MEREDITH SELECT BOARD
MEETING AGENDA
Meredith Community Center – 1 Circle Dr.
August 10, 2026, at 4:30pm

CALL TO ORDER AT _________ / ROLL CALL

PLEDGE OF ALLEGIANCE

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ADJOURNMENT AT ________

Next meeting: August 24, 2026

The Selectboard of the Town of Meredith reserves the right to enter into nonpublic session when necessary, according to the provisions of RSA 91-A.

This location is accessible to the disabled. Those wishing to attend who are hearing or vision impaired may make their needs known by calling 603-279-4538 (voice), or through "Relay New Hampshire" 1-800-735-2964 (T.D./TRY)

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

From: Angela Labrecque

Subject: Short-Term Rental Licensing Amendments

Public Hearing:

Select Board Chair Steve Aiken,

I open the duly noticed public hearing at [time] pursuant to RSA 41:9-a relating to the amendment to the Short-Term Rental Regulation and Fees.

Brief Summary:
The amendments include removing the plot plan and NH Meals & Room Tax license number requirements from the application and adding a owners in residence (OIR) definition of those that reside on the property when rented and $200 fee (vs $400 fee) for those who meet the OIR definition.

Invite Public to speak

Seeing no more public wishing to speak, I close the public hearing relating to the suggested amendments to the Short-Term Rental Policy.

Suggested Motion:

Selectboard member moves, *"I move that the Meredith Selectboard adopt the amendments to the Short-Term Rental Regulation and fee as recommended by the Short-Term Rental Committee."*

Selectboard Chair calls for a second, discussion and vote.

Suggested Motion:

Selectboard member moves, *"I move to adopt the recommended changes to the Short-Term Rental Regulation."*

Selectboard Chair calls for a second, discussion, and vote.

Recommendation:
It is recommended that after a public hearing is concluded, the Selectboard amends the Short-Term Rental License Regulation and fee per the recommendation of the Short-Term Rental Committee.

Background/Discussion:
The Selectboard adopted a Short-Term Rental Regulation that requires each short-term rental property obtain a license. The licensing program was adopted by the Selectboard in 2025 on the recommendation of the Short-Term Rental Committee. A compliance letter was mailed to nearly 150 property owners with active listings to make them aware of the licensing requirement. There have been 41 licenses issued to date and a second letter campaign will begin following the changes.

The implementation of the licensing program resulted in a high volume of phone calls and working with property owners to complete the on-line application portal. Following this initial licensing effort, the Committee reconvened to discuss the Regulation with staff to make the application process smoother for applicants. The Committee agreed that two items could be omitted from the application checklist.

1. A plot plan is an application requirement that applicants have a difficult time putting together. It was agreed that a plot plan does not provide information that staff could not already obtain in the property file or online.
2. The Meals and Rental Tax License number issued by the NH Department of Revenue Administration (NHDRA) is not necessary for the town to have, as it is the state's responsibility to collect that tax. Also, each individual property will not have a unique number if it is rented through a larger company. The Short-Term Rental landing page has a link to the NHDRA's reporting page.

Lastly, the Committee discussed implementing a different fee of $200 for the Owner's in Residence (those that reside on the property when rented). The $400 fee was established by the Selectboard when the regulation was adopted applies to both Owners Not in Residence and Owners in Residence. There are currently 4 Short-Term Rentals that are considered Owners in Residence. Due to the owner residing on the property when it is being rented, the required compliance and monitoring effort by staff is very limited. The trash, noise, parking, and ease of contacting are issues that do not arise when the property owner is present while it is being rented.

Fiscal Impact:
None

Concurrences:

Alternatives:
Keep the regulation as it was approved.

Attachments/Exhibits:
Amended Short-Term Rental License Regulation
Public Hearing Notice

ARTICLE IV. – SHORT-TERM RENTAL LICENSE REQUIREMENTS

Sect 11-36. – Definitions.

Accessory short-term rental means an accessory use to a single-family detached dwelling that is offered for a fee for less than 30 consecutive days at a time.

Owner means the legal owner(s) of the property or designated agent for the owning entity.

Owner in Residence (OIR) means property owner is residing on the property during the time of the short-term rental.

Owner Not in Residence (ONIR) means a property owner not residing on the property during the time of the short-term rental.

Sec. 11-37. – Application procedures and requirements.

a) All property owners intending to utilize the property as a Short-Term Rental must apply for and obtain a license from the town, before any property is rented.
b) Detached, single-family dwellings are eligible to apply for a license.
c) Short-Term Rental licenses are valid for one year from the date the license is issued. Applications are available on the town's website.
d) Applications must include all the required information including:
    1. Application fee;
    2. ~~Plot plan~~;
    3. NH DES Operational Approval for septic system or evaluation by state certified septic system evaluator;
    4. Special Exception from the Zoning Board of Adjustment or determination the Short-Term Rental is a pre-existing non-conforming use.
    5. 24-hour point of contact available to be on-site within 2 hours; and
    ~~6. Rooms and meals tax ID~~
e) An Owner in Residence property is limited to 120 cumulative Short-Term Rental days per year. An Owner Not in Residence property is limited to 90 cumulative Short-Term Rental days per year.
f) Overnight occupancy is limited to 2 people per bedroom plus an additional 2 people.
g) Daytime occupancy from dawn to dusk is limited to overnight occupancy plus 50% additional people.

h) Overnight, off-street parking shall be provided and is limited to one vehicle per bedroom.
i) Trash shall be removed or secured on the renter's day of departure.
j) Completion of a life safety inspection and Short-Term Rental Checklist by the Meredith Fire Department.
k) Meals and Rentals Tax License is required with the NH Department of Revenue Administration.
l) A license is valid for 1 year from the date of issuance. A new application is required to be submitted annually.

Sec. 11-38. – Fees.

The annual license fee is $400 for ONIR, $200 for OIR

Sect. 11-39 – Violations and penalties.

a) The owner of any Short-Term Rental that fails to secure a license will be subject to the following penalties:

First offense: Written warning issued to the property owner

Second offense, after 15 days since the mailing of the first offense: Written warning issued to the property owner

Third offense, after 15 days from the mailing of the second written warning and failure to secure a license: $500 per day of unlicensed short-term rental activity

b) The owner of any licensed Short-Term Rental that fails to comply with the Regulations adopted herein or the terms of the license, will be subject to the following penalties:

First offense: Written warning issued to the registered property owner identified on the application

Second offense, after allowing 15 days to come into compliance since the mailing of the first offense: $250

Third offense, after allowing 15 days to come into compliance since the mailing of second offense: $500

Fourth offense, after allowing 15 days to come into compliance since the mailing of third offense: $750 and revocation of license

c) Any license under this section may be suspended or revoked for any of the following reasons: misrepresentation in the application; violation of the proceeding Regulation requirements for which the license was issued; operating a short-term rental in such a way as to create a public nuisance or to pose a threat to public health, safety, or welfare or in violation of any health.
d) Applicants may appeal any violation or penalty within 10 days of receiving it to the Board of Selectmen, who at their next scheduled meeting for which a public hearing notice can be noticed, will conduct a public hearing to review the violation or penalty.
e) The decision of the Board of Selectmen shall be in writing, include the factual basis for upholding, modifying or reversing the violation or penalty, and shall be sent via mail to the applicant. Any Selectboard decision may be appealed to the Zoning Board of Adjustment within thirty days.

Town of Meredith, NH
NOTICE OF PUBLIC HEARING
Establishment of Fees -
Short Term Rental License Fees

The Meredith Selectboard will hold a public hearing pursuant to RSA 41:9-a, relative to the establishment of fees. The hearing will be held on **Monday, August 10, 2026, on or about 4:30PM** at the Meredith Community Center, 1 Circle Drive, Meredith, NH. Interested members of the public are invited to attend and comment.

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

From: **Rachael Bethmann, Administrative Assistant**

Subject: **Selectboard to consider approving meeting minutes**

Suggested Motions:

1) Selectboard member moves, *"I move that the Selectboard approve the minutes of the July 27, 2026 Select Board meeting.".*

2) Selectboard member moves, *"I move that the Selectboard approve the minutes of the July 27, 2026 nonpublic session of Select Board meeting.".*

Selectboard Chair calls for a second, discussion and vote.

Attachments/Exhibits:

Applicable public draft minutes

Town of Meredith

41 Main Street, Meredith, New Hampshire 03253
www.meredithnh.gov

MEREDITH SELECT BOARD
(DRAFT)MEETING MINUTES
At Meredith Community Center, 1 Circle Rd.
July 27, 2026
4:30 PM

CALL TO ORDER:
Chairperson Aiken called the meeting to order at 3:30 p.m.

AGENDA ITEM 1. NONPUBLIC SESSION:

Motion – ***Chairperson Aiken moved that there is a need for a non-public session per RSA 91-A:3, II (a) The dismissal, promotion, or compensation OR the disciplining/investigation of charges against a public employee, UNLESS the employee affected (1) has a right to a meeting and (2) requests that the meeting be open. Motion seconded by Vice Chair Gregoire.***

Roll Call Vote:

Chairperson Aiken	yes
Vice Chair Gregoire	yes
Selectperson Leighton	not present
Selectperson Pelczar	yes
Selectperson Forrester	yes

MOTION PASSED.

The Select Board entered nonpublic session at 3:32p.m.

Selectperson Gregoire moved to enter back into public session
Selectperson Pelczar seconded the motion
The public meeting reconvened at 4:21 p.m.

PRESENT:
Steve Aiken, Chair
Jim Gregoire, Vice Chair
Lynn Leighton, Selectperson
Mike Pelzcar, Selectperson

Jeanie Forrester, Selectperson

STAFF PRESENT:
Judie Milner, Town Manager
Rachael Bethmann, Administrative Assistant
Angela LaBreque, Town Planner
Krystal Alpers, Director of Parks & Recreation
Robert Carpenter, Director of Administrative Services

PLEDGE OF ALLEGIANCE:
Chairperson Aiken led the pledge of allegiance.

AGENDA ITEM 2. MINUTES:

Select Board to consider approving meeting minutes.

Selectperson Gregoire makes a motion that the Select Board approve the minutes of July13th, 2026. Motion is seconded by Leighton with the amendment of a clarification on a confusing sentence and a date correction on the header

Passed Unanimously

Selectperson Gregoire makes a motion to accept the non-public minutes from June 8th, 2026 with the amendments.
Lynn Seconds the approval on the non-public meeting minutes with the amendment of adding the second RSA.

Chairperson Aiken asks Selectboard for comment

Passed Unanimously

AGENDA ITEM 3. WORKSHOPS:

A. Lake Waukewan Dam Outlet Works Repair Public Update (Mr. John Lavigne & Mr. Paul Becht)

Manager Milner – This is a project that the Town of Meredith is working in partnership with Hampshire Hospitality Holdings, the name of the owners of Mill Falls Hotel, and this is a project update: disruptions that might be seen, what the project looks like, from the group that is doing the project, the Turner Group .

Ari Pollack- with the law firm Gallagher, Callahan & Gartrell, based in Concord, and John Levine with the Turner Group. He speaks on the very old, very public and publicly cherished dam in the Mill Falls hotel. After they took over the Mill Falls property, they almost immediately received a letter from the NHDES Dam Services stating the immediate updates needed to the dam. Their client [HHH] retained an engineering group that specializes in these types of repairs, and they are working closely with the dam bureau – Through this process the updates have changed and evolved and they are working to getting the repairs done with little disruption, even though every season is active and there is no obvious downtime in the town. They have partnered with the town to make sure they operate within the confines of the FEMA grant and make sure they have places to store materials needed for the project. He speaks on his gratitude for the cooperativeness of the Town at all levels. The presentation will go over not only the steps they will take to repair the dam, but also the preventative measures they will need to take to ensure the mechanics can survive the construction period.

John Levine – Project Engineer with the Turner Group – Levin has been involved with the project since 2021. In 2021 Hampshire Hospitality Holdings (HHH) receive a letter of deficiency from the NH Dept of Environmental Services Dam Bureau classifying the Lake Waukewan Dam as a high hazard dam and issuing specific deadlines to address the problem. HHH engaged the Turner Group to design and manage the project. There are many moving pieces to this project, and it is quite extensive as it includes the dam, a canal under Main Street & businesses on Main St, a surge tank and several other items on the Mills Falls property. Historically the dam was used for hydropower in the Mill. The original outlet existed over 100 years ago has been filled in, and now this new channel must not only pass the normal amount of water flow, but it also must meet the modern flood requirements of the state. Because of larger rain events, flood discharge requirements have gone up. They will try and add as much capacity into this system as possible. They can only control the lake to the depth of the cannel (5’-6’). He walks through the slides showing the entire channel from Waukewan to Winnipesaukee.

1. Through the canal starting at Waukewan under the pedestrian bridge – as a temporary fix they have put two iron Trash Racks (one at Frog Rock Tavern, and the other under the pedestrian bridge). One of the problems that has plagued this area is that it catches all the debris that accumulates in the lake. HHH has had to have divers go in periodically to clear out the debris. A permanent solution will be to put in a concrete structure with better trash racks with better maintenance.
2. Through an underground box culvert below Frog Rock Tavern – this is a 6’x6’ box culvert that was built in the 1930s. It has always been underwater, and it is in very good condition. This is one component of the system that does not need to be updated.
3. Under Main St. – the water then flows through a penstock (a gate or intake that controls water flow often used in mills), this is incredibly deep. It flows under the building at 62 Main St. This is also made on concrete pieces that fit together, but not necessarily watertight. Over the years, the joints have opened and started leaking.
4. Through an underground pipe below 62 Main St. – under the property the pipe shrinks from a 6’ diameter to a 4’ diameter. An additional pipe was added at some

point, that is now starting to corrode. They will take this penstock out of service and put in a new one. They will be staying on private property to minimize the impact of the construction.

5. Through the old Gate House in the Marketplace Parking Lot – In the original iteration of the Mill, this gate controlled the flow of the lake. The entirety of this gate was made from wood, and when they inspected it, it had completely rotted. They have completely removed it to allow the free flowing of water.
6. To a regulating (surge) tank – It was built for two things – if you had an immediate shut-down, all of the water still coming down through the pipe would hit this surge tank and settle the large wave of water. Today the tank regulates the water levels in Waukewan. The tank itself has two parts; the inner tank that was built in the early 1900s and the outer [cometic] tank that was added in the 1930's. It is leaking, corroding, and needs to be replaced.
7. Over the wooden stop logs – the boards are at this time being held in place by corroding steal stakes. As a temporary fix, they have added small steal pieces called stations to hold the boards in place. But this system needs to be replaced. They will remove the stop logs and install a gate. Instead of the water flowing under the stop logs, the water will flow over the top of a drop-gate. So that they can control the lake from the top, not from the bottom.
8. Into the Flume – the channel on either side of the flume are masonry blocks, and it is two stone-widths wide on wither side of the flume. They are in good shape.
9. And finally, to the waterfall - The waterfall was made from embedded stone and then they covered the bottom in concrete. They will re-line the channel, remove the old stones on the right-hand side of the flume, and then replace the stones and pin them with dowels so they are stable. They are going to build a second wall behind the stones under the patio at Guisseppe's to stabilize the stones even more. Continuing the right-hand side, there are drainage pipes for the upper area of the Mill, and they are going to elongate those pipes further down the waterfall. They will build another masonry wall that will enlarge the patio at Guiseppe's. They will terrace the area underneath patio and simplify the drainage into the channel.

