of the outlet structure, pavement cracking was observed longitudinally along the roadway centerline and transversely in the proximity of the pond edge and downstream right bank seepage.





Review of Existing Documents

NHDES Dam Bureau Files

QCC reviewed file D258025 at the NHDES Dam Bureau in Concord, NH. Records indicated that the dam outlet works originally consisted of a concrete intake structure with two 4.5 feet wide stoplogs bays that acted as a drop inlet to two 3-foot square stone masonry box culverts. The stone masonry box culverts were later extended with cast-in-place concrete to pass through the embankment dam/roadway.

The NHDES Data sheet indicates the new construction was permitted in 2007 and is classified as low hazard. The listed dam height is 14 feet with a dam length of 100 feet.

Construction Drawings and Construction Photos

Construction plans by H.E. Bergeron Engineers, Inc. (HEB) dated September 19, 2007, Field Reports 1-8, and construction photos provided to the Town by HEB were viewed by QCC for purposes of evaluating the observed field conditions.



Conclusions and Recommendations

Based on our observations and review of existing documents, it appears that water is seeping under the drop inlet structure and flowing along the underside of the precast box culvert. It is likely that the culvert's trench dams (cutoff walls) intercept some flow and force water up through the joints between the box culvert segments.

The differential settlement between the box segments occur in the vicinity of the trench dams shown on the construction plan, and photos document that this condition existed at 2008 construction completion. Seepage is also flowing through the roadway embankment and has been doing so for some time. The soil gradation of the roadway/dam embankment is unknown.

QCC recommends that the seepage be controlled to prevent "soil piping". "Soil piping" is the result of fine soils being carried through an embankment that can result in settlement, sinkholes, or failure of the embankment and in this case, the roadway.

improper sand?

for
Cassidy



Conclusions and Recommendations

We offer the following two remedial alternatives:

Alternative I – Remove Drop Inlet Structure/Dam

The least costly and most environmentally friendly alternative is to remove the precast drop inlet structure, install a proper headwall, restore the brook channel to a natural condition, and allow Townsend Brook to free flow through the box culvert. This effectively removes the dam. Seepage under and around the culvert would be reduced because the head differential would be reduced significantly. The remaining seepage should be controlled by installation of a seepage blanket at the culvert outlet and downstream roadway embankment, covered with appropriately sized rip rap. The seepage through the roadway would likely lessen when there is no pond upstream.

Alternative I would involve mostly earthwork and therefore would be the least costly alternative. Environmental permitting would be necessary, but removing a sediment barrier in a natural stream is desirable and most likely would be favored by permitting agencies.



Conclusions and Recommendations

Alternative II – Repair Dam

If there is a desire to restore the pond, the dam may be repaired by dredging the pond, installing a deep cutoff wall and watertight wingwall structure along the upstream face of the roadway. The cutoff structure would need to be effective enough to prevent seepage along the culvert. It will be difficult to stop the seepage entirely because of the sand that was installed along the box culvert and the seepage path it created during construction. The remaining seepage may be controlled by installation of a seepage blanket at the outlet, covered with appropriately sized rip rap. The seepage through the roadway would also require a seepage blanket on the downstream slopes.

Alternative II is costly due to the need to design and permit a new dam. Soil borings and geotechnical analyses would need to be performed for seepage analyses and structural design of a new deep cutoff wall/dam.



Conclusions and Recommendations

We do not recommend that the structure remain in its current condition due to the risk of “soil piping” in the dam/roadway embankment.

Alternative I – Remove Drop Inlet Structure/Dam

The estimated project cost to remove the dam and restore to a free flowing culvert passage is in the range of approximately \$220,000 to \$250,000.

Alternative II – Repair Dam

The estimated project cost to repair the dam is in the range of approximately \$530,000 to \$605,000.

Questions

?



Becky Merrow

From: Becky Merrow
Sent: Monday, August 20, 2018 7:35 PM
To: Linda Murray (murray@worldpath.net); murray1004@gmail.com (murray1004@gmail.com); Dave Senecal (dasenecal@metrocast.net); bharriman@ossipee.org; bharriman5515@gmail.com; 'Dave Bowers'; Paul O'Brien (pobrien@wolfeboronh.us)
Subject: FW: FW: Townsend shore dam
Attachments: Townsend Dam Report 06-28-18.pdf

I wanted you to read this report. I have reviewed it and I expect funds to be placed in this year's budget to address this. I understand that this was one of the first projects Dave Ford may have worked on in Wolfeboro.

As I see it, a sieve test was not required to test construction materials. Had federal funding been used, a sieve test would have been part of the Department of Transportation (DOT) construction observation requirements. Materials testing is very important. I have already asked the library if they will be performing testing on the grade of concrete to be used in the project. Please do not reply all but let me know if you have questions. I expect this to be part of the upcoming budget discussion.

Becky Merrow, Esq
Wolfeboro Town Manager
PO Box 629
84 South Main Street
Wolfeboro, NH 03894
(603)569-8161
(603) 569-8167 (Fax)
townmanager@wolfeboronh.us

From: David Ford
Sent: Friday, July 6, 2018 11:48 AM
To: Becky Merrow <townmanager@wolfeboronh.us>
Subject: FW: FW: Townsend shore dam

Becky,

I am not sure if you recall the issues on the Townsend Brook Dam/ Box Culvert under Pleasant Valley Road. Attached is the engineers report on the problem and 2 alternative to mitigate the problem. When you get a chance please review and then we can discuss.

