

MINUTES

Wolfeboro Board of Selectmen Meeting

Wednesday, April 10, 2024 at 6:30 PM; Rescheduled due to storm 4-3-24

Great Hall 2nd Floor, 9 Union St. Wolfeboro

6:30 PM-Regular Session

BoS members Present: Mr. Harriman, David Senecal, Linda Murray, Paul O'Brien, Brian Deshaies

Staff: James Pineo, Captain Mark Livie, Wolfeboro PD; Thomas Zotti, Wolfeboro Fire Chief

Chairman Brad Harriman calls meeting to order. Need for non-public session?

Mr. Pineo: Non-Public Session RSA 91-A: 3b- employment; and c-reputation

Reorganization of the Board of Selectmen:

1. Nomination of Chair for 2024-2025

Motion by Mr. Senecal to nominate Mrs. Murray as Chair for the term of 2024-2025. Second Mr. Deshaies. Approved. 5-0.

2. Nomination of Vice Chair for 2024-2025

Motion by Mr. Deshaies to nominate Dave Senecal as Vice Chair for the term of 2024-2025. Second Mrs. Murray. Approved. 5-0.

1.Consideration of Minutes

i. March 14, 2024

Special Meeting

Motion by Mrs. Murray to approve as written; Second Mr. Deshaies. Approved 4-0. Mr. O'Brien abstains.

ii. March 20, 2024

Regular Meeting

Mrs. Murray: One change- page 5; fifth sentence from bottom: corrects Deputy EMD – is Paul Whalen.

Mr. O'Brien: One change- page 5- fourth sentence down; Mr. O'Brien's comments should read: Hope instead of hopes; Two more sentences down: Correct 'On' with lower case 'n.'

Motion by Mrs. Murray to approve minutes of March 20, 2024 as amended. Second Mr. Deshaies. Approved 4-0; Mr. Senecal abstains.

2. Public Hearing(s)

Temporary Event Permits (all hearings had been scheduled April 3; now take place April 10, 2024)

i. The Wolfeboro Board of Selectmen to hold a Public Hearing on Wednesday, April 3, 2024, at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire to consider a temporary event permit for Kingswood Regional High School Class of 2024 to host the Prom Promenade on May 11, 2024 in Cate Park and at the Community Band Stand from 4:00 PM to 7:00 PM. Permit #2024-24.

Erin Daget with Kaitlin Reilly, senior class advisors, KRHS class of 2024.

Annual request for permit for the prom promenade- Between 5 and 5:45; ensure a smooth and safe event; insurance binder submitted; two police officers arranged. Annual tradition to celebrate the high school seniors; enjoy camaraderie. Students board the M/S Mt. Washington afterwards.

Mr. Harriman: Opens the public hearing; no public comment; closes public hearing.

Mrs. Murray: A highlight of the year; hopes for excellent weather for the annual tradition.

MOTION by Mr. Deshaies to approve a temporary event permit for Kingswood Regional High School Class of 2024 to host the Prom Promenade on May 11, 2024 in Cate Park and at the Community Band Stand from 4:00 PM to 7:00 PM. Permit #2024-24. Second Mr. O'Brien. APPROVED 5-0.

ii. The Wolfeboro Board of Selectmen to hold a Public Hearing on Wednesday, April 3, 2024, at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire to consider a temporary event permit for Town of Wolfeboro Economic Development Committee to host Lake Winnepesaukee Day on August 9, 2024 at Dockside, Cate Park and at the Community Band Stand from 5:00 PM to 10:00 PM. Permit #2024-25.

Mr. Deshaies: Needs signatures from Wolfeboro PD and parks and recreation; event map provided; some expansion including a pizza trailer near where Santa's hut typically is at Cate Park. Will be asking for Town Docks spotlights to be turned off during laser show.

Mr. Harriman: Opens public hearing. No public comment. Closes public hearing.

Mr. O'Brien: Should we wait for official signatures needed before approving?

Mr. Harriman: Contingent approval can be given.

Mr. O'Brien: What about certificate of insurance?

Mrs. Murray: It's town insurance since it's the EDC.

Mr. O'Brien: Will town pay for police detail?

Mrs. Murray: Yes, town event.

Mr. Deshaies: Have not had a police detail in the past. Members have participated; so no detail needed.

Mrs. Murray: What about closing dockside parking lot/timing of closure?

Mr. Deshaies: We have not had police details.

Mr. Deshaies: Other events close the dockside lot the entire day; for this event, lot can be closed after Dockside Restaurant lunchtime around 2 pm or 3 pm. 2023, a police officer was detailed to enforce parking lot closure after lunchtime. Maybe new police chief will be approached by EDC about parking closure and when.

Mrs. Murray: People were at the lot entrance reminding drivers that lot was closing at 2 p.m. (last year). Motion should say lot will close from 2 p.m. until midnight.

Mr. O'Brien: How many people attend the event?

Mr. Harriman: About 3000.

Mr. O'Brien: says police detail is needed for safety.

Mr. Deshaies: That's the way it was last two years.

Mr. O'Brien: I think no police detail presence is unsafe.

Mrs. Murray: Downtown police detail stopped through the event.

Mr. Deshaies states police were interacting with public at the event last year.

Captain Mark Livie: First year for the event 600-800; Last year about 3000 people. I did sign but to meet and discuss police due to the number of people in that small area.

Mr. O'Brien: For clarity, you want to talk about it; you did not sign and approve.

Capt. Livie: No.

Mr. Deshaies: We should have police detail?

Capt. Livie: Yes – two officers. The number could be more this year.

Mrs. Murray: Police detail from 5 p.m. – midnight?

Captain Livie: Would need detail a half hour before opening; half hour following the end of the event.

Mr. Harriman: Prudent to have two officers there. Volunteers will be at entrance to dockside about the parking lot closure?

Mr. Deshaies: Yes.

Capt. Livie: We cannot guarantee on-shift officers can stay down there.

Mr. Harriman: Police detail would be prudent.

Capt. Livie: We have a detail for the prom promenade.

Mr. Harriman: OK; Motion?