Their main challenge is not the construction itself, but how they get the equipment there without disrupting parking (at the lower lot on Route 3, the Mill Falls parking lot, and the Municipal lot on High St.). They have decided to do the project in phases to minimize their construction footprint in the village.

Phases:

1. Start at the bottom of the waterfall area, the flume, and the embankment.
2. Then they will go up and fix the penstock. They will in-fill the old one with a material called flowable fill ("liquid soil" which is placed as a flowable liquid yet hardens and rapidly develops excellent load-bearing properties with no compaction necessary) and replace it with a new one. They will not remove the Gate house. They will fill in the old surge tank, cut it down to the level of the parking area, and replace the parking

spots they will be taking away for the new tank on the opposite side of the parking lot. There will likely be a loss of a couple parking spots in that parking lot.

3. At the intake near Frog Rock Tavern, they will stabilize the walls and build foundations around the box culvert and put in a more permanent trash rack. Or they will replace the box culvert with another precast culvert, fill the surrounding area with flowable fill, and stabilize the foundations and walls in that way. The question remains how they will utilize the new space they will accumulate above the new box culvert.

A feasible option for them would be to work on Phase 1 and 2 at the same time. Meredith will likely lose some parking spots during those Phases. They were able to get FEMA money, 65% will be covered by the Federal Government, and the rest is being covered by the Dam Owner. They are hoping to start construction as early as Nov/Dec 2026 by putting this project out for public bid by September 2026. They are hoping to pause construction by May 2027 and be back after Columbus Day in 2027. By doing both projects at the same time, they are hoping to complete work by late 2028 or early 2029. They have met with the owners and project managers, Town Manager, DPW Director, Water/Sewer Superintendent, Police Chief and Fire Chief to plan for the least intrusive, and most collaborative move forward. They have not chosen a contractor, but because they have received Federal Funding, it must be publicly bid on. He plans on being back to the selectboard for updates on the project.

Ari Pollack – Calls this a “project within a project”. It will take multiple years, and they need to ensure that the several areas of work to be done are safe for the duration of the project. He shows the wire buckles that have been placed around the surge tank, as well as the wires places around the current stop logs.

Chairperson Aiken calls for questions from Selectboard.

Selectperson Leighton – Some people are here and wondering about the Waukewan lake level. It was supposed to be going down 6” and now it’s gone down 9”.

Levine – One of the things the state has asked is to lower the lake level to take some of the pressure off of the current systems. They can tolerate the 6” drop while they stabilize the tank. Part of using the tank is that they need to have a backup plan. They went back to the old gate house, removed the old, rotted gate, and added two channels so they could better control the lake levels. To complete that installation, they had to lower the lake level by 9”. It is now set up to control the lake level at a 6” draw down, and all they need is some rain to fill it back in. The state has required the 6” draw down.

Chairperson Aiken asks for public comment.

Allan Lesser – 16 Water St. - Winni Water Association – Next summer will the water have to be maintained at the 6” water let down level.

Levine – The 6" requirement that they have from the state is only temporary, they have not told them to maintain that throughout the construction.

Allan Lesser (inaudible from audience).

Ann Sprague, Circle Rd. – WOW! Thank you Mr. Levine for a detailed description. When they are talking about aesthetics specifically for the flume, will the masonry still be there?

Levine - It will look the same, the landscape architect is working to make it look the same or better. The Surge tank will have a stone facade. All the engineering is underground, so the project will only be judged by how it looks. A big part of it is leaving it as it is today, or better. He doesn't know if the conceptual plan will be ready by the next meeting, but they will show the board and the town when it is ready.

Joe Malic, 81 Spindle Point Rd. – How large are the penstock pipes going to be?

Levine – The existing penstock it is now 6' diameter and goes down to 4' diameter. To increase the discharge flow, they will lower the sill in the stop log area, and the new pipe will only need to be 63" in diameter. They are hoping that by lowering the sill, it will decrease the amount of splash from the stop log area, hopefully stopping the ice accumulation in that area in the winter.

Greg Holtz, 100 Water St. – How much money has the town appropriated for this project, what will be the tax impact. How will the taxpayers be participating?

Manager Milner- This is a private project, the FEMA grant is $5,073,643.95 and the HHH Group will be taking care of most of the rest of the total which is estimated as up to $8,000,000. The town has a small piece of town property in the canal. They were given a $3-400,000 estimate early on, but that will be coming from the Town's ETF (Expendable Trust Fund) and already there, waiting for use for this project. The town will mobilize on their portion of the project while the Turner Group has all the equipment out there already.

Chairperson Aiken – This is something they have been working on and knew about, and they have been adding funds to the ETF for this project for several years now.

Allen Lesser, 16 Water St. – The town is responsible for it behind Frog Rock Tavern?

Chairperson Aiken – Correct.

Frank Murphy – Waukewan Watershed Association – As Mr. Levine said the current lake level management is "archaic", can they speak to how that will be managed, will it be digitalized, and who will be responsible for monitoring that. Will it be someone other than the town of the Dam Bureau?

Levine – One of the initial deficiencies that was identified in 2021was that whatever fixes that go in the dam they must comply, by statute, with the required lake regulation. Right now, it is all done by hand, the equipment they have selected can be electrified. The goal is to have this all operated electronically, hopefully it will be automated, and show the lake levels automatically through a pressure gauge, with monitoring done by a PC in the Mill.

Chairperson Aiken closes the workshop.

<u>AGENDA ITEM 4.: Business</u>

A. **Waukewan Dam Project Storage Agreement (Manager Milner, DPW Director Hale)**

Manager Milner – This was discussed at the last meeting. There is a 20-week lead time for the very large piping, coming from Texas, for the project. For the project to begin in the fall, the dam owners need to order the pipe now and are looking for storage. This agreement was drafted by Attorney Pollack and approved by Attorney Sullivan. They are looking to get it approved by the board so that [the Turner Group] can house the pipes at the old landfill while they hire a contractor to do the work.

Director Hale, DPW Director – He does not have too much to add, the chosen location will have zero impact to the Solid Waste Facility. They can contact him anytime they need to access it. It is a safe location, out of the public eye, with one of the three landings at the landfill that are specifically built for storage.

Selectperson Gregoire moves that the Meredith selectboard approve the Right of Entry and Storage Agreement for the Lake Waukewan Dam Outlet Works Repair Project and authorize the Town Manager to sign the contract.
Selectperson Leighton Seconds

Passed Unanimously

<u>AGENDA ITEM 3.: Workshops</u>

B. Prescott Park Playground Remaining Funding **(Director Alpers, Parks and Recreation)**

Director Alpers – The Prescott Playground is officially open, they have a few finishing touches they are working on, including grass, mulch, and landscaping. The former Director had secured just over $350,000 for the project. At the time, he did not have the final cost. At the time he did not have the final cost and knew there were funds in the William Andrew Fund to cover overages. However, this past Town Meeting, the town did approve $200,000 for the Parks and Rec Expendable Trust Fund, now that is a new possibility. She offers the Board 4 options:

Option 1 – Parks and Recreation ETF

- Parks and Recreation ETF: $110,090

Option 2 – Combination of William Andrews Fund Revenue and Parks and Recreation ETF

- William Andrews Fund (remaining stock-generated revenue): $13,747 *(previously approved by the Selectboard)*
- Parks and Recreation ETF: $96,343 *(requires Selectboard approval)*

This option utilizes the remaining cash revenue in the William Andrews Fund and avoids selling any donated stock, allowing those investments to remain intact.

Option 3 – William Andrews Fund Only

- William Andrews Fund: $110,090
  - $73,250 previously approved by the Selectboard
  - $36,840 requires additional Selectboard approval

This option would use the remaining $13,747 in stock-generated revenue and require the sale of donated stock from the William Andrews Fund, reducing the fund's investment holdings and future earning potential.

Option 4 – Combination of William Andrews Fund and Parks and Recreation ETF

- William Andrews Fund: $73,250 *(previously approved by the Selectboard)*
- Parks and Recreation ETF: $36,840

This option would use the remaining $13,747 in stock-generated revenue and require the sale of donated stock from the William Andrews Fund, reducing the fund's investment holdings and future earning potential.

Director Alpers recommends Option 2 because when she spoke to the people who manage the Willaim Andrews fund, there was only about $13,000 left in the fund, that is revenue from the donated stock. If they use the money that was voted on initially, they would be cashing in on some of those stocks. If they cash in on those, then Parks & Rec will no longer make revenue off them.

Vice Chair Gregoire asks what the William Andrews Fund is, and who oversees the fund.

Chairperson Aiken – it is an investment account started by William Andrews with 4 stocks that have been sitting there for about 18 years.

Director Alpers – the intent of the fund is for Parks & Rec projects

Chairperson Aiken calls for questions from Selectboard.
No Questions.

C. Waukewan Highlands Community Park Disc Golf Presentation (Director Alpers, Cody Burns)

Director Alpers – a few months ago when Alpers started, Cody asked about the possibility of a 18-hole disc golf course being a placed somewhere within the Prescott Park renovation. Alpers replied to him that although that would be fun, that was probably not feasible within the new Prescott Park, but Alpers was open to the idea of it being a recreation amenity in Meredith. There is a 9-hole disc golf course at Twin Barns Brewing, but the other full courses are about 20-40 minutes away. This is a low-cost sport, gaining in popularity over the past few years, and she plans on speaking with the Conservation Commission on how to best use the space. They would like to fund this through grants.

Cody Burns – Disc Golf, just like normal golf, but with frisbees. It's all-ages, family friendly sport. One of the main benefits of the sport is affordability, discs are inexpensive, and typical courses operate on a donation basis, are free, or cost approximately around $10 for a whole day. You can bring your dog with you, and it is environmentally a low-impact installation. You typically play through the trees, and it would need minimal upkeep; some mowing for holes placed in the fields. The design intent would be an intermediate/beginner style course, whereas the Twin Barns course would be considered a novice course. The course would be contained within the "Yellow Trail" that wraps around the field, on a "mellow walk" and would have the least amount of interference with other people on the trail. Whereas the "Red Trail" to the pond has the most foot traffic. It is a great opportunity for families, and accessible to anyone that can already walk the trail. There is a potential for fundraising, advertising opportunities and "sponsor a hole" opportunities for local businesses. He has spoken with local course designers; they offer course design for a fee. They offer turnkey course design, more specialized course design, or they are open to working as more of consultants.

Chairperson Aiken calls for questions from Selectboard.

Selectperson Pelczar asks about the fees and the maintenance, scared it could stress the funding as they already "have a big project going on."

Director Alpers – Preliminarily with the conversations Cody has had with course designers, they are considering a more DIY approach, including "sponsoring a hole" campaigns and Grant Funding, they think this would cost about $20,000. The maintenance would fall on the town, but the Conservation Commission has been amazing maintaining the trails already. Her goal would be to not ask the town for money.

Vice Chair Gregoire – he is worried that no one will use it. How would they assess who is going to use it? He asks for a show of hands who plays it regularly, 4 out of 12 people in the room raise their hands. He is concerned they do not have the demographic.

Director Alpers suggests a community survey

Chairperson Aiken reminds the room that they did not think people would play pickleball when that was first brought to the board.

Director Alpers – has always been I the mindset that if you build it, they will come. She recognizes the growing popularity of the sport, similar to pickleball.

Selectperson Pelczar thinks the park is well-used, he uses it, he would want to hear what people have to say about dodging frisbees, he is personally not for it. He says to do some more research.

Selectperson Leighton – would it be DPW taking care of all the maintenance?

Director Alpers - For tree trimming DPW would help, Parks and Recs would maintain the course, but they would also work with volunteers to help with maintenance.

Aiken opens the floor for questions from the public

Karen Sticht – she agrees that if they build it, they will come. She thinks instead of putting it on a busy hiking trail, she wonders if there might be more visible spaces like the Page Pond area.

Director Alpers - they have not considered other locations, but having the treed area adds to the fun and makes it more challenging. She said that if they do a community survey, they can absolutely add more locations.

Dave Holtz, 100 Water St. – since Twin Barns has a course, ask them what the demand is from other people who manage that location.

Selectperson Pelczar says his mind can be changed

Cody Burns is starting a drop-in league at Twin Barns, and frequents the other courses in Sandwich, Franklin and other locations – he will ask them about traffic.

Chairperson Aiken calls for questions from Selectboard.
No Questions.

D. Private & Class VI Roads Policy **(Planner LaBrecque)**

The Selectboard met with Attorney Sullivan to discuss issuing building permits for private roads. The Department later met about how that will work, what will happen, and what the statute says. Through these discussions they dug into the statute (RSA 674:41), and they discovered that the only permits that would come to the Selectboard about private roads that had not been previously reviewed by the Planning Board. These roads would be ones that have not been approved by the Planning Board and recorded on a plat (plan) by the Belknap County Registry of Deeds. There are approximately 111 private roads in Meredith with approximately 12 not being the subject of a previous Planning Board approved plan. Lots of the private roads are newer and have been a part of an approved subdivision. The statute says that after review and comment from the Planning Board, then the Selectboard would be the ones to review and approve the building permits. This would be at least a two-month process, as the Planning Board only meets once a month. The town can streamline that process by adopting a road policy. It was recommended by Attorney Sullivan that the Selectboard adopt a Class VI Highway and Private Road Policy to guide applicants. Attorney Sullivan sent over a template that was reviewed by the FD and DPW about what they should insert [into the template.] She references the copy of the policy in front of the Selectboard. There were two sections of that road policy that Attorney Sullivan suggested they fill in with specifics of what the town would like to see. Number 1. States 50' of road frontage, that is the minimum lot frontage requirements for subdivision, so if it did not have 50' of road frontage that would be something the Planning Board would look at, it would not go directly to the Selectboard. And Number. 3 that is NFPA information that is about the width of the road, the vertical clearance, and turnaround clearance for Fire Trucks. She refers to Director Hale, DPW, and Gary Pariseau, Fire Inspector, who sat in the meetings for this policy with Fire Chief Jones. She lets the board know that if they have specific questions about those specifications, they should direct them to the appropriate department. This is guidance to anyone building on a Class VI or Private Road that wasn't already approved by the Planning Board, however if the standard outlined in the policy could not be achieved, the person seeking the building permit would have to go to the Planning Board for review and comment prior to seeking approval from the Selectboard for the building permit. Both types of roads require release of liability to be recorded.

Selectperson Pelczar – Is this possible that this came about because of the Kaulback Private Road?

Planner LaBreque - They were both approved roads on a subdivision plan. Road standards were met for one road, the other one, the road was never constructed. It will be a case-by-case basis.