I think we should discuss with BOS. The issues are:

- 1- Original construction, why were deficiencies not properly corrected during construction
- 2- Design engineer responsibilities
- 3- Contractor Responsibilities
- 4- Town responsibility
- 5- Fire Pond has filled with sediment from upstream subdivision, needs to be dredge or abandoned
- 6- DeVyllder property

Dave

From: LMartin@quantum-cc.com [<mailto:LMartin@quantum-cc.com>]
Sent: Thursday, June 28, 2018 3:58 PM
To: David Ford <pwdirector@wolfeboronh.us>
Cc: Scott Pike <asstdpwdirector@wolfeboronh.us>; Marie Durgan <dpwassistant@wolfeboronh.us>;
JBouchard@quantum-cc.com; Adam Tasker <pwoperations@wolfeboronh.us>; RWolf@quantum-cc.com
Subject: RE: FW: Townsend shore dam

Dave,

Here is my report on the seepage evaluation of the Townsend Dam.

I will be away on vacation but will be checking email early next week.

Lisa M. Martin, P.E.
President
Quantum Construction Consultants, LLC
27 Locke Road
Concord, NH 03301
Phone: 603-224-0859, ext. 102
Fax: 603-224-3625
Email: lmartin@quantum-cc.com
www.quantum-cc.com

CONFIDENTIALITY NOTICE: This email and any attachments thereto is intended only for use by the addressee(s) named herein and may be proprietary, confidential, and/or privileged, and the disclosure is governed by applicable law. If you are not the intended recipient of this e-mail, you are hereby notified that any dissemination, distribution, or copying this email and any attachments thereto, without the prior written permission of the sender, is strictly prohibited. If you received this email in error, immediately telephone or e-mail the sender, and permanently delete the original copy. Sender accepts no liability for any damage caused by any virus transmitted by this e-mail. Thank you.

From: "David Ford" <pwdirector@wolfeboronh.us>
To: "LMartin@quantum-cc.com" <LMartin@quantum-cc.com>
Cc: "JBouchard@quantum-cc.com" <JBouchard@quantum-cc.com>, "Marie Durgan" <dpwassistant@wolfeboronh.us>, "Adam Tasker" <pwoperations@wolfeboronh.us>, "Scott Pike" <asstdpwdirector@wolfeboronh.us>
Date: 05/23/2018 09:47 AM
Subject: RE: FW: Townsend shore dam

Lisa,

Good news on "No Emergency" at this time.

Yes, that is what I was thinking, I would like to report to BOS and Town Manger as soon as you write your brief report,

Thanks,

Dave

From: LMartin@quantum-cc.com [mailto:LMartin@quantum-cc.com]
Sent: Tuesday, May 22, 2018 6:47 PM
To: David Ford <pwdirector@wolfeboronh.us>
Cc: JBouchard@quantum-cc.com; Marie Durgan <dowassistant@wolfeboronh.us>; Adam Tasker <pwoperations@wolfeboronh.us>
Subject: Re: FW: Townsend shore dam

Dave,

We did not forget you! We've reviewed field reports and photos and believe that the seepage was there immediately after box was installed. I see no emergency nature at this point in time.

I'd like to look at a few other things to confirm this, review the dam bureau files and then can write a brief report on our evaluation with some alternatives and approximate costs, if that's what you are thinking you need for planning purposes.

Lisa M. Martin, P.E.
President/CEO
Quantum Construction Consultants, LLC
27 Locke Road
Concord, NH 03301
Phone: 603-224-0859, ext. 102
Fax: 603-224-3625
Email: lmartin@quantum-cc.com
www.quantum-cc.com

CONFIDENTIALITY NOTICE: This email and any attachments thereto is intended only for use by the addressee(s) named herein and may be proprietary, confidential, and/or privileged, and the disclosure is governed by applicable law. If you are not the intended recipient of this e-mail, you are hereby notified that any dissemination, distribution, or copying this email and any attachments thereto, without the prior written permission of the sender, is strictly prohibited. If you received this email in error, immediately telephone or e-mail the sender, and permanently delete the original copy. Sender accepts no liability for any damage caused by any virus transmitted by this e-mail. Thank you.

From: "David Ford" <pwdirector@wolfeboronh.us>
To: "LMartin@quantum-cc.com" <LMartin@quantum-cc.com>, "JBouchard@quantum-cc.com" <JBouchard@quantum-cc.com>
Date: 05/17/2018 03:05 PM
Subject: FW: Townsend shore dam

From: Adam Tasker
Sent: Thursday, May 17, 2018 2:44 PM
To: David Ford <pwdirector@wolfeboronh.us>
Subject: Townsend shore dam

Dave
Here is what I have from the state

Adam Tasker
Public Works Operations Manager
603-515-2120
pwoperations@wolfeboronh.us

While the contents of this communication are intended to be confidential, email sent to and from this address is subject to NH RSA 91-A (the NH right-To-Know Law) and may, subject to certain exemptions, be subject to disclosure to third parties. Any unauthorized disclosure, reproduction, use or dissemination of this communication (either whole or in part) is prohibited. If you are not the intended recipient of this message, please notify the sender immediately and delete the message from your system.

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

[attachment "Townsend Bk Dam - Intent to Complete Repairs in response to LOD dated 2-22-18 - sent out 3-5-18.pdf" deleted by Lisa Martin/TTG] [attachment "Townsend Bk Dam LOD from NHDES 2-22-18.pdf" deleted by Lisa Martin/TTG]

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

This email has been scanned by the Symantec Email Security.cloud service.

For more information please visit <http://www.symanteccloud.com>

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>