MOTION by Mrs. Murray to issue temporary event permit for Town of Wolfeboro Economic Development Committee to host Lake Winnepesaukee Day on August 9, 2024 at Dockside, Cate Park and Community Band Stand from 5:00 PM to 10:00 PM. With spotlights off; dockside parking lot closed from 2 pm. – 10 p.m. and two officers are detailed to the event. Permit #2024-25. Second Mr. Senecal. Approved. 5-0

iii. The Wolfeboro Board of Selectmen to hold a Public Hearing on Wednesday, April 3, 2024, at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire to consider a temporary event permit for the First Congregational Church to host a "Blessing of Boats" on June 1, 2024 at the Town Docks from 9:00 AM to 12:00 PM. Permit #2024-26.

Mr. Harriman: No one from church in attendance to speak to this. Should we go through with this at this time? This is a recurring event I believe?

Mrs. Murray: It's a quick event. We should table this until it's explained. I don't recall the blessing of the boats happening before.

MOTION by Mr. O'Brien to table this temporary event permit consideration until April 17, 2024. Second Mrs. Murray. APPROVED 5-0.

Unanticipated Funds

i. The Town of Wolfeboro to hold a Public Hearing on Wednesday, April 3, 2024, at 6:30 PM for the acceptance of unanticipated funds of an amount more than \$10,000 in accordance with RSA 31:95 b III (a), to authorize the Town of Wolfeboro to apply for the Emergency Management Performance Grant (EMPG) for a generator for the Public Safety Building and the upfit of the Emergency Operations Center and if awarded, to accept the funds up to \$102,156.

Mr. Pineo: This was scheduled April 3rd and postponed due to the storm; hearing was never opened so we are compliant with regulations for the public hearing.

Chief Thomas Zotti: Emergency Management Performance Grant (EMPG) for the upfit of the Emergency Operations Center a generator and equipment for the Public Safety Building; 50-50 grant with town; this will offset some costs to town. Backup materials with BoS, recommended language to send to state; eight pages to sign.

Mrs. Murray: Assuming the amount \$102,156 was included in the bond for this project?

Chief Zotti: This would be used to reduce cost to taxpayers by \$102,000+.

Mr. O'Brien: This did survive the budget and default budget?

Chief Zotti: Warrant was approved. And any grants received would offset costs to taxpayers.

Mr. Harriman: Opens the public hearing; no public comment. Closes public hearing.

MOTION by Mrs. Murray to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$102,156.00 for the EOC Generator and Equipment Project. Furthermore, the Board acknowledges that the total cost of this project will be \$204,312.00, in which the town will be responsible for a 50% match (\$102,516.00). And to authorize the town manager, James S. Pineo to sign all documents related to this grant.
Second Mr. Deshaies. Approved 5-0

3. Bulk Vote

A. Weekly Manifests

i. March 22, 2024 \$ 425,326.32

ii. March 29, 2024 \$ 1,412,531.75 (includes school payment)

- B. Property Tax Credit/Exemption
 - i. 8 Village Corner Rd Tax Map 78 Block 15 Lot 14
 - ii. 62 Trotting Track Rd Tax Map 147 Lot 9
 - iii. 61 Rocky Shore Rd Tax Map 227 Lot 16

- C. Property Tax Refund/Abatement
 - i. 326 Center Street #25 2023 Tax Map 177 Lot 4 \$21.40
 - ii. 18 Partridge Drive #26 2023 Tax Map 201 Lot 60 \$88.95

- D. Intent to Cut Wood/Timber
 - i. Trotting Track Rd Tax Map 161 Lot 2
 - ii. Pork Hill Rd Tax Map 8 Lots 1, 1-3, 1-4

- E. Yield Tax Levy Warrant
 - i. 126 Beach Pond Rd Tax Map 129 Lot 4 \$2,791.62
 - ii. Cowper Rd Tax Map 59 Lot 2 \$ 338.49
 - iii. 11 Trask Mountain Rd Tax Map 35 Lot 7 \$278.24

Mr. Harriman: As mentioned in public comments to the BoS concerning bulk vote approvals, he explains that BoS receives financial details for every manifest item and are reviewed beforehand.

MOTION by Mr. O'Brien to approve Bulk vote A-E. Second Mrs. Murray: APPROVED 5-0.

4. Board/Committee Appointments:

Agricultural Commission:

- i. Wendy Rodgers Term expires March 2027
- ii. Katy Peternel Term expires March 2026
- iii. Lawreen Strauch Term expires March 2027
- iv. Justin Brown alternate Term expires March 2027

MOTION by Mr. Senecal to appoint Wendy Rogers, Katy Peternel [term expires March 2026], Lawreen Strauch and Justin Brown (alternate) to the Agricultural Commission; terms expiring March 2027. SECOND Mr. Deshaies. APPROVED 5-0.

Cable Franchise Committee

- i. David Wells Term expires March 2027
- ii. Denise Velasco Term expires March 2027
- iii. Catherine Dragonfly Term expires March 2027
- iv. Howard Lowe Term expires March 2027

MOTION by Mr. Deshaies to appoint David Wells, Denise Velasco, Catherine Dragonfly and Howard Lowe to the Cable Franchise Committee; terms expiring March 2027. SECOND Mrs. Murray. APPROVED 5-0.

Conservation Commission

- i. Lenore Clark Term expires March 2027
- ii. Bob Gilbert (alternate) Term expires March 2027
- iii. Brenda Jorett Term expires March 2027
- iv. Jeff Marchand Term expires March 2027

Lenore Clark: Has served on WCC since 2005; chair since 2019; Jeff + Bob (alternate) could not be here. Brenda here; takes BoS minutes. BoS wanted members to attend so the public could see the faces that go with the names. Says 'hi' to the folks watching on TV.

MOTION by Mrs. Murray to appoint Lenore Clark, Brenda Jorett, Jeff Marchand, Bob Gilbert (alternate), to the Wolfeboro Conservation Commission; terms expiring March 2027. SECOND Mr. O'Brien. Approved 5-0.