Selectperson Pelczar – Is trying to follow. He understands the Private Road vs. Class VI, when you are on a Private Road, most of them are already subdivided and developed. So you can just go and get a building permit. Like Clover Ridge. [The Selectboard] wouldn't be involved in anything like that. He uses Maple Ridge as an example by saying would this Road Policy apply to Private Roads already in use and apply these "new rules". Or are they operating on the rules they already met.

Planner LaBreque – Correct [they are operating on the rules they have already met.] This will apply to a very small number of roads. There are only approximately 12 private roads that are not previously approved by the Planning Board. She lists several examples of private roads that have not yet been approved. She says that most of these roads are probably roads to old camps. She predicts someday when these camps are rebuilt, or the properties subdivided, then they will take a fresh look at that road.

Chairperson Aiken – Does this change requirements on how we must maintain a Class VI Road?

LaBreque – No. All the Class VI Road statute liability stays the same. The statute changed last year, they used to have to do Class VI Road agreements, they do not have to do those anymore. They now record a release of liability. The statute says that the property needs to be insurable, they are not quite sure what that means, other towns are not quite sure what that means. As they work through the statute and people come in, planners talk with other planners and with the case law, they will figure it out.

Chairperson Aiken calls for questions from Selectboard.
No Questions.

Chairperson Aiken calls for questions from the public

Patricia Reardon, 40 Maple Ridge Rd. – Asks about the identification, for example if there is an emergency, a fire truck cannot get up a Class VI Rd. She asks to better understand what the protocol is.

Planner LaBreque – Calls on Fire Inspector Gary Pariseau and states that her understanding is that the Fire Department will always do their best.

Gary Pariseau, Fire Inspector – One of the hardest things about the Fire service is that we can never say no, you always get the best that we can do. If there is an area in the town where they can't bring a firetruck to the scene, he has a Forestry 1 that has a 500 gal pump with a large hose that they can connect to a Fire Engine. They will do the best they can**.**

Rick Demark – 114 Chase Rd. – He is not sure how these proposed changes affect him. He is concerned, he owns 20 acres on Chase Rd., has over 150' of Frontage on Chase Rd. which is a Class V and 1500' of frontage on Old Russel Rd., a Class VI Road. Theoretically he could parcel out 4 lots on the 150' frontage on Chase Rd., it would be bowling alley lots. If however, he could use the 50' frontage requirement on Chase Rd. and use Old Russel Rd. as a driveway, I could conceptually create lots on the rear of the property to prevent the bowling alley concept. He wants to bring this to the attention of the Selectboard as these regulations on Class VI Roads have nuance. He would like to maybe contribute to affordable housing in Meredith. He would possibly like to discontinue Old Russell Road as he owns both sides of it in its entirety.

Chairperson Aiken calls for questions from Selectboard. No questions.

<u>AGENDA ITEM 4</u>. BUSINESS:

A. Short Term Rental Licensing Regulation Amendments **(Planner Labrecque)**

Planner Labreque – Came before the board a few months ago about the consideration of updates to the (STR) Short-Term Rental application requirements. It was suggested to reconvene with the STR Committee. They have met a couple of times to talk. Since she talked to them last about the licenses they have issued 41 licenses to date. When the initial letter went out to all the identified STR in Meredith, a high volume of phone calls came into the office. Most of those calls were from owners asking for help with the online portal. It also came with a lot of special exceptions, and Genie Smith, the Planning and Development Clerk, worked with the owners to complete those special exception applications ready to be put in front of the Zoning Board. In going through the application process with a lot of people, she found a few changes that would help streamline the application process. She does not believe that people should have to provide a plot plan with their application as it does not give them any information, they cannot already get access to, and the other would be the Meals and Rental Tax License number issued by the NH Department of Revenue Administration (NHDRA) is not necessary for the town to have, as it is the state's responsibility to collect that tax. Also, each individual property will not have a unique number if it is rented through a larger company. The Short-Term Rental landing page has a link to the NHDRA's reporting page. Lastly, the Committee discussed implementing a different fee of $200 for the Owner's in Residence (those that reside on the property when rented). The $400 fee was established by the Selectboard when the regulation was adopted applies to both Owners Not in Residence and Owners in Residence. There are currently 4 Short-Term Rentals that are considered Owners in Residence. Due to the owner residing on the property when it is being rented, the required compliance and monitoring effort by staff is very limited. The trash, noise, parking, and ease of contact are issues that do not arise when the property owner is present while it is being rented.

Selectperson Forrester, STR Committee – Can you explain how we came up with the $400 fee?

Planner Labrecque - The software company gave the committee a range of the average nightly fee in Meredith. The committee agreed upon $400, and the Selectboard voted to pass that fee. If you are an owner in residence, you are likely only renting out a room, for approximately $100 a night, and your revenue is going to be a lot less.

Forrester – Clarifies that the $400 fee was not just picked out of the air.
Planner LaBreque confirms.

Richard Gerken, Chair of the STR Committee – They have met several times and approved all the changes Angela has brought to them. They went through how much other towns were charging, Meredith has a very mid-range fee for this licensing. They are covering the cost of the software program they use to manage the rentals. This software costs $18,000 a year. He confirms his comfortability with the $400 fee.

Selectperson Forrester, STR Committee – The point of the $400 fee was to cover cost, not to be a burden on the taxpayers, correct?

Richard Gerken, Chair of the STR Committee – The committee felt it was their obligation to not be a burden on the Planning & Development Department. How they administer this is key in automating the program, so they didn't need to hire someone to manage only STR. They felt that the program could operate without a person monitoring it. They do not want to burden the taxpayers.

Chairperson Aiken – He thought the cost was a one-time payment of $18,000 and then a recurring $3,500.

Richard Gerken, Chair of the STR Committee – Dave Thorpe has more information on the cost.

Selectperson Forrester, STR Committee – That original cost of $18,000 was based on a certain number of STR properties they thought they would get. She says they "worked on this".

Richard Gerken, Chair of the STR Committee – Reminds the board that the $400 was only a recommendation from the STR Committee, and the Selectboard were the ones who implemented the fee.

Chairperson Aiken calls for questions from the public.

Karin Nelson, 81 Barnard Ridge Rd., STR Owner in Residence– Her and her husband have been renting a room in their house since 2007. Their guests usually rent for one night at a time. The Nelson's charge $125 for the night, they try to keep their costs low, they do the cleaning and take care of the trash. She says they have no impact on the town in a negative way. They have a well, and town sewer. It is limited to two guests and 1 car. The garbage is a tiny one in the bathroom; it goes to the dump with their regular garbage. They get about three guests a week. They are always present with their guests. The $400 fee had a much larger impact on them. She says that they have a very different experience than the other STR's that are managed by other companies or rented out by people who do not live in state. She recognizes the importance of regulation.

Ann Sprague – how many STR's are there in Meredith?

Planner Labreque – Approximately 150

Ann Sprague - Says she did the math, if she divides 18,000 by 400, she gets 45. So where does the additional money go?

Planner LaBreque – It goes into the general fund. She reminds the board that she made a recommendation for a Public Forum.

Selectperson Forrester moves to hold a public hearing on August 10, 2026 to act on the recommended changes to the Short-Term Rental Regulation.
Vice Chair Gregoire seconds

Chairperson Aiken calls for a vote

Passed Unanimously

B. NHMA Legislative Policy **(Manager Milner)**

Manager Milner – This is the bi-annual Legislative Policy Conference through NHMA for Municipalities to vote on the policies they will support and adopt for the upcoming bi-annual budget and legislative season. They were given policies that came forward from groups of Municipalities under NHMA for Meredith to support or not support. They send one delegate to the policy conference on September 11th, 2026, to vote on Meredith's behalf. Manager Milner provided 4 amendment forms for the board, but she did not receive anything from the board ahead of this meeting, or during. They are due on August 4th, and the board will not be able to vote again until after that date.

Comments or Questions from the Board? No comment.

Chairperson Aiken states that normally the representative is the Town Manager, unless someone wants to volunteer.
Selectperson Leighton suggests Chairperson Aiken be the representative
Chairperson Aiken is unavailable on that date.

Selectperson Forrester moves that the Meredith selectboard support the legislative policies and principles as recommended by New Hampshire Municipal Association's three member run policy committee and appoint Manager Milner to act as Meredith's voting delegate at the Legislative Policy conference on September 11, 2026.
Selectperson Leighton Seconds

Passes unanimously

C. Tax Interest Administrative Abatements **(Manager Milner)**

Manager Milner – there are a few more interest abatements requests. These are different than the assessed value abatements that were gone over with Director Commerford a few weeks ago. One from the Bernieri Family 2026 Trust for $423.22 and another from David Douglas for $72. She reminds the board of the Selectboard meeting held on June 8, 2026 where the board approved 7 interest abatements due to taxpayer confusion with software conversion and software conversion issues themselves.

Chairperson Aiken calls for discussion of the board. No comments.

Vice Chair Gregoire moves that the Meredith selectboard approve two administrative interest abatements for the Bernieri Family 2026 Trust in the amount of $423.22 and David Douglas in the amount of $72.
Selectperson Leighton seconds

Passes Unanimously

AGENDA ITEM 5. TOWN MANAGER'S REPORT:

Manager Milner – Lets the Selectboard know they have a copy of the June Financial Report from Director Carpenter

Welcome Aboard:
Jade Hartsgrove – Planning & Development's new Administrative Assistant
Richard Ort and Tyler Stikowski – Joining the Meredith Police Department
Police Department will be fully staffed very shortly

Website Stats

Website from May 4th, 2026 – July 20th, 2026

Active users went from 8,191 to 10,758

In comparison to January 1st, 2026 to May 4th, 2026

Active users dropped from 9,326 to 8,191

As of July 20th, we have 69 people signed up for News Flash, Calendar, Jobs and Minutes/Agenda Notifications. They receive those either by email or text.

Facebook: Currently we have 24 followers, and our posts reach, on average, 137 non-followers.

Instagram: We currently have 179 followers and our posts have reached 3800 views. 33.9% of that is from our followers, and 66.1% of that is from non-followers.

Administrative Correction:

Manager Milner brings to the board an administrative correction Selectperson Pelczar requested for the May 11th Minutes. His request was made on July 13th, 2026. Under NHMA, after a Selectboard passes Minutes with an amendment, if they do not like how the minutes were amended, they must then make a formal motion to amend the minutes again during a public meeting.
Selectperson Forrester asks why the minutes were not amended the first time.
Manager Milner – they were amended the first time; this amendment was for a request that was made at the July 13th meeting. When they were first amended in the May 11th meeting you voted to pass the minutes after the amendment. If you want minutes to be further amended, you must vote on it.
Selectperson Forrester says, "we need to do a better job of reflecting what was said".
Selectperson Pelczar says this has gone on so long. He reads out loud the quote of what he requested for the May 11th minutes to say at the July 13th meeting and then says it is "good enough".

Selectperson Pelczar makes a motion to approve the change in language for the May 11, 2026 minutes pertaining to the Selectboard's stance and questioning on the Work from Home Policies for the employees of the Town of Meredith.
Selectperson Gregoire seconds
Chairperson Aiken asks for a voice vote.
Passes Unanimously

Town Manager Report Cont….

Meredith Neck Parking – Changes to accommodate the required amount of handicapped parking spaces, the town is required to have 5 per the total number of parking spaces. Most will be up against the dock, and one will be up in the parking lot.

WRBP meeting – 7/30 @ 10am in Laconia, legislation for next session to bring the program back to the communities instead of being run by the state of New Hampshire.

Waukewan Dam & Canal project – presentation earlier tonight and on August 10, 2026.

Meredith Neck Road – Shout out to Director Hale - NHDOT letter. This fall they will be doing drainage work, piping, ditching, shimming, etc. Director Hale feels that this is an ok temporary fix but will be looking for a better fix going forward.

Pay & Classification Study – supervisor review of questionnaires is complete; McGrath is working on data collection and comparisons with other communities/private businesses if applicable.

Library Retaining Wall – having the property line surveyed with the temporary fence in place.

Economic Development – The first focus group with regional and state partners is scheduled for 9/3 at the Taylor Home in Meredith. The focus groups are always open to the public, but this one will not include public participation. Please stay tuned for a public focus group. She requests a Focus Group with the Selectboard at their September 14th meeting.

Fall Forum Dates for discussion on Town Manager & Town Administrator forms of Government. Gets available dates from the Selectboard.
October 19th @4:30pm
November 2nd @4:30pm
November 16th @4:30pm

TM Time Off – July 31st and the week of August 10th
With Manager Carpenter in her stead.

Community Plan Implementation Committee – lengthy first meeting, and the team recognized the importance of the work.

9/11 Memorial –
Announces the groundbreaking ceremony.
Gary Pariseau, Fire Inspector - shares a letter from a 9/11 firefighter and a donation of glass from ground zero to be honored in Meredith's 9/11 memorial at the Meredith Fire Station and announces the Rain contingency plan for September 11th service. If it rains the gathering will be held in the lower bay of the Fire Station instead of at Hesky Park, and light refreshments at the upper bay.

Household hazardous Waste Day – 227 vehicles participated and safely disposed of their household waste. In comparison to 133 last year. Congratulations to Director Hale and the Solid Waste Department!

Water Superintendent – Drinking water state revolving fund. Our filter project was not funded, but we have put an appeal in. We should know in approximately 30 days.

Route 25 water and sewer project - the superintendent had originally said to the board that the number 1 priority should be the intersection of Route 25 and Highway 3 and number 2 would be the underground infrastructure. He is making a recommendation to switch those priorities.

DES Sanitary survey – the inspector found zero deficiencies at our water department because of the work that has been put in. We will get this report in 30-60 days.

Ironwood will be at the August 24th Meeting.

Chairperson Aiken asks about the Prescott Park Grand Opening

Manager Milner says she will reach out and ask about a Grand Opening.

Selectperson Forrester asks Manager Milner who the “state partners” are that Milner referred to for their Economic Development Meeting.

Manager Milner names several stake holders for the Town, Belknap County, and other regional partners. She tells the Board she would be happy to share the entire list of people she invited.

Selectperson Forrester asks “did you think to invite Eliza Leadbeater?”

Manager Milner says she would like to, and she will.

Selectperson Leighton follows up about the Grand Opening for Prescott Park, and it is all in the works.

Upcoming Events on Town Property:

Upcoming Meetings:

Town of Meredith			
Selectboard Meeting Schedule - 2026			
Date	**Time**	**Meeting**	**Location**
7/13/2026	4:30pm	Selectboard Regular Meeting	Community Center
7/27/2026	4:30pm	Selectboard Regular Meeting	Community Center
8/10/2026	4:30pm	Selectboard Regular Meeting	Community Center
8/24/2026	4:30pm	Selectboard Regular Meeting	Community Center
9/14/2026	4:30pm	Selectboard Regular Meeting	Community Center
9/19/2026	10am	Old Home Day	Main Street
9/28/2026	4:30pm	Selectboard Regular Meeting	Community Center

Projects In Motion – Stay Tuned for Future Update

PFAS Settlements
Breezeline Franchise Agreement Renewal
Coalition 2.0
Flood Maps
Waterfront infrastructure
State Zoning/Housing Mandate Dialog
DPW Bldg/Hutter
Route 3/25 assessment(underground)
Route 25 Pedestrian Crossing

Prescott Park Renovation
Fire Department Study
Space Needs Project
Main Street Project
2026 Parking PILOT Program

<u>AGENDA ITEM 6</u>. VISITOR AND RESIDENT COMMENTS:

Chairperson Aiken opened the floor for public comments.

