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**TOWN OF WOLFEBORO  
PLANNING BOARD  
MASTER PLAN REVISION  
COMMUNITY FACILITIES CHAPTER SUB-COMMITTEE  
SITE VISIT MINUTES MARCH 23, 2018**

Meeting called to order at Town Hall by Mike Hodder at 8:45AM

Members present: Mike Hodder & John Thurston, co-chairmen; Linda Murray, Paul Whelan, Justin Marbury, Julie Jacobs.

Staff present: Matt Sullivan, Town Planner (location 3).

Members proceeded to each of the three site visits planned for today. Co-Chairman Thurston presided during the site visits.

**1. Dockside Facilities. 9:00 AM.**

Adjacent to town docks and Smith River outlet, serving as a seasonal restaurant and dairy bar. Dockside is a traditional mid-century two storey wood framed building. The interior has a restaurant seating area supported by an updated kitchen service area. The interior seating area is not ADA compliant and does not provide adequate seating for all patrons (a future needs assessment is required). An outside seating area is provided to patrons with a privately owned canopy.

The exterior of the building has acute cosmetic deficiencies that require maintenance and repairs in the future. The exterior aesthetics are unsightly (refrigeration units, ventilation systems and a trash area are all openly visible). Restrooms on the north west end of the building are available to the public. The access and parking areas are paved. Sub standard stormwater management should be addressed with future site improvements. A new, stamped concrete surface abuts the pier and Smith River. This area needs sea wall stabilization to protect the integrity and safety of stamped concrete surfaces.

Currently, the Town has a long term lease agreement with a purveyor who provides many seasonal employment opportunities for young workers.

There is no asset management plan in place. The Department of Public Works is responsible for maintenance.

## **2. Railroad Station building and public bathrooms. 9:15 AM.**

Adjacent to Back Bay and Central Avenue, serving as a community information and resource facility. The Wolfeboro Railroad Station is a historic two storey wood framed building. There are two function rooms with a shared kitchen and a shared bathroom. The interior is in good shape. The recent exterior renovation and repairs to roof, rafters, sills, heating and venting systems have addressed and mitigated future problems. New, year-round heated bathrooms complement the facility on the north end of the building. The exterior is in good shape. The access ways and parking are newly paved .

Currently, the Chamber of Commerce and Town of Wolfeboro Information desk share a function room providing full and part time employment. The Wolfeboro Nursery School in off-season months and a summer rental share the other function room. Seasonal employment opportunities are provided.

Space rentals are at the direction of the Selectmen. The Department of Public Works has responsibility for maintenance of this facility. There is no current asset management plan in place for this facility. Deterioration of outside decking boards due to age, exposure, and challenging winter plowing are maintenance issues that need to be addressed.

## **3. Freight House building. 9:30 AM.**

(Matt Sullivan, Town Planner, joined the sub-committee.)

Adjacent to Bean Park and Back Bay. This is an old one storey wood frame building without a foundation. There are two contained rooms and a large open area. Although the building is dry and well ventilated the ground on which it stands is depressed and wet. The current access road and parking area is gravel but this will be paved and crosswalks provided for safe access. Potential use as a railroad museum and learning and media center is contemplated made possible through a long term lease by the Town. Potential for seasonal and year round employment and youth volunteer/docent opportunities.

The meeting adjourned at 9:37 AM.

Drafted by Mike Hodder