Economic Development Committee

- | | |
|----------------------------|-------------------------|
| i. Lucy Van Cleve | Term expires March 2027 |
| ii. Cindy Fournier | Term expires March 2027 |
| iii. Kathy Fairman | Term expires March 2027 |
| iv. Catherine Dragonfly | Term expires March 2027 |
| v. Justin Brown | Term expires March 2026 |
| vi. Mary DeVries alternate | Term expires March 2027 |

Mr. Harriman: Lucy, Cindy, Kathy and Mary are returning members. Catherine and Justin are replacing two members who did not want to renew - Jeremy from Huggins and Liz from Brewster.

MOTION by Mr. Deshaies to appoint Lucy Van Cleve, Cindy Fournier, Kathy Fairman, Catherine Dragonfly, terms expiring March 2027; Justin Brown, term expires 2026, Mary Devries (alternate), term expires 2027, to the Economic Development Committee; SECOND Mr. Senecal. APPROVED 5-0.

Energy Committee

- | | |
|--------------------------------|-------------------------|
| i. Rick Kourian | Term expires March 2027 |
| ii. Warren Wilson | Term expires March 2027 |
| iii. Eli Roxby | Term expires March 2027 |
| iv. Jonathan Hewitt, alternate | Term expires March 2026 |

Mr. Deshaies: speaking on behalf of Nancy Hirshberg, Energy Committee who could not attend; she is pleased with the group.

MOTION by Mr. Deshaies to appoint Rick Kourian, Warren Wilson, Eli Roxby, ; terms expiring March 2027; Jonathan Hewitt (alternate- term expires 2026) to the Energy Committee. SECOND Mr. Senecal. APPROVED 5-0.

Heritage Commission

- | | |
|-------------------------|-------------------------|
| i. Maggie Stier | Term expires March 2025 |
| ii. Catherine Dragonfly | Term expires March 2026 |
| iii. Mark Lush | Term expires March 2027 |
| iv. David Bolduc | Term expires March 2027 |
| v. Ginger Hankins | Term expires March 2027 |

Ginger Hankins: looks forward to service on the commission and preserving history.

Maggie Stier: looking for more members and an alternate; staying on as chair a little longer. Mark Lush would like to stay an alternate on the Heritage Commission.

MOTION by to appoint to the Heritage Commission- Maggie Stier, term expiring March 2025; Catherine Dragonfly term expiring March 2026; David Bolduc, Ginger Hankins; terms expiring March 2027, Mark Lush, alternate, term expires March 2027. Second Mrs. Murray. APPROVED 5-0.

Lakes Region Planning Commission

- | | |
|-----------------|-----------------------------|
| i. Tavis Austin | Term expires April 20, 2028 |
|-----------------|-----------------------------|

Bobbie Boudman: Point of order – public has right to voice opinion about someone sitting on a commission for four years who is not a citizen of Wolfeboro. This is an employee.

Mr. Harriman: When I worked in Ossipee, I was appointed to the Lakes Region Planning Commission representing Ossipee.

Ms. Boudman: This employee being appointed has stated they were putting in applications to work in other towns.

Mr. Harriman: Has nothing to do with this topic. He is employed here now and being appointed. If his status changes, then we'd reappoint someone to fill the spot.

Ms. Boudman: This was not a person who was nominated; they did not come forward for the position. Perhaps a resident of the town can fill the position.

Mrs. Murray: My husband has been on the Lakes Region Planning Commission representing the town; generally the planning and development director also serves; Matt Sullivan serviced as did Rob Houseman. That's what we've done.

Ms. Boudman: Just wanted to bring this up because it's a four-year appointment.

MOTION by Mr. Senecal to appoint Tavis Austin, to the Lakes Region Planning Commission, term expiring April 20, 2028. SECOND Mr. Harriman. APPROVED 4-0. Mrs. Murray abstains.

Trustees of the Trust Funds

i. Blaine Kaiser alternate Term expires March 2027

Mr. Harriman: Blaine came off as a member and Rick Hawes took his spot so Blaine will be the alternate. *[Members are voted on, alternates are appointed.]*

MOTION by Mrs. Murray to appoint Blaine Kaiser, alternate to the Trustees of the Trust Funds, term expiring March 2027. SECOND Mr. O'Brien. APPROVED 5-0.

Wolfeboro Waters Committee

i. Dana Huff Term expires March 2027

ii. Stephen Towne Term expires March 2027

iii. Mary DeVries alternate Term expires March 2027

Mr. Harriman: Mary is returning, she likes alternate spots. Dana and Stephen are new.

Mrs. Murray: Dana Huff is on the assessing subcommittee. Becoming a member now that he is retired from Tighe and Bond and will be a great asset to the committee. We'll have 11 members; we have subcommittees and working groups.

MOTION by Mrs. Murray to appoint Dana Huff, Stephen Towne, Mary DeVries (alternate) to the Wolfeboro Waters Committee; terms expiring March 2027. SECOND Mr. O'Brien. APPROVED 5-0.

5. New Business

A. Approval: Barge Permit for the Wolfeboro Dock Company

Mr. Harriman: Certificate of insurance is here; some policies will have to be updated; some will part way through the year and will have to be updated.

Mr. O'Brien: We have a liability on auto – which is expired; we do have an updated insurance document?

Mr. Harriman: Not yet.

Mr. Pineo: Before the permit is issued, that would be updated. This is a 12-6-2023 rider.

Mr. O'Brien: This will be updated before permit is granted?

Mr. Pineo: Yes.

Mrs. Murray: We should make that part of the motion.

MOTION by Mr. O'Brien to approve Barge Permit for the Wolfeboro Dock Company; subject to receipt in proper order of an updated certificate of liability insurance. SECOND Mrs. Murray. APPROVED 5-0.

B. Approval: 2024 Commercial Vessel Landing Permit-Winni Adventurer

[online] **Bob Slap, owner, Winni Adventurer**

Mrs. Murray: How many boats does he have at town docks?

Mr. Slap: One boat.

Mr. Deshaies: How are your 100 boat landings estimated?

Mr. Slap: I fell short of estimates last year due to weather. Hoping for better weather this season. Had roughly 30 landings last year.

Mrs. Murray: Two landings each trip- you only came in 15 times?

Mr. Slap: Yes.

Mrs. Murray: Thank you for the picture of your [business] sign. This sign needs to be affixed at the lower level. Upper level is for the Molly B and M/S Mt. Washington; your sign goes on the rung below.