Lisa Popek, 238 Meredith Neck Rd. - Thank you to Rachael Bethmann and Manager Milner for all their help so far. She is hoping to have a survey done in the next six months. She asks for another meeting with people of the town and her neighbor. She clarifies she is on the previous meeting minutes when she spoke.

Chairperson Aiken says, "you're on there".

Karen Sticht talks about her grievances with propane delivery on Oak Island and the Fire Chief.

There was no further public comment.

<u>AGENDA ITEM 7</u>. SELECT BOARD REPORTS AND COMMENTS:

<u>Selectperson Pelczar</u>

Selectperson Pelczar – 126 Meredith Center Rd., any updates?
Manager Milner will follow up with the Code Enforcer who issued the 30-day notice. We are still within those 30 days.

Selectperson Pelczar – So in light of Planning & Development and what not once again getting redone, Chris is saying he's not the guy, I think at this point, for me, I'd like to move that we freeze the funding for the Economic Developing Contract and engage managing discussion for better participatory approach to define the needs and determine how we select the consultant [inaudible] to support those needs just so we can all get on the same page. Can I have a second? Or no?
Selectperson Forrester I'll second that
Selectperson Pelczar Anyone want to chime in?
Chairperson Aiken Can you repeat that Mike, because I didn't hear you.
Selectperson Pelczar Is that we would like to freeze the funding for the economic development contract and engage in a better participatory approach like we had discussed earlier, all try to get on the same page as how we move forward, so to speak. So I think it starts here.
Selectperson Forrester So I think there has been a level [of] frustration because

economic development is important to this board, we had been asked many times, we had wanted to know the vision, before we started moving forward on, any economic development. We wanted to have that, I guess a more in-depth discussion with the Manager and I am surprised, I guess that, it seems, that we didn't engage, let's say the President of Meredith Village Savings Bank, really actually all those folks that you had mentioned were going to be part of this meeting coming up. And it would seem to me that we should have, or we should have that conversation with the board about where we're headed and then look at consulting. And so, I agree with Mike, I think, I think, it's moving too fast, I don't feel comfortable with the way we're going, and I would support it. I think if we just have a pause and have a conversation with the Town Manager to figure out where we are going, I would be more comfortable.

Selectperson Leighton I'm fine with that.

Chairperson Aiken Any comments?

Selectperson Leighton I'm fine with that. And just review, you know.

Chairperson Aiken So there was a motion and a second, so then you guys would like a vote. Is that the uh, on the hold. Can I have the, all those in favor?

Selectperson Forrester	**yes**
Selectperson Pelczar	**yes**
Selectperson Leighton	**yes**
Vice Chair Gregoire	**abstain**
Chairperson Aiken	**no**

Chairperson Aiken It will carry forward.

<u>Selectperson Forrester</u>

Selectboard Forrester So I just wanted to check in, I know we talked about uh the work of the CIP that [inaudible] of CIP that you're working on with all the spreadsheets, just wanted to confirm that we're still on target to be able to review these plans at least twice before it goes to CIP for their first meeting. I just want to make sure we are still on track.

Manager Milner I believe we are still on track to get you the CIP sheets, before the CIP committee, for two meetings.

Selectperson Forrester And then the other question that I had is for you, Steve (Chairperson Aiken) are you [inaudible] your report are you planning to bring up the email that you presented to the board today?

Chairperson Aiken No

Selectperson Forrester So I would like to bring it up then, if you're not going to bring it up.

Chairperson Aiken Ok

Selectperson Forrester Ok so I don't know if the rest of the board saw the email but, Steve, the Chair, wanted us to, Selectboard members current and future should only be allowed to Zoom meeting on rare and extenuating circumstances, these Zooms should require a majority vote for approval. And I guess I wanted to have that conversation to see how everyone feels about that.

Vice Chair Gregoire Well, we should be able to participate on Zoom, if we can't possibly attend the meeting. So I would much rather, as difficult as it is to hear everybody when you're on Zoom, its better than not being in the meeting at all.

Selectperson Leighton Well of course I'm the other one, I'm the worst one, so, cause I'm in Florida for that amount of time. So, I mean, other than flying back here, yeah.

Selectperson Forrester So I don't, I guess, do we need to have a vote?

Chairperson Aiken No, I like how you threw that in. So no we don't need to do it. We're good.

Selectperson Forrester [microphone is off] some people can't be here for meetings.

(Rachael Bethmann lets them know she cannot hear them through the mic.)

Selectperson Leighton Am I good? Oh, I turned it off.

Selectperson Forrester I just said to Steve, I want a clarification, because it came to us, and I wanted to understand if this was something we were going to do in the future. Thank you.

<u>Selectperson Leighton</u>

Selectperson Leighton I just wanted to say thank you to Judie because she's actually the one who gave me the link to give to Karen, so I'm not going to take all the credit for it. Cause you gave it to me. And I will give you this woman, Wendy Barring-Gould, Chapman Island, who was the woman I talked to before the meeting about the 9" to 6" for the water level, and I have her phone number and email. So, I can give that to you, as well. So I attended the playground meeting on July 14th. I wanted to do a shout out, he is probably going to be mad at me, Tyler Manville of Buildings & Grounds. He ran the Baldface Scramble and it was 18 miles and 6500' [elevation] gain, and there were 100 people and he finished 15th with just over 5 hours. And I just wanted to, yeah, and he's a great kid, so, yup.

<u>Vice Chair Gregoire</u>

Vice Chair Gregoire – Earlier today, about 50 people did week 6 of the Got Lunch Program the Interlakes Got Lunch Program. We have, we will be doing that for 10 consecutive Monday's this summer, we deliver, we buy, pack and deliver, bags of food to families of 180 children, in the communities of Sandwich, Center Harbor, Meredith and New Hampton. The need is great, and people are volunteering, stepping up, doing the work, providing the money to make that happen. I got up at all three masses at St. Charles Church this weekend asking for the annual donation, that last year provided $30,000 for the Got Lunch Program. Fantastically generous community, and I just wanted to let you all know that happened. Also I'd like to say thanks to the DPW for running the hazardous waste day. Last Saturday, you mentioned it earlier Judie, but I heard from somebody, I was not available to go, but from somebody who did, and he was very complimentary about efficient it was run, despite all the people, 200 somewhat people, that came and showed up, the lines were long, but they moved quickly, it was extremely well done by those worked it. So, congratulations.

<u>Chairperson Aiken</u>

Chairperson Aiken – Thank you. Planning Board, tomorrow night, 7:00PM, here. So with that, is there a Non-Public to go into?

Motion – ***Chairperson Aiken moved that there is a need for a non-public session per RSA 91-A:3, II (a) The dismissal, promotion, or compensation OR the disciplining/investigation of charges against a public employee, UNLESS the employee affected (1) has a right to a meeting and (2) requests that the meeting be open. Motion seconded by Vice Chair Gregoire.***

Roll Call Vote:

Chairperson Aiken	yes
Vice Chair Gregoire	yes
Selectperson Leighton	yes
Selectperson Pelczar	yes
Selectperson Forrester	yes

MOTION PASSED.

The Selectboard entered back into a non-public at 7:07pm

The Selectboard entered back into a public meeting at 7:40pm
The meeting adjourned at 7:40 p.m.

***Next meeting will be held on August 10, 2026**

Respectfully submitted,

Rachael Bethmann, Administrative Assistant
Town of Meredith

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

From: **Judie Milner, Town Manager**

Subject: **Public Update from Hampshire Hospitality Holding's (Waukewan Dam Owner) Project Managers on the Lake Waukewan Dam Outlet Works Repair**

Suggested Motion:

N/A

Recommendation:

N/A

Background/Discussion:

This is one of 2 public updates and answer sessions on this project. The next opportunity will be at the Selectboard meeting on August 10, 2026 so the community has time to digest the information and formulate questions.

In 2021, Hampshire Hospitality Holdings (HHH) receive a letter of deficiency from the NH Dept of Environmental Services Dam Bureau classifying the Lake Waukewan Dam as a high hazard dam and issuing specific deadlines to address the problem. HHH engaged the Turner Group to design and manage the project. There are many moving pieces to this project and it is quite extensive as it includes the dam, a canal under Main Street & businesses on Main St, a surge tank and several other items on the Mills Falls property. The project went through a few different design scenarios. The owners and project managers have included the Town Manager, DPW Director, Water/Sewer Superintendent, Police Chief and Fire Chief in meetings and updates throughout the process. The current design is much less disruptive to Main Street than the original design which would have closed Main Street for a period. Though, it is a construction project and there will be a certain amount of disruption before getting to the final product. The project has been accelerated due to a recent additional letter of deficiency because of greater deterioration than expected in the surge tank. This accelerated timeline will keep the project within the performance period of the grant without asking for an extension, which is desirable for the grantor and less risky for the dam owner in these volatile times for grants in general.

The project is expected to begin in the Fall of 2026.

Fiscal Impact:

Meredith has a small portion of the repair within the canal by the public parking lot which will be funding from existing expendable trust funds.

The bulk of the project will be funded by Hampshire Hospitality Holdings with the assistance of a FEMA grant (see concurrences below).

Concurrences:

Meredith partnered with Hampshire Hospitality Holdings to secure a FEMA (Federal Emergency Management Agency) grant through the NH Department of Safety, Homeland Security & Emergency Management agency in the amount of $5,073,643.95 to partially fund the project due to the potential catastrophic effects of dam failure to the downtown core.

In the business portion of the agenda this evening, the Board will consider an agreement with Hampshire Hospitality Holdings to store piping material at the old landfill site in order to expedite the project timeline.

Alternatives:

N/A

Attachments/Exhibits:

Presentation from Hampshire Hospitality Holdings

HAMPSHIRE HOSPITALITY HOLDINGS, LLC.

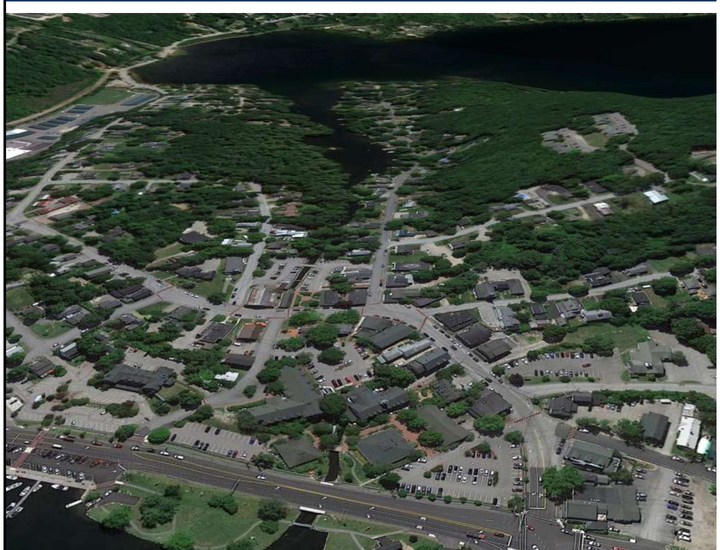
LAKE WAUKEWAN DAM

OUTLET WORKS REPAIR

TURNER GROUP

1

PROJECT TEAM



TOWN OF MEREDITH · INCORPORATED · DEC. 30, 1768 · NEW HAMPSHIRE

PROJECT PARTNER

TURNER GROUP

PROJECT MANAGER & DESIGN TEAM

Weston & Sampson

CIVIL & ELECTRICAL ENGINEERING

Hampshire Hospitality Holding, LLC.