Mr. Slap: Yes. Amy has told me about placing the sign.

Mr. Harriman: Insurance- no expiration dates shown on the application. Liability expires April 2024.

Mr. Slap: Insurance has been renewed and the agent sent the update policy to Amy via email. Full \$2million in liability in place.

Mr. Harriman: We'll make that part of the motion since we do not see the updated insurance here now.

MOTION by Mrs. Murray to approve 2024 Commercial Vessel Landing Permit-Winni Adventurer; contingent upon receiving the updated insurance. Second Mr. Deshaies. APPROVED 5-0.

C. Approval: 2024 Marine Patrol Vessel parking Town Docks

Captain Brendan Davey, NH State police HQ operations; Last summer I was field area captain to whom Marine Patrol reported; I am not this year – but I am closest to Wolfeboro tonight. Permission to have the Marine Patrol vessel at the docks for emergencies and normal launch station. Talked to a lot of people last year about water safety.

Mr. Harriman: How did docking in Wolfeboro work out last year?

Capt. Davey: No problems, no incidents; or problems with the boat. Presence on the busy bay was good. There was discussion about new position for the Marine Patrol boat at the dock with a new MED boat expected. Signs are ready to be posted; reflective signs indicating the dock space is for Marine Patrol boat – wherever the town directs that it be posted at the dock. Bumpers to protect the boat and the dock have been requested by the town.

Mr. O'Brien: This is a designated spot?

Mrs. Murray: Can you supply your own bumpers since we're in a default budget?

Capt. Davey: Yes.

Mr. Pineo: Once the new MED boat arrives, MED and Marine Patrol should strategize to determine boat placement at the dock.

Mrs. Murray: U.S. Mail boat is being redone – owned by Dive Winnepesaukee- and may be larger.

Mr. Pineo: I'll find out how much larger the U.S. Mail boat will be.

MOTION by Mr. Deshaies to approve 2024 Marine Patrol Vessel parking Town Docks for the 2024 season. Second Mrs. Murray. APPROVED 5-0.

D. Discussion: Amendment to Town of Wolfeboro Alcohol on Town Properties

Mr. Pineo: In your packet, a memo from me; run through staff – updating the ordinance to update the ordinance to allow consumption of alcohol at the Pop Whalen Ice and Arts Center.

Changes are all in track-changes form so recommendations can be made. Chuck Smith, director of operations requested these changes to attract interest in different events at the center.

Questions about separating youth activities – captured in these changes. Noted the RSA relative to issuance of off-site catering services which would include licensing of alcoholic beverages at the facility. Updated the application for review; asks for any updates/adjustments before a public hearing is scheduled. Also included is an update from the town's insurer Primex indicating insurance requirements; and a best practice from Primex regarding risk management at the facility.

Mrs. Murray: Alcoholic beverages have been allowed at other town sites; have we experienced any problems?

Mr. Pineo: we have not.

Mr. Deshaies: At Abenaki Lodge, beer and wine allowed outside on patio and picnic area? Refers to updated rules – “during June-August only outside on the patio and adjoining areas in accordance with the town Abenaki use policy.” I want to make sure for the updated Pop Whalen Ice and Arts Center police, alcohol use will only be inside the building, correct?

Mr. Pineo: That's the intent; correct.

Mr. Deshaies: We want to be clear on the separation between the two facilities.

Mrs. Murray: We have separate policies for town hall, Abenaki, Libby Museum. We should probably have one for the Clark House and for Pop Whalen so we know what the criteria is. Those two need it.

Mr. Harriman: agrees.

Mr. O'Brien: I read through this; is there a triggering mechanism for when an event hits a certain population level it is a requirement for a police detail?

Mr. Pineo: Not at this time. This can be included in the facility use policy and comes down to the discretion of the BoS when event organizers would come in for a permit.

Mrs. Murray: Maybe we need to know the capacity of each facility. Need capacity of Pop Whalen and what the police think.

Mr. O'Brien: Maybe police need to weigh in on operations at the facilities. With alcohol, maybe the number of people could trigger the need for a police detail.

Mr. Pineo: OK. Will work on the action items and schedule a public hearing for the first meeting in May [May 1].

E. Discussion: Board of Selectmen Rules of Procedure, Handbook update, Committee Assignments

Mr. Harriman: Rules of procedure.

Mr. O'Brien: Front page says BoS member handbook – was this published last year?

Mr. Pineo: This has been modified by legal.

Mr. O'Brien: Did it include phone numbers?

Mrs. Murray: No.

Mr. Harriman: Back to rules of procedure.

Mrs. Murray: On the tracked copy, it looks as if we're OK on section one. *[discussions modifications/formatting of Section 2 – A; B- officers – chairman, vice chairman – for better flow].*

Mrs. Murray: Under committees: Should committees be listed? There are standing committees – such as Agriculture; Budget, CIP, Conservation, EDC, Emergency Management, Emergency Operations, Energy, Heritage, Hazard Mitigation (when we have to update the plan) Library liaison, Milfoil, Negotiation – on the years we have it; Planning Board, Police Commission liaison; Wolfeboro Waters. Those seem to be the standing committees; should a committee list be included?

Mr. O'Brien: agrees.

Mrs. Murray: Then include: the BoS sends a representative to the chamber, WCTV, Wolfeboro Historical Society, Friends of Abenaki, Friends of Libby and Pop Whalen.
I would not include ad hoc because they come and go.

Mr. Harriman: Add to rules of procedures?

Mrs. Murray: Yes, under committees and list them. If someone picked up rules of procedure, people could see the list and where BoS representatives are sent to, I will get this to Amy.

[all agree]

Mr. O'Brien: Too early to bring up the municipal committee chair guide?

Mr. Harriman: Just the rules of procedure now. Section 4 – rules of order – under B-agenda; List of 14 of how items are placed on agenda. A few years ago, we removed the public input session at number three to put it at the end. It's changed here. Do we want to update the print version?

Mrs. Murray: Take out #3 – to keep public input at the end.

Mr. Harriman: Yes, remove #3.

Mr. Pineo: Mine shows public hearings is #3 not public input.

Mr. O'Brien: As we just went through in this meeting. Public input is at the beginning and the end, right?

Mrs. Murray: We moved it out of the beginning.

Mr. O'Brien: For what reason?

Mrs. Murray: We found at times it was hard to stop the public input.

Mr. Harriman: There were disruptions and it made it hard for the meeting to continue.

Mr. O'Brien: So to counter that; someone has to wait for all the BoS business to be done and then come to the microphone and speak their mind. We Can't limit them with a buzzer?

Mrs. Murray: Sometimes the buzzer does not work.

Mr. O'Brien: I'm not supportive of that [Mr. Harriman: It's already out.] I'd support the practice of public input at the beginning of the meeting.

Mr. Harriman: That would have to be a motion.

Mr. O'Brien: I'll make that motion.

MOTION by Mr. O'Brien to have public input at the beginning of BoS meetings, limited to three-minutes per person, totaling 15 minutes as item 2A or 2B and at the end of BoS meeting.
No second; motion fails.

Mrs. Murray: All these tracked changes are in the new version in our packet.

Mr. Harriman: Move onto the handbook.

Mrs. Murray: Under list of what will be included in handbook, would like to add 41:8 is not there; would like to add 41:B – Financial Duties; and add "Knowing Your Territory 2022," pages 18-42 addressing each area BoS has authority over and gives the RSA. Would help someone to understand for example, laying out a highway; the statute is shown and you could find it out.

Mr. O'Brien: would like to add a functional organization chart to the handbook. Jim has produced one; would like to add it to the handbook.

Mrs. Murray: agrees.

Mr. Pineo: To clarify: a few items are identified here under RSA:41; do you want to include the full chapter of 41?

Mrs. Murray: It was huge; this was shorter. Either way works. Responsibilities of BoS should be indicated here. I can do it from statutes or from the section of "Knowing Your Territory."

Mr. Pineo: It is 28 pages.

Mr. Deshaies: Just reference that statute. [all agree]

Mr. O'Brien: Include a web link for people to click on/lookup.

MOTION by Mr. O'Brien that the Municipal Committee Chair Guide and the Code of Ethics for Board, Committee and Commission Members, be provided to all committee elected and appointed as a recommendation from the Board of Selectmen to adopt them. Second Mrs. Murray. Approved 5-0.

Mr. Harriman: Committee assignments; go down the list for 2024-25

Agriculture Commission: Mr. Senecal –will remain

Budget Committee: Mr. Deshaies remains as member; Mrs. Murray, alternate.

Cable TV Advisory Committee: Mr. O'Brien will replace Mr. Freudenberg as full member; Mr. Deshaies, alternate.

Chamber of Commerce: Mrs. Murray, full member; Mr. Harriman, alternate.

CIP [Capital Improvement Projects]: Mrs. Murray full member; Mr. Deshaies, alternate

Charette Committee: Mrs. Murray remains.

Conservation Commission liaison: Mr. Senecal remains

EDC [Economic Development Committee]: Mr. Deshaies remains as member; Mrs. Murray, alternate – to lead Last Night Wolfeboro.

Emergency Management Committee: Mr. Senecal remains as member; Mr. O'Brien, alternate.

Emergency Operations Planning Committee: Mr. O'Brien, (replacing Mrs. Murray); Mr. Harriman (replacing Mr. Freudenberg)

Energy Committee: Mr. Deshaies remains

Friends of Abenaki: Mr. Senecal remains.

Friends of Libby Museum: Mr. O'Brien [replacing Mr. Freudenberg]

Hazard Mitigation: Mr. Harriman remains.

Heritage Commission: Mr. Deshaies remains

Library Liaison: Mrs. Murray remains

Milfoil: Mrs. Murray remains; Mr. Deshaies, alternate

Negotiations: Mr. Senecal; Mr. O'Brien [two members now]

Planning Board: Mr. Harriman remains; Mr. O'Brien, alternate [since Mrs. Murray stepped down]

Police Commission: Mr. O'Brien, member; **Mr. Deshaies, alternate**

Public Safety Building ad hoc committee – not necessary

Last Night Wolfeboro: [see above]

Sidewalk ad hoc: Mr. Deshaies; Mrs. Murray remain.

Short Term Rental Committee: [not active now – under planning board]

Town Dock ad hoc: on hold now; when phase 4 begins – Mrs. Murray remain; Mr. Deshaies both remain.

WCTV: Mr. Harriman remains; Mr. O'Brien

Wolfeboro Historical Society: Mrs. Murray [replaces Mr. Freudenberg]

Wolfeboro Waters: Mrs. Murray remains; Mr. Harriman, remains as alternate

6. Other Business

Mrs. Murray: Reports on meeting with Mrs. Murray, Mr. Harriman: Jim Aponas, Parks + Recreation, Alex Sanders, from Downtown Grille/Peter Ford- met at Cate Park/Downtown Grille to find fencing solution for propane tanks for Peter Ford's property that are in Cate Park. Sent a sketch of fencing ideas with gate on parking lot side closest to lake. Have a 16-foot fence shielding the tanks to the Cate Park bushes; 8-foot fence in front of the four white tanks; a gap, then an 8-foot fence that would cover the electric panels. Sorry to say, we met with Lakes Region Fencing; we thought this was set up and got an estimate and design for the project; company gave us a date of early June. Then, Jim Aponas got an email from owner of Lakes Region Fencing that he was not willing to do the fencing. He stated that Alex Sanders pulled him aside and said he wanted to know the material he was going to use. Alex felt that Peter Ford would install the fence himself. Owner said he typically does residential fencing and does not like to get into conflicts and this would possibly creating a conflict. We're back to ground zero. Jim Aponas will try to find another fencing company.

Mr. Deshaies: Knows a fencing company owner – but away for a while. Can reach out to them. I sent an email with an alternative fence plan, we should do a complete fencing area without breaks; install gates. Would rather not see people near tank area if there are breaks in the fence line. Need to do this right and safely. If Peter Ford's crew wants to install this, I'd be open to seeing a plan that includes materials and a definitive date for completion and contract with them as if they were a fencing company with stipulations they'd get it done in a specific period of time..