THE CLIENT

TURNER GROUP

2

WATER FLOWS CONTINUALLY FROM LAKE WAUKEWAN TO LAKE WINNEPSAUKEE

TURNER GROUP

3

THROUGH THE CANAL

TURNER GROUP

4

UNDER MAIN ST

5

TO A REGULATING TANK

6

INTO THE FLUME

TURNER GROUP

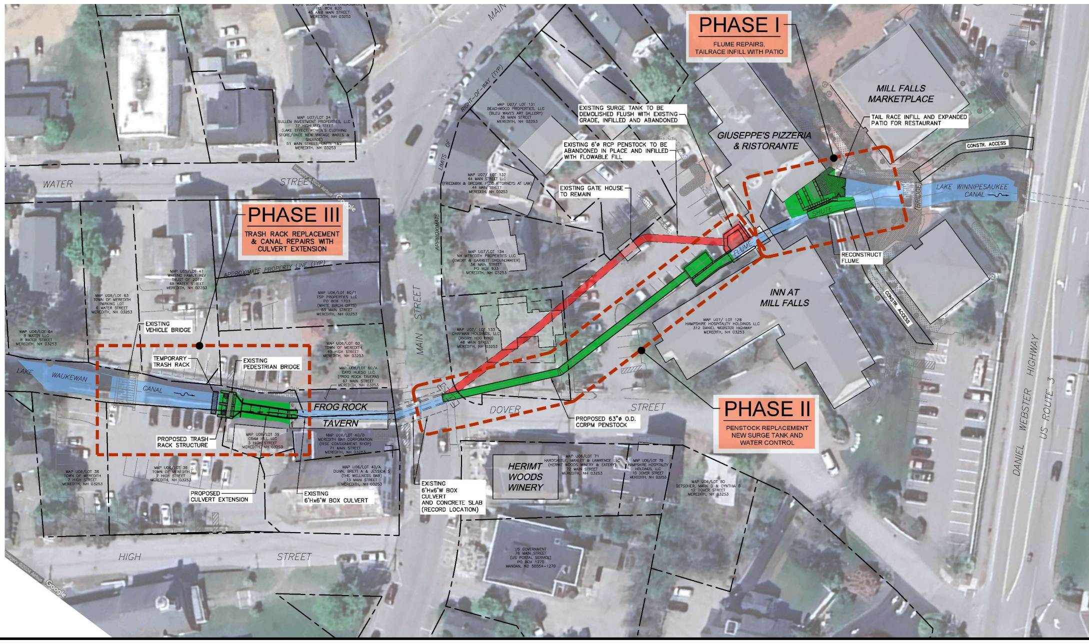
7

AND FINALLY, INTO A WATERFALL

TURNER GROUP

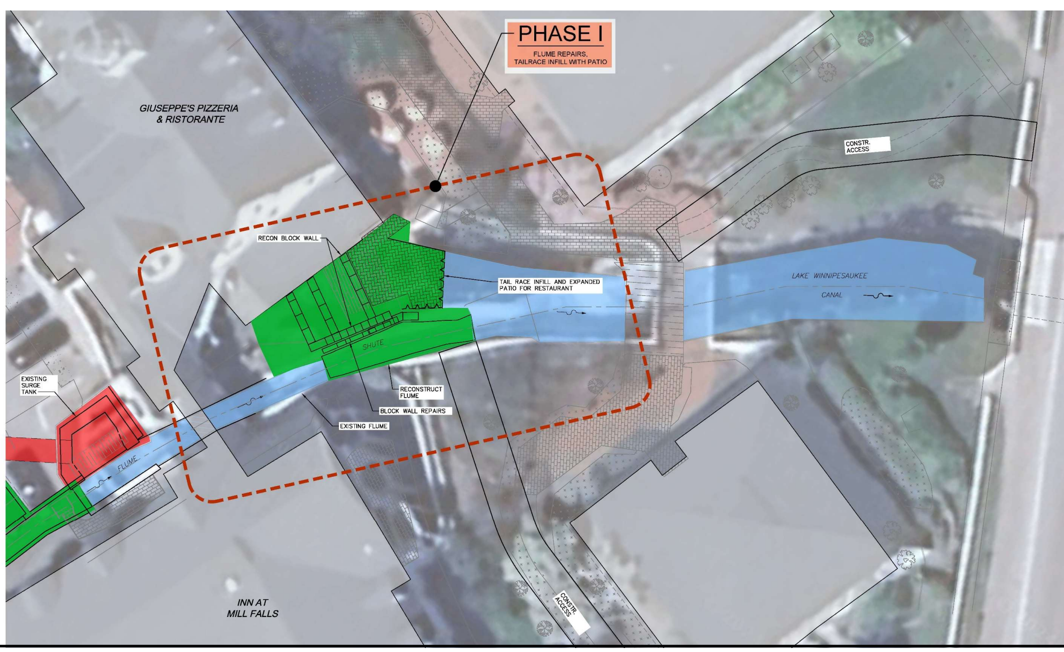
8

A THREE PHASED PLAN



9

PHASE ONE – THE WATERFALL AREA



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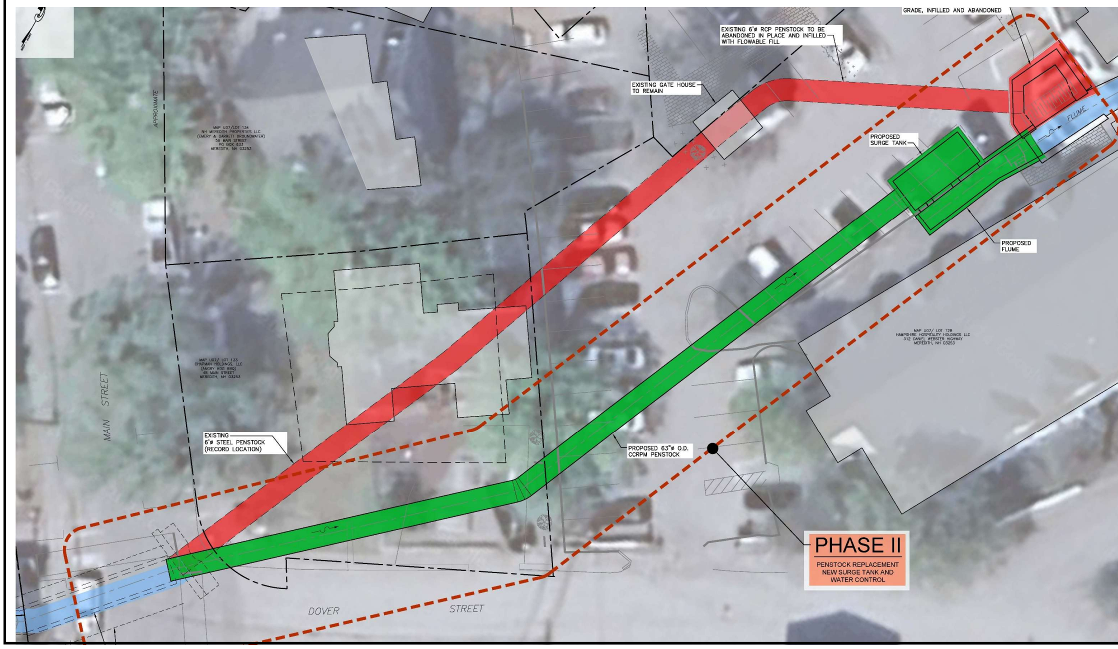
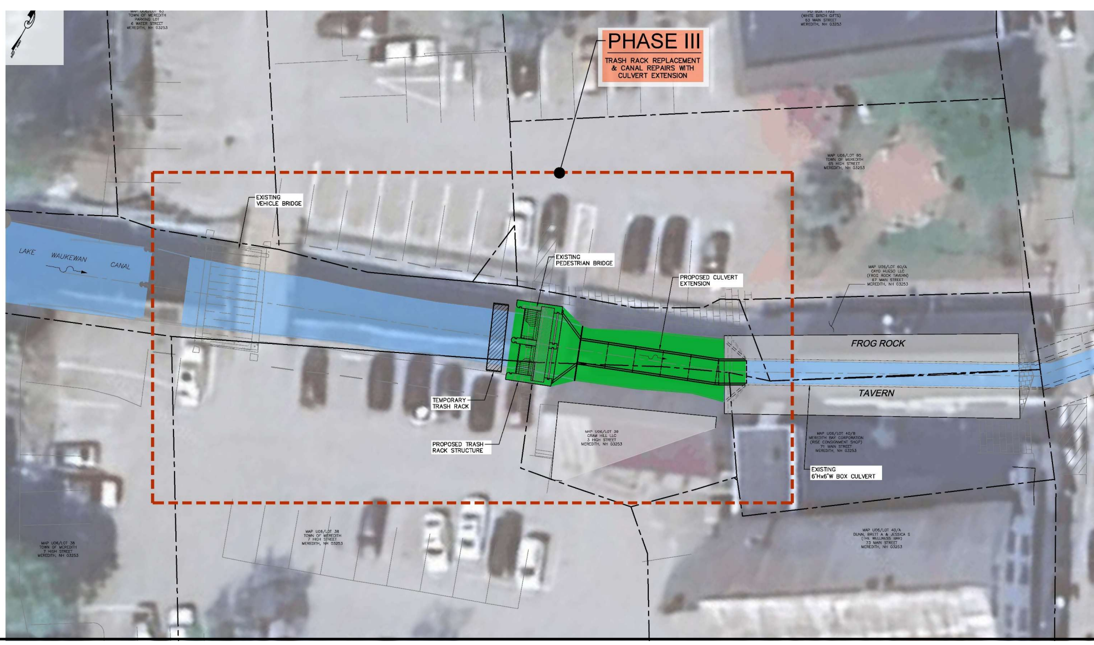
PHASE TWO – THE TOP OF FALLS TO MAIN ST



TURNER GROUP

11

PHASE THREE – THE CANAL ADJACENT TO FROG ROCK TAVERN



TURNER GROUP

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Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

From: **Chief Ken Jones**

Subject: **Stewarts Ambulance Contract**

Suggested Motion:

N/A – Workshop Only

Background/Discussion:

The Four Town EMS Committee has been meeting and working with Stewarts to renew the current EMS Contract over the past few months. It was agreed upon to stay with a 5-year term contract, especially due to the continued uncertainty of private EMS Companies sustaining finical stability to stay in operation. At this point, Justin does not foresee this in the immediate future with Stewarts but with the governing world and insurance companies who knows what is to come down the road.

After discussion and a few changes, a draft was completed and sent to the individual 4 Town Attorneys. Our Attorney Tim Sullivan reviewed and advised us to adopt suggested corrections which were presented to the committee, and to date, to my knowledge have been accepted.

The current contract expired on June 30th, two 30-day extensions were granted. The proposed contract would secure EMS Services until June 30, 2031.

Fiscal Impact:
As with the previous contract, the cost of the contract is based on each town's call volume percentage of total. Meredith's percentage is approximately 63% with an estimated base annual cost to Meredith of $406,805. The base contract is subject to an annual cost of

living increase for subsequent years of the contract. There is a non-appropriation clause built in.

Concurrences:
By not approving the Town would forfeit their part of the contract and be searching for EMS Services immediately.

Alternatives:
Seek EMS Services elsewhere, or initiate a Town of Meredith Fire/EMS Service

Attachments/Exhibits:
Proposed Contract

AGREEMENT FOR AMBULANCE SERVICES
Intermunicipal Agreement pursuant to RSA 53-A
Towns of Center Harbor • Meredith • Moultonborough • Sandwich, New Hampshire

Agreement Date:	___ day of __________, 2026	**Term:**	July 1, 2026 – June 30, 2031
Service Provider:	Stewart's Ambulance Service, Inc., Meredith, NH (“Stewart’s”)	**Authority:**	RSA 53-A Intermunicipal Agreement
Municipal Parties:	Towns of Center Harbor, Meredith, Moultonborough, and Sandwich, New Hampshire (collectively, “the Towns” or “the Four Towns”)		

For and in consideration of the mutual covenants and considerations hereinafter stated, the parties hereto agree as follows:

ARTICLE I — TERM AND SCOPE OF SERVICES

Section 1 Term

This Agreement shall be in effect from July 1, 2026, through June 30, 2031, unless extended or terminated as set forth herein.

Section 2 Scope of Work

Stewarts shall provide the Towns with ambulance service on a continuous 24-hour basis for each day of the Agreement.

Section 3 Extension of Term

This Agreement may be extended by the parties for one or more periods of extension five (5) years in length. The renewal term shall commence on July 1, 2031 and end on June 30, 2036 and for subsequent five (5) year terms thereafter, following the last day of June, unless written notice of re-negotiation or termination hereof is given by either party one hundred and eighty (180) days prior to the last day of said five (5) year term hereunder.

ARTICLE II — EQUIPMENT AND PERSONNEL

Section 4 Equipment

4a. Ambulance Deployment

Stewarts shall provide at least two (2) New Hampshire Department of Safety, Division of Fire Standards and Training and Emergency Medical Services licensed basic life support ambulances each equipped as an Advanced Life Support ("ALS") unit, well maintained and garaged in heated accommodations in the Towns of Meredith and Moultonborough.

- One ambulance shall be located at its headquarters in Meredith, NH.
- The second ambulance shall be located at the Moultonborough Public Safety Building.
- In the event Moultonborough is no longer a party to this Agreement, the second ambulance shall be relocated to a mutually agreeable location.

4b. Ambulance Standards

Ambulances must, always, be licensed by the State of New Hampshire, meet motor vehicle registration and inspection requirements, and be maintained and stocked in a sound manner in accordance with "best practices" of the industry and all applicable rules and regulations governing the provision of services being provided under this Agreement. Such ambulances shall be equipped with mobile communication equipment, according to the State of New Hampshire EMS Communication Plan, and shall be capable of communications with the Towns' Fire Departments on the assigned Lakes Region Mutual Fire Aid frequencies and/or their other local tactical or operational frequency, so as to provide communications with Fire Departments, state and local police departments, and hospitals.

4c. Medical Equipment

All necessary medical equipment shall be kept current and assessed regularly to ensure readiness.

Section 5 Personnel

5a. Standard Staffing

The ambulances provided pursuant to this Agreement shall be staffed on a regular basis, with two (2) Nationally Registered Emergency Medical Technicians (NREMT) per ambulance.

- One ambulance shall be staffed with one person possessing a Paramedic Level certification.
- The other shall be staffed with one person possessing an Advanced Emergency Medical Technician Level certification, provided they are also able to provide Advanced Life Support Service.
- A second person with Paramedic level certification shall be available, defined as present on the shift or on call within an acceptable and normal response range of 20 minutes, to staff additional ambulances as needed.
- As an auxiliary service to this staffing pattern, Stewart's shall provide Paramedic intercept coverage whenever the ambulance(s) is staffed in accordance with this paragraph.

5b. Enhanced Holiday & Peak Season Staffing

Notwithstanding the foregoing, Stewart's shall staff each ambulance such that at least one (1) of its two (2) staff members on each ambulance shall be a Paramedic during the following time periods:

Period	Staffing Requirement
Summer Weekends (July & August)	5:00 p.m. Friday through 8:00 a.m. Monday. Triggered in full whenever one of the days in this period occurs in June or September.
Fourth of July (Extended)	When the 4th of July is celebrated legally on a Friday or Monday commences at 5:00 p.m. on the preceding Thursday, it ends at 8:00 a.m. on the following Tuesday.
Memorial Day Weekend	5:00 p.m. Friday through 8:00 a.m. Tuesday following the holiday.
Labor Day Weekend	5:00 p.m. Friday through 8:00 a.m. Tuesday following the holiday.
Columbus Day Weekend	5:00 p.m. Friday through 8:00 a.m. Tuesday following the holiday.

5c. Training & Continuing Education

Stewart's EMTs shall be periodically trained in new and innovative technologies and treatment methods to maintain competence in the EMS field in accordance with industry's best practices and regulations.

ARTICLE III — FINANCIAL TERMS

Section 6 Compensation

6a. Base Year Compensation

The compensation to be paid to Stewart's for the period July 1, 2026, through June 30, 2027, shall be sixty-three thousand three hundred thirty-seven dollar and thirty-three cents ($63,337.33) per month for an annualized cost of seven hundred sixty thousand forty-eight dollars ($760,048.00) for the base year of July 1, 2026, through June 30, 2027 (the "Total Contract Price").

6b. Annual Cost of Living Adjustment (COLA)

The total contract price thereafter shall be determined by adding or reducing the base year total contract price for the subsequent period(s) of July 1 to June 30 to reflect an increase in the annual Cost of Living Adjustment ("COLA").

- The COLA to be used shall be that recognized by the NH Employment Security as reflecting the State of New Hampshire Consumer Price Index (CPI), not to exceed 4%, for the period of October 1 to September 30 of the period preceding the July 1 period for which the price is being adjusted.

- At the time of notifying the Towns of the CPI escalator being applied to set a new total contract price, together with the annual apportionment as established herein, Stewart's may request the parties negotiate, in good faith, suitable offsets in the Agreement to allow it to remain a viable concern if the CPI for said period shall have exceeded 5%.

Section 7 Apportionment of Compensation

The total contract price is divided into a fixed cost component which is equally allocated among the individual towns and a variable cost component which is based on the actual usage of services by each town ("run volume") as a percentage of the total run volume. The initial division is set forth on Exhibit A attached hereto.

This annual run volume shall be recalculated for each year of the Agreement, based on the run volume during the 12-month period between October 1 and September 30 of the preceding year.

- No Town shall pay less than 10% of the total contract price at any time.
- In the event an adjustment is required so that a Town pays at least 10% of the contract price, the balance of the price shall be allocated proportionately to the other Towns.
- The Towns reserve the right to amend the allocation among themselves of fixed and variable costs, provided such revised allocation shall take effect upon no less than one hundred and eighty (180) days' notice and July 1 of any given year.