Mrs. Murray: They have not even contacted us to talk to us; we just got this email/letter.

Mr. O'Brien: I saw the proposed fencing sketch from Jim. I think it was a solid piece of work. Proposes sending Peter Ford a letter with the proposed solution; get back to us with the bill of materials and a date certain as to when you'll install this.

Mrs. Murray: Lakes Region Fencing was going to show examples of fencing that could be installed. We do care how the fence looks and the material. We would need to approve any fencing material.

Mr. Harriman: Met with fence company person about the gates and he had good points on how and where to hang the gate so it does not bring the rest of the fence down/wobbling. Something to be said about a fencing company that does this – instead of someone who just puts it up without any expertise.

Mr. O'Brien: Maybe just put it out to Mr. Ford – ask for specifics then he can install it; move forward.

Mrs. Murray: We could do it that way. Reason ours did this one section because we met with the representative from the Ford building – and they need to pay for it. We only dealt with their section. I have no issue with Brian's drawing; we may want to put more fencing up. Brad and I were sent by the BoS to try to get an agreement with Peter Ford's representative – Alex Sanders and the Board of Selectmen. I thought we had it done {Mr. Harriman thought so, too}. I'm disappointed. If we want to send a letter to Peter Ford; he was [some time ago] supposed to get back to us with a landscaping plan and it took forever and it was subpar. That's why we took the ball and ran with it.

Mr. O'Brien: What my colleague is suggesting is a more robust solution, but it does not sound like that was the remit in the first place. It sounds as though the two of you [Mrs. Murray/Mr. Harriman] think it's a good idea; we may have one more vote. The only thing left is to ask Mr. Ford to come back with a bill of materials, a date certain to look at it for approval and he can install the fence.

Mrs. Murray: Or we can get another quote.

Mr. O'Brien: We have to get this to him and let him take the next step.

Mr. Harriman: Is Jim Aponas back next week?

Mr. Pineo: Yes; I can reach out to Alex tomorrow to ask him where we're at and do we intend to finish with this project and see what he has to say. I have a feeling he'll be coming to the board anyway next Wednesday.

Mr. Harriman: On that temporary fencing [Downtown Grille construction].

Mrs. Murray: I don't think we do a new lease for those tanks until he's done this. We still have the issue of them hauling their trash cans onto town property to dump and fill them.

Mr. Deshaies: And the CO2 tanks were installed without BoS permission. [Mrs. Murray concurs]

Mr. O'Brien – repeats his suggestion- to come back with a bill of materials, a date certain to look at it for approval and he can install the fence and pay for it. The other stuff I've seen and watched – is that on the critical path to get the fence installed.

Mrs. Murray: I was responding to Mr. Pineo's comment about Alex Sanders being here April 17 – we can wait – or discuss before he arrives. [Mr. O'Brien understands]

Mr. Harriman: Anything else on this?

Mrs. Murray: We need a consensus on how we're going to move forward. Jim was going to talk to Alex Sanders; and get Jim Aponas' response; and there's a proposal to do a letter; do we give a date certain.

Mr. Pineo: When Jim Aponas gets back, will have him get someone from a fence company here to look at it and factor what it's going to cost to build fence A or fence B. Then BoS has leverage for negotiations of his renewal for his propane tank contract renewal.

Mr. Harriman: We'll put this on next week's agenda; get whatever information we can by that time and continue the discussion.

Mr. Pineo: I'll see what I can do.

Mr. O'Brien: That's generous – but we're doing the work Mr. Ford should be doing. I'm supportive of whatever you want to do.

Mr. Pineo: I will reach out to Mr. Ford or Alex, ask if they can give a bill of materials and a date certain of what you're proposing; get me a draft of what it looks like for the board to discuss April 17. If that does not go well, I can get Jim Aponas to size up two fences based on the sketches provided; get costs and board could decide.

Mrs. Murray: I want Alex to have the date be the first week in June. Lakes Region Fencing said they could have the fence installed by the first week in June. We have to have a date when it all needs to be completed.

I got an email from the Town of Wolfeboro about the South Main Street Water Main Replacement project.

A public meeting is scheduled Monday, April 15, 6 p.m. Great Hall, Town Hall. Stantec and Department of Public Works will be on hand to discuss the scope of the project and answer questions you may have.

Mr. Deshaies: NH Municipal Association webinar sent to me. How to operate under a default budget. We could also reach out to them with questions/concerns. Prudent to schedule a public meeting for the BoS; watch the webinar. The public could participate and forward questions that we can take to the NHMA. This has not happened in Wolfeboro since 2005 [default budget] and it's a good thing to do.

Mrs. Murray: I've been thinking about it; went back to the NHMA presentation to the budget committee in 2022 and went through the budgeting. Every time I'm involved with something like this I learn something new. I think it's a good idea to educate ourselves and allow the public to learn and understand. I'd support a meeting for this. Would like our town manager and finance director there to answer any questions.

Mr. Harriman: Is the webinar at a date and time certain?

Mr. Deshaies: We have the webinar link and can play it at any time we want. Maybe let Jim get with KC and get back to us. Then get a date with us and post it.

Mr. O'Brien: I was on the budget committee last year. We had a couple of these events. Very interesting that long-time members of the budget committee learned things, too. Brian's suggestion makes sense; we keep ourselves refreshed about the financial aspects of the town and rules we need to play by.

Mr. Deshaies: Another topic: We should evaluate any leases coming up in 2024. We should follow the lead of one of our citizens – create a spreadsheet so that we have all the leases the town has with pertinent information listed so they can be referenced quickly. Some of the leases are interesting – the lease with the Chamber of Commerce and the railroad station can be confusing. A spreadsheet would make it current and understandable.

Also hoping for an update on our town ice rental revenue. See how much revenue we receive for the amount of ice that the town pays for: free skating; public skating; stick practice and other activities we supply. Also contacted Meredith and Laconia. Looking at landing fees: found out Mount Washington in Meredith pays for maintenance of their dock – but has no landing fee. Meredith does not allow commercial use on their docks at all. They said they think it happens without their knowledge. Meredith handles things differently than we do. I looked at this to be sure our landing fees and whatnot are in line with others around the lake. I think I'll find out that everyone does it a little differently. They do a two-hour window in Meredith. They have someone – an employee – when available - collects a \$20 launch fee at the public boat launch. Found that interesting.

Mrs. Murray: 1996, Wolfeboro rebuilt the docks to have control over all the docks – including where M/S Mt. Washington docks [they used to own that landing dock and no one else could use it].

Mr. Pineo: That was a bonded issue. We cannot restrict usage to a singular provider.

Mr. O'Brien: Ice usage issue will be discussed next week?

Mr. Pineo: Yes – financial report and Pop Whalen usage report and projections based on what you received at the last finance report and amendments. We anticipate tweaks to that report to get closer to what you are looking for.

Mr. O'Brien: I sent an email to Mr. Harriman and Mr. Pineo asking to see a break-even path for Pop Whalen. It may be tough to put together.

On the other item mentioned, I read the spread sheet referenced. Asked Amy that we understand what is an 'asset.' The numbers are on the books – but what is an asset? Cash or a building.

We'll be reevaluating town buildings and all buildings. We'll have a policy conversation to be able to establish rents/fair market value on what we charge. That can give us clarity.

Mrs. Murray: On our work plan, we can look at the last time we changed fees. There's been huge inflation; I think we have fees that are lower than they should be. We may want to do a work plan and check off the things we want to accomplish this year.

Mr. Deshaies: The spreadsheet was a little long; some things on it may not be pertinent to what we need to look at as a town; one was the asset value. You might be looking at lease rates that make know sense.

Mr. O'Brien: You can always discount the rate. You need the asset value.

7. Committee Reports

Mr. Deshaies: EDC subcommittee meeting on housing. Putting together a statement on focusing on housing crisis. Heritage Commission: discussed awards on May 29. Police and EDC and sidewalk committee meeting in the next few days.

Mr. O'Brien: none yet.

Mrs. Murray: Met with town planner, CEI and members of Rust Pond Association and looked at 319 grant and changes needed to grant because of the beaver dam; different things will be done. Wolfeboro Waters assessing subcommittee and working on ways to measure nutrients coming into streams to be sure if there's a best management plan in place; we want to have the stream that has the most nutrients in it that are flowing into the lake.

Library Trustees meeting; met with people for Cate Park fencing.

Mr. Harriman: met with people for Cate Park fencing to screen tanks; Planning Board meeting.

Mr. Senecal: none

8. Town Manager's Report

Mr. Pineo: Asset management software program launched prior to snowstorm.

Storm management: Kudos to MED securing outside line crews that arrived in town 4/4/24 5 p.m. Wolfeboro and MA tree crews (2); Line crews from: S. Hadley, MA; Ipswich, MA, Holden, MA. MED secured drilling team to drill and replace utility poles destroyed in the storm.

Crews worked 16-hour days; out-of-town crews stayed in local facilities for 8-hours rest.

Thanks MED staff for long hours; extended outages were suffered by some. Staff kept safe.

DPW- plowing was difficult since roads had softened. Tree debris and lines down hampered snow removal.

The week of the storm, DPW received the skid steer with grapple – which was invaluable in removing brush which was then loaded.

During storm, a water main break occurred Dudley Road; losing 400,000 gallons of water a day. Leak found and repaired Friday night-Sunday morning [4/5/24-4/7/24].

Emergency Management opened warming shelter; not heavily used at Great Hall because MED kept power on in many places. Now, anticipating state disaster declaration. Storm will cost a lot. Town tracking costs to potentially submit for federal funds when that happens.

Default budget in place and available on Town website homepage. Tab says '2024 signed, default budget.' Open that, default budget signed by BoS 1-29-24 is there. Thumbnail budget outlines 2023 budget; 2024 department-head 'ask' and 2024 budget committee budget and then actual default budget.

Line item transfers will take place through the year as a result of the storm, for example.

9. Questions from the Press - none

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

Jody Persson: Question- Who is managing Pop Whalen- town or Friends of Pop Whalen – Victor Drouin, Kurt Devylder? What about financials?

Mr. Deshaies: Financials available since I asked for them. They are creating the financials.

Mr. Pineo: Town of Wolfeboro manages Pop Whalen.

Bobbi Boudman: BoS handbook: backs public input at beginning of meeting which could help BoS to know how public stands on issues before they vote. Revisit this if possible.

Language in handbook should be inclusive. August 10, 2008, NH statutory, section 2128, select boards can be altered – select woman, select person, select board can be used. Most towns have changed to calling them select board and select members. Revisit the handbook and use inclusive language.

PSI Plastics + PFAS: federal mandate now in place to check town water for PFASPFOS; concern of many citizens. Not sure what PSI Plastics is putting down the drain. NH in line to receive \$10 million to remediate PFAS and PFOS. Wolfeboro should test before two years are up to get some of the grant – better safe than sorry.

Mr. Deshaies: SLIDE, company specializes in chemicals for chemical manufacturing was an information resource for him. EPA regulation will be in place requiring water be tested for PFAS. Unfortunately, it's only 4-parts per trillion for testing at this time. It's stated that At .04 parts per trillion is when PFAS can be harmful to people who are sensitive to it. Agree that we have to see what kind... at PSI Plastics. We have asked; but we should ensure they are using best practices because of wetlands and the watershed around them.

Mrs. Murray: Believes it would be easy to find out from PSI Plastics. They have to have a required handbook showing what they are using; we can get a copy and find out.

Mr. Deshaies: During a tour they said they were not using PFAS.

Mrs. Murray: That's what they said, but it should be in the book to better satisfy the public about it.

Mr. Harriman: We can test easily. The site of old dump behind them; monitoring wells are there.

Derrick Brown, Libby Street [handout to BoS -attached to minutes]: Apologizes to Terry Tavares and May Capone Muccio- Thanks Mrs. Tavares for the work she does and how she is helpful. Mrs. Capone-Muccio also very helpful. Complaints are about the rest of the town management. Specific example: when complaint registered and document submitted, that goes to person writing the minutes and it's submitted/recorded.

Mr. Harriman: Yes, I'd assume that.