Section 8 Invoicing and Payment

Stewarts shall submit invoices to each individual town by the first (1st) day of each month for payment of the town's individual fixed and variable cost share.

Payment Term	Requirement
Payment Due	Within fourteen (14) business days from receipt of invoice.
Suspension of Service	If payment is not made within 30 business days of its due date, Stewart's may suspend services for that individual town until payment is made.
Disputed Amounts	Right to suspend shall not apply if the amount is reasonably disputed, provided the billed party promptly notifies Stewart's of the amount in dispute, the reasons therefore, and pays the undisputed amount.

Section 9 Subject to Appropriation

The continued participation of each Town in this Agreement is subject to each individual Town annually raising and appropriating the monies that Town is required to pay under this Agreement.

- In the event any Town fails to raise and appropriate the necessary funds, they may terminate their participation upon ninety (90) days' notice.

- In such an event, the remaining Towns shall promptly enter negotiations with Stewart's to adjust the contract scope and price as may be appropriate for the changed circumstances. During the negotiation period Stewart's shall continue to provide service to the remaining Towns.
- Failure of the remaining Towns and Stewart's to reach agreement on changed terms within ninety (90) days after beginning negotiations, unless such time is extended by mutual agreement of the parties, shall constitute cause for termination of all the parties.
- Termination of this Agreement under this provision may only be made by a Town if the legislative body was presented, in good faith, with a request for the needed appropriation.
- Stewarts agrees to timely provide the Towns with the anticipated annual cost of the contract by November 30 of each year, so that the Towns may appropriately budget the contract cost. Stewarts also agrees that upon written request, it will send a representative of the company to any publicly noticed meeting, to address any questions regarding the contract costs.

Section 10 Contingency Fund

The Four Towns shall individually maintain a Contingency Fund in the total amount of two hundred and fifty thousand dollars ($250,000.00), said amount to be appropriated per Town by the pro rata breakdown of costs to each Town. The Contingency Fund shall be available for use by the Four Towns in the event of unforeseen increase in costs, which shall include:

- Mid-contract closure and cease of operations by Stewarts Ambulance Service
- An increase in EMS incident volume of 25% or greater above the established baseline average shall be deemed an extraordinary service demand event requiring review of financial, staffing, and operational provisions of this agreement.
- Unexpected, fuel, staffing or supply cost surges that occurred after the contract was signed and were outside of either party's control.
- Mass casualty or disaster event requiring extraordinary ambulance resources not covered under the base contract.
- Regulatory or legislative changes during the contract year imposing new requirements on the ambulance service provider that increase their costs and trigger a measurable and demonstrated material reduction in reimbursement for such services (including, without limitation, Medicare, Medicaid, or private insurance reimbursements) that materially threatens Stewart's ability to continue providing 911 EMS services to the Four Towns.

If needed, the funds shall be expended by the respective Towns as contemplated by the Intermunicipal Agreement For the Provision of Ambulance Service, dated 2006. In the event any funds from the contingency fund are used, the Towns shall replenish their individual funds to the total amount of $250,000.00, through the next year's warrant article, subject to the vote of the legislative body. Should any legislative body defeat the article, that would not be a breach of this agreement.

ARTICLE IV — INSURANCE, INDEMNIFICATION AND LIABILITY

Section 11 Insurance, Indemnification & Litigation

11a. Required Insurance Coverage

Stewarts shall carry business and vehicle insurance that is customary and appropriate for its industry, providing for the following minimum types and levels of coverage:

Worker Compensation	$1 Million/Statutory
Automobile and Equipment	Combined Single Auto Liability Limit for Bodily Injury and Property Damage = $1million per occurrence; With the $5 million umbrella limit sitting over the total limit = $6 million.
Property Damage	$1 million/$2 million
General Liability	$1M/$3M – with unimpaired umbrella limits above, it would provide $6M/$7M
Professional Liability	$1million per medical incident and $3 million in the Aggregate. Combined with the $5 million Umbrella, the per incident limit would be $6 million and $9 million in the aggregate.

Stewarts shall, on the effective date of this Agreement and then on every July 1 thereafter, furnish the Towns with proof of insurance that:

- States that the issuing company(ies) shall mail the Towns a ninety (30) day notice of cancellation, with 10-days' notice for non-payment, alteration, or material change in Stewart's coverage.
- Names the Towns as certificate holders; and
- Provides that the Towns and their officers, employees, and agents are named as additionally insured on the General Liability policy.

11b. Town Employee Coverage Letter

Stewart's shall, on the same schedule as above, provide a letter on the letterhead of its insurer verifying that Stewart's insurance policy(ies) provide workers compensation and general liability coverage for Town employees directed to drive the ambulance from a scene to a treatment center when assigned to do so by the Fire Chief at the request of Stewart's.

11c. Indemnification

Stewart's shall indemnify, defend and save harmless the Towns, and its officers, agents and employees from and against any suit, action or claim of loss or expenses because of bodily injury, including death at any time therefrom, sustained by any person or persons or on account of damages to property, including loss thereof to the extent caused by Stewart's negligent acts, errors, or omissions, in the performance of services under this Agreement.

The Towns agree that Stewart's shall not be responsible for any suit, action or claim of loss or expenses because of bodily injury, or damages, caused by the Towns, its officers, agents and employees due to the negligence or omission of the Town. This covenant shall survive the termination of this Agreement.

ARTICLE V — GOVERNANCE, OVERSIGHT AND CONTINUITY

Section 12 Meetings

During the duration of this Agreement, Stewart's shall meet with:

- The Fire Chiefs of the Towns on a quarterly basis.
- The IMA Joint Board of the Towns during September and April; and
- Either of the two groups at such other times as shall be mutually agreeable.

Section 13 Reporting Requirements

13a. Run Volume Statistics

Stewarts shall maintain accurate statistics reflecting the individual Town call volume monthly throughout the term of the agreement. The total volume of mutual aid calls shall be divided amongst the Towns in an amount equal to the individual town's proportionate share of the run volume.

Stewarts shall provide a report to the Towns for the following periods on the following dates:

Reporting Period	Covers	Report Due
Quarter 1	July 1 – September 30	Last day of October
Quarter 2	October 1 – December 30	Last day of January
Quarter 3	January 1 – March 31	Last day of April
Quarter 4	April 1 – June 30	Last day of July

Said report shall also show the prior three quarters such that a one-year profile of activity is available. Stewarts shall provide a copy of such reporting in an electronic format if requested by the Towns.

13b. Public Information

Stewarts shall make available in printed format and on its internet site information written in “plain speak” a Patient Billing Transparency Notice. This Notice shall explain:

- What Stewarts Ambulance Service is
- How Stewarts are regulated
- What Stewarts charges you for when they transport you
- What you will owe when transported
- How your insurance pays Stewarts
- What Stewarts may adjust or write off if applicable
- Your rights as a patient
- How to contact Stewarts if you have a billing or insurance question

Section 14 Continuity of Services and Oversight

14 — Continuity of Coverage

Should Stewart's determine it can no longer efficiently and effectively provide 911 Emergency Medical Services ("EMS") to the Four Towns, it shall work in good faith with the municipalities to ensure a seamless transition of services. This obligation includes cooperative transition planning and as needed, the transfer or sale of vehicles, equipment, and supplies required to maintain uninterrupted emergency response coverage.

The Four Towns shall have the right of first refusal to purchase any such assets, subject to applicable legal or contractual restrictions. Stewarts shall provide the Four Towns with an inventory of all contract-related assets. Either party may request a third-party appraisal to establish fair asset values; the cost of any such appraisal shall be shared equally or capped by mutual written agreement.

All proprietary or sensitive information exchanged during this process shall be subject to a non-disclosure agreement and accessible only to authorized Town Administrators, Select Board members, Town Counsel, and officials solely responsible for contract oversight. The Towns will notify Stewarts promptly if any request for information is made pursuant to RSA 91-A. To the extend required, Stewarts will notify the Towns if the specific information which is subject to a non-disclosure agreement, and will intervene to defend the Towns against any action challenging non-disclosure.

14a. Quarterly Oversight Meetings

The fire chiefs of the Four Towns shall convene quarterly meetings with Stewart’s Ambulance Service. During these meetings, Stewart’s shall provide updates on service performance, staffing, response metrics, and financial indicators relevant to contract performance. If concerns arise, the fire chiefs shall notify their select boards and recommend convening the Joint Intermunicipal Ambulance Service Board.

Section 15 Termination

15a. Mutual Agreement

This Agreement may be terminated by mutual written agreement of all parties, under terms jointly negotiated and agreed upon.

15b. Breach of Contract

Either party may terminate this Agreement in the event of a material breach by the other. The terminating party must provide ten (10) calendar days' written notice of the alleged breach and its intent to terminate. The breaching party shall have an additional ten (10) calendar days to cure the breach.

If a party breaches the Agreement and cures such breaches on three (3) separate occasions, causing ongoing operational disruption or reputational harm to the other, the non-breaching party may issue a final thirty (30) calendar day notice of termination, without further opportunity to cure.

> **Definition of Material Breach**
> For purposes of this section, a "material breach" shall mean a failure to meet or comply with a significant provision of this Agreement, or demonstrable acts of malfeasance or misfeasance by Stewart's Ambulance Service that negatively impact the quality, reliability, or public confidence in emergency medical services.

Section 16 Proactive Review and Mutual Termination

16a. Early Warning and Review Process

The purpose of this section is to identify and address potential challenges before they escalate into a breach or service disruption. Should recurring or emerging trends — whether operational, financial, or organizational — suggest that the Agreement may no longer be sustainable or effective, either party may request that the Joint Intermunicipal Ambulance Service Board ("JIASB") convene a formal review. Stewarts shall provide reasonable access to relevant operational and financial data to support that review and facilitate proactive problem-solving.

16b. Structured Wind-Down Process

If the JIASB review concludes, or if both parties independently agree, that continuation of the Agreement is no longer in the mutual interest of the parties, either party may initiate a structured, voluntary wind-down by delivering written notice to the other. This process is entirely separate from, and shall not constitute, a declaration of breach under Section 15b.

The wind-down process shall proceed as follows:

Step 1 — Notice of Intent (Day 1) The initiating party delivers written notice expressing its intent to explore mutual termination. The notice shall identify the specific operational, financial, or organizational concerns prompting the request.

Step 2 — Good Faith Review Period (Days 1–30) The parties, through the JIASB or designated representatives, shall meet within ten (10) calendar days of notice and confer in good faith. The purpose of this period is to determine whether the concerns can be resolved through modification of the Agreement, adjusted service levels, or other remedial measures. Stewarts shall provide all requested data during this period.

Step 3 — Election to Proceed or Resolve (Day 30) At the conclusion of the review period, the parties shall jointly elect one of the following:

- *(a)* Execute a written amendment addressing the identified concerns and continue the Agreement; or
- *(b)* Execute a Mutual Termination Agreement establishing a transition timeline, asset disposition plan, and service continuity obligations consistent with Section 15.

Step 4 — Transition Period (Days 31–120) If mutual termination is elected, the parties shall implement the transition plan developed under Section 15. During this period, Stewart's shall continue to provide uninterrupted 911 EMS services to the Four Towns and shall cooperate fully with any successor provider or municipal takeover of services. Neither party shall take action that undermines service continuity or disadvantages the other during this period.

16c. No Fault; No Prejudice

A mutual termination executed under this Section shall not be construed as a breach of contract, shall not trigger any breach-related remedies or penalties, and shall not prejudice either party in any subsequent legal, regulatory, or procurement proceeding. Any Mutual Termination Agreement shall include a mutual release of claims arising from the wind-down process itself.

16d. Relationship to Breach Clause

Nothing in this Section limits either party's independent right to terminate for material breach under Section 15b. However, the parties agree that good-faith use of the Early Warning and Review Process under Section 15.1 shall be considered as evidence of cooperative intent and may be considered by any mediator, arbitrator, or court in evaluating the conduct of the parties.

ARTICLE VI — GENERAL PROVISIONS

Section 17 Applicable Laws, Rules, and Regulations

The parties hereto agree that they shall comply with all pertinent federal, state, and local laws applicable to this Agreement and its performance and responsibilities under this agreement.

Section 18 Parties Bound / Ownership & Assignment

This agreement shall be binding upon the successors, heirs, and assigns of the parties. The Towns are entering into this Agreement in reliance upon the good reputation and proven ability of Stewart's senior management and upon the stability provided by Stewart's ESOP ownership structure. Should Stewart's wish to discontinue its ESOP ownership for any reason, the Company will request the consent of the Four Towns no less than 90 days prior to such consent being required. Such request and consent shall not be unreasonably withheld.

Section 19 Notices

All notices required or permitted under this Agreement shall be in writing and considered properly served if they are delivered by hand or certified mail with return receipt requested. Notices shall be considered received upon the day of hand delivery or, in the instance of mail delivery, upon three business days having expired after the date of mailing.

Party	Address
Stewart's Ambulance Service, Inc.	20 Foundry Avenue Meredith, NH 03253
Town of Center Harbor	Board of Selectmen PO Box 140 – 36 Main Street Center Harbor, NH 03226
Town of Meredith	Board of Selectmen 41 Main Street Meredith, NH 03253
Town of Moultonborough	Board of Selectmen PO Box 139 – 6 Holland Street Moultonborough, NH 03254
Town of Sandwich	Board of Selectmen PO Box 194 – 8 Maple Street Center Sandwich, NH 03227

Section 20 Amendment

This Agreement may be modified at any time in writing by the mutual consent of the parties executed in the same manner as this original Agreement.

Section 21 Entire Agreement

This Agreement shall constitute the entire contract among the parties and supersedes all existing Agreements among them, whether oral or written, with respect to the subject matter hereof.

Section 22 Governing Law

This Agreement is entered into under the laws of the State of New Hampshire and shall be construed and interpreted in accordance with the laws of said state.

SIGNATURES

WITNESS our hands this ___ day of _________, 2026.

Stewart's Ambulance Service, Inc. Signature Title / Date	**Town of Meredith, NH** Signature Title / Date
Town of Center Harbor, NH Signature Title / Date	**Town of Moultonborough, NH** Signature Title / Date
Town of Sandwich, NH Signature Title / Date	

EXHIBIT A — CONTRACT PRICE ALLOCATION

Base Period: July 1, 2026, to June 30, 2031

Town	Fixed Portion (1)	Variable Portion (2)	Adjustment (3)	Total Contract	Base # of Calls	% of Calls
TOTALS	**$190,012.00**	**$570,036.00**	—	**$760,048.00**	—	—
Center Harbor	$47,503.00	$33,664.00	—	$81,167.00	150	5.9055%
Meredith	**$47,503.00**	**$359,302.00**	—	**$406,805.00**	**1,601**	**63.0314%**
Moultonborough	$47,503.00	$135,552.00	—	$183,055.00	604	23.7795%
Sandwich	**$47,503.00**	**$41,518.00**	—	**$89,201.00**	**185**	**7.2834%**
TOTALS	**$190,012.00**	**$570,036.00**	—	**$760,048.00**	**2,540**	**100.0000%**

Exhibit Notes

Note	Explanation
(1)	The Fixed Portion and Total Contract are adjusted annually by the CPI formula as established in Section 6.
(2)	The Variable Portion is the Total minus the Fixed Portion. The Variable Portion for each Town is established by multiplying the total Variable Portion by the % of calls for that Town.
(3)	Any Town not paying 10% of the Total Contract is first adjusted upward to that amount. The remaining Towns are then adjusted downward by dividing that adjustment equally amongst them as a credit against what they otherwise would have been obligated to pay.