Mr. Brown: Material handed out March 6 never made it to Amy's desk. She contacted me and said the document was not given to me. She received a copy and published it. Was a simple task; was it deliberate? It did not happen.

People wanted me to name names about employees that he had difficulty with. Would not give those names and 'indict' people. People here and elsewhere have concerns. States there is selective reaction in town management and planning departments. Researched permits in planning departments. There is no documentation in town offices you can rely on. You're told that person isn't here anymore or similar statements. Dug deeper and found permits/inspections

with illegible signatures and nothing checked off. No one can be held accountable; found blank documents in the files. Regarding the planning director – we have a problem. Email sent to Mr. Pineo, Mr. Harriman- question was asked – this has to be handled specifically by the planning director. Should not be dumped in junior code enforcement officer who is trying to learn. He is unqualified to answer issues. Some people are held to letter of the law; others it's a signed blank document for building permits leading people to appeal. Mr. O'Brien said a few weeks ago, the town could be held hostage by appeals.

Mr. O'Brien: I stated you could 'jam up' the town.

Mr. Brown: Guidelines exists, but states the town is choosing what rules to follow or not.

Shows two-page chart from You Tube viewings of BoS meetings and states there's a correlation between newspaper and social media and more viewings of BoS meeting.

E-mails of town officials good to have on web site. People are listening, watching.

11. Non-Public Session RSA 91-A

Mr. Harriman: Motion to adjourn to non-public?

MOTION by Mrs. Murray to adjourn into non-public session at 8:38 p.m. Second Mr. Senecal.

Approved 5-0.

MOTION by Mr. O'Brien to seal the non-public minutes of April 10, 2024 at 9:21 p.m.

In public, the board discussed having a work session to discuss the open position in April.

MOTION by Mr. O'Brien to set the date of April 24, 2024, at 6:00 pm as a work session to address the open position. Second Mr. Deshaies. Approved 5-0.

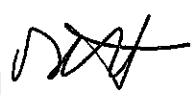
MOTION by Mrs. Murray to adjourn at 9:23 p.m. Second Mr. O'Brien. Approved 5-0.

Next Meeting dates: April 17, 2024 Regular Meeting

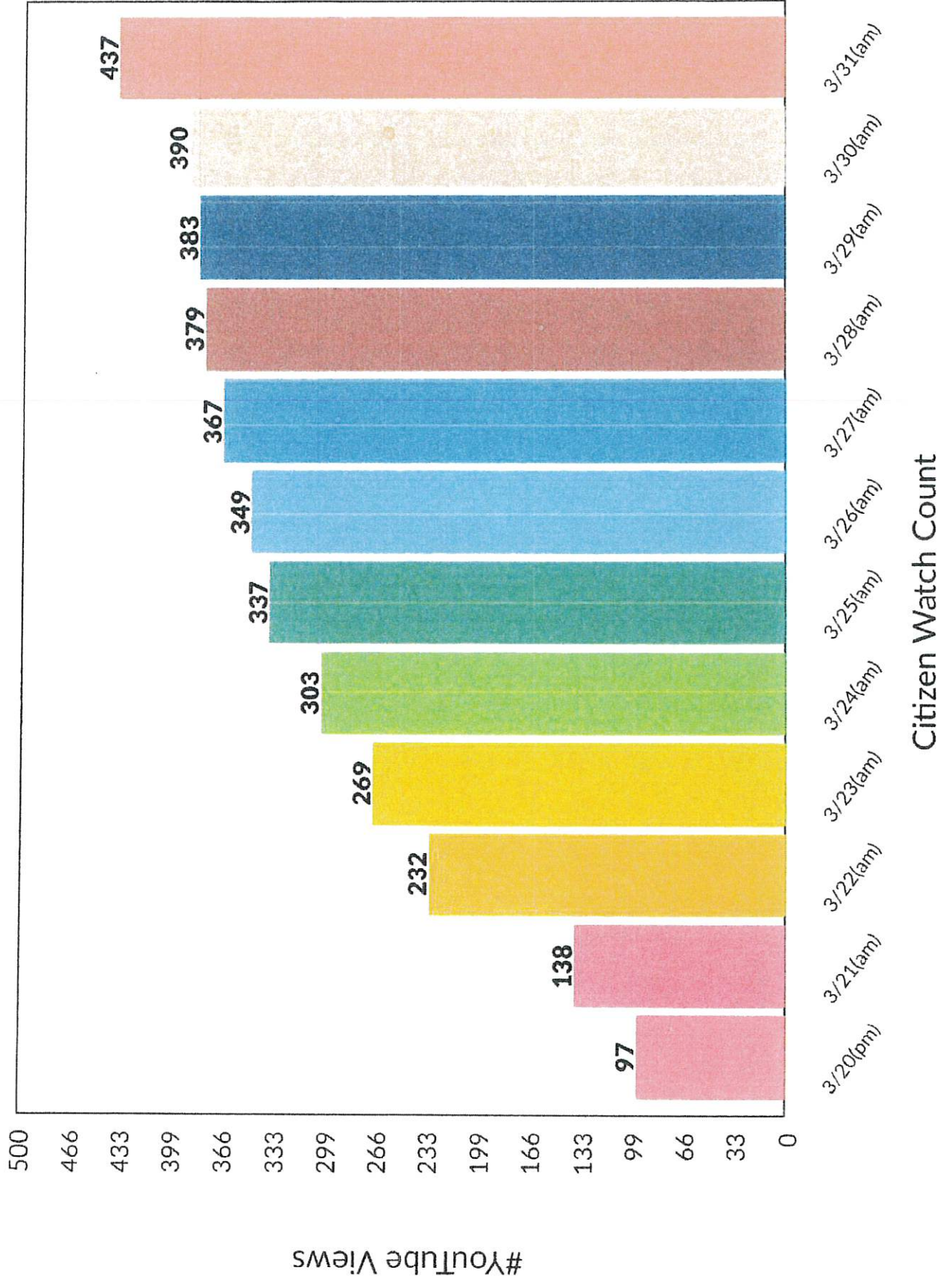
April 24, 2024, 6 p.m. work session/special meeting

Submitted by:


Brenda Joret



BOS Meeting 3/20/2024



YouTube extended