DRAFT — October 21, 2025, Revision • This document is a working draft. All bracketed items, editor notes, and struck-through sections require resolution before execution. The parties should consult legal counsel before signing.

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10 2026

From: Jason Bordeau/ Phil Sausville, Water& Sewer

Subject: Regional Wastewater Authority Study

Suggested Motion:

Selectboard Member moves, *"I move that the Meredith support the transition of the Winnipesaukee River Basin Program from the NH Department of Environmental Services to regional wastewater authority owned and managed by the member communities and authorize the Town Manager to support the transition with any of the Meredith's State representatives and Senators, and when it is under consideration by the Study Commission, the Legislature and the Governor."*.

Selectboard Chair calls for a second, discussion and vote.

Recommendation:
Support with accepting recommendation to support a study on developing a regional wastewater authority.

Background/Discussion:
The (WRBP) Winnipesaukee River Basin Program was established in the early 1970's to provide a regional wastewater collection and treatment system serving ten communities in the Lakes region. The collection system begins in Moultonborough and continues through nine additional communities before it reaches the Wastewater treatment plant in Franklin where it is treated and the effluent is discharged into the Merrimack River. Since its inception the program has been operated by NHDES. As we look towards the future of the WRBP the participating communities are beginning to evaluate the creation of a regional wastewater authority that would assume ownership and operation of the

system. The goal is to ensure long-term operational excellence, financial sustainability and continued protection of the WRBP.

Fiscal Impact:
NHDES does not contribute to the annual operating costs for the WRBP, therefore they don't have the communities and rate payers in mind when creating the budgets. We are in hopes that developing a regional authority the communities will be able to be more involved with setting the budgets, overseeing capital projects and savings to the rate payers.

Concurrences:

Alternatives: The alternative would be to continue down the same road of increasing fees, wasteful spending and projects that are not completed**.**

Attachments/Exhibits:

Manager talking points .docx

Commissioner reply letter of concern de

Signed letter concern commission

NonSupport leter SCADA jul26.pdf

Manager admin mtg jul 26 .docx

Talking Points:

Bottom-line up front: Plans for the system do not reflect the ratepayers ability to fund those plans.

Reasons:

NHDES leadership has not corrected issues identified in a letter to them dated June 2015.

- Despite frequent requests by the Advisory Board, the WRBP cannot articulate a plan to put the program on a financial sustainable footprint.
- The WRBP has not implemented a coherent and cost-effective asset management strategy, they cannot deliver a comprehensive capital improvements program.
- when they try to execute projects, they can't achieve successful outcomes resulting in wasteful spending.
- The communities have seen double digit annual increases in WRBP billings since FY22. More of the same is expected in the coming years. The current level of planning and execution by WRBP management Plans for the system does not reflect the ratepayers ability to finance the Program.

Advisory Board's 2025 project audit determined that the WRBP program wasted ratepayer dollars:

- Solids handling project determined to be unconstructible – spent $665K
  - Was determined to be unconstructible in 2023. The State has not resolved the issue with the Consultant as of this date.
- Asset management initiative started in 2016 and is not finished. Amount spent to date $1.19 million and rising to complete the setup of the system.

Nov 2025 – Member Communities Letter of concern

Since January 2026 – Member Community meeting with NH DES commissioner

- Management team has not improved or changed
- DES has not provided an interim management correction plan

Examples:

A total of 5 Task orders are proposed to complete the asset management plan.

- 4 inspection task order reviewed in March had major issues.
- 3 were awarded without an opportunity for Advisory Board to ensure all corrections were made and did not include other types of work. The NHDES Commissioner at

Laconia City Manager Starts

Introductions:

Objective: Transition the WRBP to a regional wastewater authority

Why Transition:
- NHDES has no connection to rate payers
- State's & NHDES' management team/systems no longer capable of managing the Program.

Purpose of Today's meeting

- Ensure we have member Communities/Commissions support for the transition from NH DES to regional wastewater & if not how can we obtain that support
- Member communities work with their representatives to cosponsor the legislation
- Develop a game plan to obtain Legislative & Governor's approval

Wes Takes over

Recent events that led to the letter of concern:

NHDES leadership has not corrected issues identified in a letter to them dated June 2015.

Advisory Board's 2025 audit based on a request for information from Advisory board determined that the Program wasted ratepayer dollars:

- Solids handling project determined to be unconstructible – spent $665K
    - Was determined to be unconstructible in 2023. The State has not resolved the issue with the Consultant as of this date.
- Asset management system implementation started in 2016 which is not finished. spent Amount spent to date $1.19 million and rising to complete the setup of the system.
- Resulted in November's Letter of Concern & January 2026 Member Community meeting with NH DES commissioner.

Since then

- Management team has not improved
- DES has not provided an interim management correction plan
- DES supported the effort to have Legislature approve the formation of the study Commission

Examples:

- 6 Task orders required necessary to finish Asset management.
- 4 of the inspection task orders for asset management reviewed in March had major issues
- 3 task orders in the amount of $563K were awarded without an opportunity for Advisory Board to review corrections and to ensure other unnecessary work was included in the task orders.
- The 3 task orders were awarded without review even though the NHDES Commissioner at the January meeting committed to having the Advisory Board review all task orders before awarding.
- Two remaining task orders to complete asset management have not been finalized probably another $400 to 500K, based on the first 2 task orders

- A backup generator replacement project with an ARPA grant cannot meet the grant deadline – Using ARPA money for Asset management because WRBP missed the funding deadline to complete the generator project.

- July 2026 - Non-Support letter for a $2.5 million SCADA upgrade project;
  - NHDES should have been completed 5 years ago
  - CIP programmed for $1.2 million. Proposed contract was up to $2.5 million; Program Administrator stated that CDM estimated such an upgrade to cost $2.2M back in 2014.
  -

July 2026 Meeting with Commissioner Scott

- Wants to transition the program to a regional authority
- They are regulators not operators.
- Recognized that the State personnel system limiting ability to hire and retain employees with the necessary skills due to their pay scale

Program's plans do not reflect the ratepayers ability to fund those plans.

- Despite frequent requests by the Advisory Board, the WRBP cannot articulate a plan to put the program on a financial sustainable footprint.
- The WRBP has not implemented a coherent and cost-effective asset management strategy, they cannot deliver a comprehensive capital improvements program.
- when they try to execute projects, they can't achieve successful outcomes resulting in wasteful spending.
- The communities have seen double digit annual increases in WRBP billings since FY22. More of the same is expected in the coming years. The current level of planning and execution by WRBP management Plans for the system does not reflect the ratepayers' ability to finance the Program.

City Manager Closes:

Asks:

- Work with your Councils and Selectboards/Commissioners to obtain their support for the transition. (Do you need have you gotten Board approval.)
- During Study Commission hearings/meetings: Support the transition of the program to a regional wastewater authority
  Contact your State Representatives and Senators to obtain their support and to cosponsor the bill necessary to transition to a regional authority.
- Support the transition at House and Senate Committee hearings/meetings to obtain legislative approval for the transition
- Support the effort to obtain the Governor's approval of the legislation

Wes answers questions and leads discussion if any;

Study Commission Plan & Timeline:

- NHDES and WRBP work with the Study Commission to obtain the Study Commission recommendation to transition to a regional wastewater authority and provide the Legislature with a 1-page recommendation.
- Conceptual timeline
  - Mid to late August - NHDES and the Advisory Board Initial presentation presentation(s) to the Study Commission
  - September - Place Holder LSR is submitted in September. Mike Bordes, a District 5 Representative (Laconia) has agreed to sponsor the LSR)
    - Proposed placeholder legislation for LSR: Relative to transitioning the Winnipesaukee River Basin Program to a regional municipally operated wastewater authority
  - October – Study Commission finalizes a one-page recommendation supporting the transition.
  - October – November- Members communities submit the draft legislation
  - Feb 2027 - Submit final version of legislation as an amendment
  - June 2027 – Legislation approved

- July 2027 – Governor signs the legislation into law
- September 2027 – transition begins.

WINNIPESAUKEE RIVER BASIN PROGRAM ADVISORY BOARD

November 14, 2025

Robert Scott, Commissioner
Department of Environmental Services
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095

Dear Commissioner Scott:

The member communities of the Winnipesaukee River Basin Program (WRBP) appreciate your Department's efforts over the decades to operate the system for the member communities. We especially appreciate recent efforts by your staff in working with us to update the Replacement Fund statute to reset funding levels that are more aligned with the needs of the WRBP.

That said, the member communities are concerned about the ability of the DES/WRBP management team to execute a capital improvements program that is financially sustainable for the member communities. Our primary concerns are a) how funds are being expended on projects, b) the lack of expertise on the WRBP management team to properly manage and execute projects, c) the inability of the WRBP management team to clearly articulate a long-term, cost-effective capital improvements program, d) the inability of the management team to develop cost-effective strategies for asset renewal, and e) the inability of the management team to provide long-term rate impacts to the ratepayers.

The following are the most recent projects that led to our conclusion:

Asset Management Plan:

- In 2016, sufficient resources were made available to DES/WRBP to deliver a viable asset management plan by 2018 under a CWSRF grant. The project was not delivered, and grant funding was withdrawn.
- After nearly 9 years and $550k in community investment, the asset management program remains in the implementation phase. The expertise and software acquired for this initiative has not yet been fully leveraged to the benefit of the program and ratepayers. Organizational engagement and commitment to implement and execute a viable asset management plan appears to be a challenge. Full implementation is currently scheduled for 2027 with additional expenditures proposed under the "master plans" projects to be undertaken by the WRBP.
- Based on information provided by DES staff, the cost of delivering a viable plan will now exceed any grant amount that is being offered for this assignment and will cost community ratepayers more what was envisioned at the outset of the project.

Solids Handling Project:

- In 2021, the preliminary design phase of the solids handling project commenced. In 2023, the final design phase commenced. In summary, the final design phase included the completion of all evaluations, designs and preparation of contract documents (plans, specifications, etc.), as well as bid assistance to publicly advertise the project for bid, evaluate bidder proposals and award a construction contract.

- As per DES/WRBP, near the completion of the 60% design phase in the winter of 2023, the engineer advised that the project, as designed, was not constructable. In response, DES paused further engineering work to avoid unnecessary expenditures.
- To date, over $665k has been spent on a project that is "un-constructable"
- In October 2025 the member communities were informed by the WRBP management team that the cause of the problem was failure of the engineer to recognize safety problems with the location of the new boilers. As of this date, the DES/WRBP management team has not resolved the "un-constructable" issue with the engineer or developed a comprehensive plan on how best to move forward with the project. After 4 years and hundreds of thousands of dollars spent, the solids handling project is on hold and member communities do not have clarity on how funds spent on an "un-constructable" project will be returned to the ratepayers.

Belmont Force Main:

- In 2022, DES/WRBP retained a consultant to "...evaluate alternative options to line or replace..." the Belmont force main concluding that"...a single project scope is now necessary." This assessment was based on "..three pipe breaks.." that occurred in "...2021 and 2022." The scope of services did not include an alternatives analysis or investigations to determine if there were more cost-effective renewal options than full replacement.
- In 2024, the Town of Belmont retained a consultant to evaluate WRBP's request to replace the entire Belmont force main. The consultant "...did not see the justification for replacement of the entire forcemain..." and that "...further investigations are necessary to justify 100 percent replacement."
- In 2025, the Town of Belmont retained a firm to perform a condition assessment of the force main. The consultant concluded that "...the existing force main, outside the 1500 LF section recommended for rehabilitation...appears to be in generally good condition..." and that "...the remaining useful service life of the force main in these areas to be at least 15-20 years without significant failure."

In letters submitted to DES leadership on June 4, 2014 and June 15, 2015 (see attachments), the communities jointly expressed concerns in the following key areas:

- We are not well positioned to deal with the challenges of an aging infrastructure as we move forward.
- We can see that the communities are on an unsustainable trajectory to finance necessary investments.
- We are at a time in our history that requires us to change how we do business.
- It is our opinion that we do not have sufficient resources and expertise in place.
- We remain concerned about the cost and timeliness of project delivery.

It is the opinion of the communities today that the issues cited in 2014/2015 remain. The goal of any utility is to deliver the desired level of service in the most cost-efficient manner possible. The member communities believe the DES/WRBP management team has not met this mark, and we lack the confidence they can do so. Further, we believe the DES/WRBP management team does not understand and is not aligned with the ratepayer's ability to finance the WRBP. Therefore, the member communities hereby request that the Department take immediate steps to:

- Conduct a thorough review of current management practices and structure.
- Implement corrective actions to address deficiencies.
- Consider changes in the management team to ensure the utility operates cost-effectively and transparently.
- Commit to putting the WRBP on a financially sustainable path by executing excellence in the areas of project management, capital improvement programming and asset management.
- Provide a more robust and transparent process to inform member communities on long-term costs so that member communities can determine the impact to their sewer rates.
- Connect the WRBP decision-making process to the ratepayers.

We remain committed to working collaboratively with DES/WRBP to ensure safe and effective wastewater management. However, without prompt action, the ongoing management deficiencies pose unacceptable financial risks to the member communities.

Thank you for listening to our concerns. We look forward to working with you on meeting the expectations of all WRBP ratepayers.

Sincerely,

City of Laconia, NH

City of Franklin, NH

Town of Gilford, NH

Town of Meredith, NH

Tilton Sewer Commission

Alicia Jipson

Town of Belmont, NH

Northfield Sewer Commission

Dept of Administrative Services
Abstained

Bay District Sewer Commission

Town of Sanbornton, NH

cc: R. Pelletier, NHDES
T. Diers, NHDES

WINNIPESAUKEE RIVER BASIN PROGRAM ADVISORY BOARD

Brian Sullivan, Chairman
City of Franklin
43 West Bow Street
Franklin, New Hampshire 03235

July15, 2015

Eugene Forbes, Director
Water Division
Department of Environmental Services
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095

Dear Gene:

In our June 4, 2014 letter to then Assistant Commissioner, Ms. Vicky Quiram (enclosed for reference) we provided feedback on the NHDES implementation plan on the 11 areas of improvement (referred to as enhanced status quo in the MOM Study) as presented to us on May 22, 2014. In that letter we presented our expectations on the work to be completed as recommended in the Task 1 MOM Study Report. This letter is to provide you with an update on our observations of the status of those expectations as well as comment on the revised implementation plan as submitted to the Advisory Board in April. In addition, we wish to offer our recommendations on the priorities we see as most important to the WRBP ratepayers.

Regarding our expectations as presented in the June 4 letter, our assessment is as follows:

- *Execute in all the areas of improvement as articulated in the MOM Study.* Little progress, if any, has been made on the areas of improvement. The only tangible accomplishment we have seen since the Task 1 Report was issued in December 2013 is the second implementation plan.
- *Meet the goals of the MOM Study regarding return on investment.* We are concerned that this will not be achieved because of the rate with which work gets accomplished at the WRBP. Unfortunately the history is that we are unable to get projects completed in a timely manner and the current implementation plan indicates many of the areas of improvements will take years to accomplish.
- *Meet the goals of the MOM Study regarding schedule.* We are now over 18 months removed from the completion of the Task 1 MOM Study Report and over 12 months removed from the first plan presented by NHDES staff on May 22, 2014. We have not met any of the deadlines set in the Task 1 MOM Report.
- *Get complete organizational (top to bottom) buy-in for the "enhanced status quo".* As per the May 22, 2014 presentation, we were assured that this was addressed. We have seen no evidence that it has. We continually witness a lack of unity of purpose, teamwork and buy-in at the management level.
- *Demonstrate tangible improvements in project execution and timeliness.* This has not been met and remains a primary concern of the Advisory Board.
- *Provide timely feedback on "enhanced status quo" progress and operational, strategic and financial performance metrics.* While the monthly project status report is an improvement, it does not address these items.

- *Provide timely feedback on all long range strategic planning such as staff development, succession planning, staff cross training, capital improvement programming etc.* We have received no report on this item.
- *Provide access to all levels of WRBP management from Assistant Commissioner to Section Heads.* This was achieved on the Switchgear Replacement Project and it was very helpful to us in evaluating the need to make that investment. We expect this will continue going forward. We also request that we have direct access to the consultants who will be retained under the upcoming on-call engineering services contract to assist us in our evaluations on behalf of the ratepayers.
- *Complete economic evaluations on all major projects early in the project development process with rate impact analyses to each community.* This has not been necessary but we expect it will occur on future assignments.
- *Articulate a level of service to be delivered to the ratepayers who fund the program.* This has not been initiated.
- *Achieve organizational commitment (top to bottom) to serve the ratepayer.* We are unsure of the status of this expectation but again we have not witnessed it at the management level. If it isn't happening there, we can only assume it isn't happening elsewhere in the organization.
- *Develop a public education and outreach program to inform the ratepayer.* This has not been initiated.
- *Live by the mantra...No Surprises!* While the lines of communication have improved over time we remain frustrated by the lack of information provided to the Advisory Board.

Regarding the implementation plan as presented in April, we have the following comments. Please note that these are preliminary comments based on the plan submitted to date. Additional comments may be forthcoming as we go through the process of preparing task orders for specific items to be completed.

- An understanding of the condition of collection system assets remains the priority for the Advisory Board.
- We agree that an Asset Management Program is important. We are concerned regarding the timeline (3 years) required for its development.
- We expect that all the studies and evaluations done to date on the treatment plant and pump stations will be leveraged and that we will not be duplicating efforts on these assets.
- We are concerned about the cost of the Balanced Scorecard relative to its value to the ratepayer. We request more details be provided before any funds are expended on this effort. A statement regarding the value proposition (e.g. cost savings, improved efficiencies, etc.) should be articulated with details on what will be undertaken here.
- We would like to see a prioritization of work associated with the WWTP Optimization efforts.
- Please provide more frequent updates as to progress. We are unaware of any work accomplished to date other than the selection of on-call engineering firms.

The Advisory Board has recently met on two occasions with Town/City/Commission management in an effort to better inform decisions makers on WRBP status, to make a go/no go decision on proceeding with a community-owned/operated regional authority and to set priorities for the Advisory Board. Based on those discussions, the Advisory Board recommends moving forward with the following initiatives in the following order of priority:

1. Additional Study for a Community-Owned/Operated Authority: As noted in our July 7, 2015 letter we believe that this is an important initiative for the Advisory Board to pursue and is consistent with the Memorandum of Understanding which is a guiding document for the Advisory Board. Next steps: Develop a scope of work for a feasibility study.

2. Implementation Plan for Areas for Improvement: The MOM Study indicated there would be a return on investment beneficial to community ratepayers upon the successful completion of 11 (now 5) areas of improvement identified in the Task 1 Report. The Advisory Board issued a letter on June 4 articulating expectations regarding the Implementation Plan. As of this writing we are not aware of any significant advancement on any of the 11 areas of improvement and, as stated above, ratepayer expectations have not been met. Given the potential cost of the implementation plan and our track record on project execution, we are concerned about the cost of the plan going forward. Next Steps: The Advisory Board will use the review process for task orders to comment on the direction and cost of the implementation plan.

3. Asset Ownership: Ownership issues keep coming before the Advisory Board. NHDES staff has been tasked with meeting with the communities to identify the issues; this continues to be a work-in-progress. It would be optimal to resolve all issues as quickly as possible. It will be particularly important to do so in advance of a community-owned/operated authority (see Item 1 above) should that come to pass. This will take individual communities working with NHDES to identify and resolve all ownership issues on an equitable basis among all the communities. Next Steps: We request WRBP commit to a definitive timeline to complete this work.

4. Flow Metering Program and Cost Allocation Study: The Advisory Board has long considered shifting the cost allocation structure from the current hybrid proportional use/capacity allocation model to a flow-based model. The flow meters were installed primarily as billing meters for future use under a flow-based cost allocation structure. Therefore, we see the flow metering program and cost allocation effort as a single initiative. The meters are operational and we are collecting data but existing WWTP meters need to be calibrated to complete the data analysis. We request the WWTP meters be calibrated as soon as possible. CDM has completed some work on the cost allocation formula and a financial model has been developed. Next Steps: We recommend the flow metering program be made fully operation as if they were serving as billing meters. We also request work be re-started on a proposed flow-based cost allocation structure.

5. Capital Projects:

    a. UV Project: On-going. DES should address punch list items immediately and complete project closeout. No action necessary other than Advisory Board oversight.

    b. Switchgear Replacement: On-going. Expected to be completed Dec 2015. No action necessary other than Advisory Board oversight.

    c. Digester Heat Exchanger Improvements: On-going. Evaluation completed and DES implementing recommendations. No action necessary other than Advisory Board oversight.

    d. Future CIP Projects: Given the history on previous projects, we remain concerned about the cost and timeliness of project delivery. Given these concerns, available resources and expertise, and the workload associated with the initiates noted above (many of which are CIP related), we believe consideration should be given to suspending the CIP process for all capital projects not deemed to be mission critical (i.e. meet our NPDES Permit). To our knowledge there are no mission critical capital improvement projects on the current CIP.

Thank you again for your service to the WRBP communities. We look forward to working with you on meeting the expectations of all the WRBP ratepayers.

Sincerely,

City of Laconia, NH

Town of Belmont, NH

City of Franklin, NH

Northfield Sewer Commission

Town of Gilford, NH

Dept of Administrative Services

Town of Meredith, NH
Phillip Warren, Town Manager

Bay District Sewer Commission

Tilton Sewer Commission

Town of Sanbornton, NH

WINNIPESAUKEE RIVER BASIS PROGRAM ADVISORY BOARD

Brian Sullivan, Chairman
City of Franklin
43 West Bow Street
Franklin, New Hampshire 03235

June 4, 2014

Vicki Quiram, Assistant Commissioner
Department of Environmental Services
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095

Dear Ms. Quiram:

As requested, the Advisory Board has reviewed and discussed the NHDES implementation plan on the eleven areas of improvement (referred to as enhanced status quo in the MOM Study) presented to us on May 22nd. We feel this plan is important to the long-term sustainability of the program and greatly appreciate your commitment to making the plan happen. It was obvious to us that the entire WRBP management team is committed to bringing about positive change to a program that is not only vital to the communities served, but to the region as a whole.

While we recognize and celebrate the good work and results achieved in the WRBP to date, we also know that we are not well positioned to deal with the challenges of an aging infrastructure as we move forward. We can clearly see that investments are required. We can also see that the communities are on an unsustainable trajectory to finance those investments. Simply put, we are at a time in our history that requires we change how we do business. Because of that, we felt it important to respond to the implementation plan at two levels. First, we thought it helpful to express our expectations on behalf of the rate payers we represent so that you can more fully understand the community perspective. Please note that our expectations are derived from the findings articulated in the MOM Study and they represent actionable items we feel are important to bend the cost curve. Our expectations are:

- Execute in all the areas of improvement as articulated in the MOM Study.
- Meet the goals of the MOM Study regarding return on investment.
- Meet the goals of the MOM Study regarding schedule.
- Get complete organizational (top to bottom) buy-in for the “enhanced status quo”.
- Demonstrate tangible improvements in project execution and timeliness.
- Provide timely feedback on “enhanced status quo” progress and operational, strategic and financial performance metrics.
- Provide timely feedback on all long range strategic planning such as staff development, succession planning, staff cross training, capital improvement programming etc.
- Provide access to all levels of WRBP management from Assistant Commissioner to Section Heads.
- Complete economic evaluations on all major projects early in the project development process with rate impact analyses to each community.

- Articulate a level of service to be delivered to the rate payers who fund the program.
- Achieve organizational commitment (top to bottom) to serve the rate payer.
- Develop a public education and outreach program to inform the rate payer.
- Live by the mantra...No Surprises!

Second, we wish to express our support of the WRBP staff to ensure successful outcomes happen to the benefit of all stakeholders. Based on the presentation, it is our opinion that we do not have sufficient resources and expertise in place to meet the goals set out by the MOM Study. Here's how we think the Advisory Board might be helpful in the short term:

- We will support the retention of qualified service providers who can fill resource gaps and provide expertise not available on staff. In addition we will work with WRBP staff to find ways to better leverage the value proposition offered by these service providers.
- We have 10 professionals who sit on the Advisory Board with significant expertise and critical thinking skills. We understand time is precious, but we will seek ways to leverage the collective expertise of the Advisory Board in support of the WRBP staff.
- We will support a change in communication protocols. We want to rethink our engagement with the WRBP staff and move the focus from simply being informed to developing strategies for improved performance. As a first step we are committing to setting a standing monthly meeting to enhance the opportunity for these types of engagements.
- We understand you will be more involved with the WRBP going forward. We want you to know that we welcome and appreciate your involvement. You bring a unique set of leadership skills to the process; skills that are critical for a successful outcome. We also understand your calendar is likely full. So in the interest time, we will make at least two members of the Board available so that we can have an on-going dialogue with you about status, progress and direction of the WRBP. We see this level of communication as a way to build in a higher level of accountability and confidence into the WRBP.

As a next step we suggest a meeting between yourself and the Advisory Board. The purpose of the meeting will be to strategize on how to align the implementation plan with the expectations noted above. It will also give us an opportunity to brainstorm where we can effectively leverage everyone's expertise.

As DES's partner in this endeavor, we are confident we can achieve lasting results sooner by enhancing the level of cooperation and teamwork among all stakeholders to the benefit of the people we serve.

Thank you again for your commitment. We look forward to discussing the implementation plan with you in more detail.

Sincerely,

City of Laconia, NH

City of Franklin, NH

Sheldon C. Morgan
Town of Gilford, NH

6-5-14
Town of Meredith, NH

6-5-14
Tilton Sewer Commission

Town of Belmont, NH

Northfield Sewer Commission

Dept of Administrative Services

Bay District Sewer Commission

Town of Sanbornton, NH

WINNIPESAUKEE RIVER BASIS PROGRAM
ADVISORY BOARD

The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert R. Scott, Commissioner

December 11, 2025
SENT VIA ELECTRONIC MAIL

Wes Anderson, Chair
WRBP Advisory Board
Email: wanderson@laconianh.gov

Dear WRBP Member Communities:

Thank you for your letter, dated November 14, 2025, expressing your concerns about the management of the Winnipesaukee River Basin Program (WRBP). In that letter and letters previously sent, you identified several specific projects as well as more general financial and management issues. I would like to address the general concerns first.

We addressed many of the items in your letter from 2015, including creating a Capital Improvement Plan (CIP) process, improved flow monitoring, energy improvement items, frequent and transparent communication with the Advisory Board (AB), and reorganizations and upgrades of staff. In addition, the subsequent Memorandum of Understanding (MOU) called out several items which have been implemented and since become standard operating procedures.

We understand fully the affordability challenges faced by your communities. Based on AB input for the last twenty years, NHDES has endeavored to keep budgets as low as possible. In real terms (adjusted for inflation), the budget has remained essentially flat. The amount of money spent on capital budget projects has been low for a facility of this size, which was to appease the state's and members' expressed desire to keep overall budgets flat. At the same time, the facility has been aging, many components are reaching the end of their functional life, and the level of construction inflation and equipment replacement costs have risen dramatically over the past five years. As a result, there will need to be significant investments in the upcoming years. We also note that the New Hampshire rate dashboard, recently updated by a third-party vendor for NHDES, shows that the sewer rates among the WRBP communities are all below the state average; with some communities significantly below that statewide average. This information can be accessed here: NH Water and Wastewater Rates Dashboard (https://dashboards.efc.sog.unc.edu/nh).

I also hear your concerns about management of the facility. To that end, I would like to invite you and the decision-makers in your community to meet with me and other leaders at NHDES to discuss those concerns and possible solutions. Our staff will send out some possible dates for such a meeting soon.

Your letter also raised several specific issues, including asset management, solids handling and the Belmont force main project. These issues are addressed below:

Asset Management – WRBP is not where they should be on the asset management program (AMP). There are many reasons for this, among which are under-resourcing the effort, changes in staffing, failure to correct basic structural issues with the software, and lack of consistent adoption by the staff. The AMP is now moving forward, and we will be pushing this as quickly as possible with a new consultant. Assistant Director Ted Diers is directly involved in the management of the effort and is tasked with continuing to implement the program. A key aspect of the AMP is the facilities' planning effort currently underway to fully examine the conditions of the pump stations and treatment plant.

Solids Handling Upgrades – It is true that the upgrade project failed at the 60% design mark and about $665k was spent since 2021. However, that time and money is not wasted. We now know what will not work and where future design efforts would need to proceed. In addition, the effort identified many "no regrets" upgrades that can be accomplished without jeopardizing the larger future project and to keep pace with changing federal and state biosolid regulations. We are negotiating with our consultant, Brown and Caldwell (B&C), to provide services on those "no regrets" projects and to ensure the member communities receive the value of what has already been spent.

Belmont force main – As you know, there have been eight breaks in this sewer line; one as recent as Thanksgiving weekend (11/29/2025). Our consultant, Wright Pierce, is well underway with the design alternatives to upgrade the line. Because Belmont does not feel they can afford the whole project, they recently completed a $50k assessment at six discrete locations along the line. Unfortunately, that study was somewhat inconclusive and did not clearly support a phased approach. We are not opposed to a phased approach, despite the reality that it will ultimately be more expensive than a single project. NHDES and the member communities must balance the risks associated with the potential sewer line failure with the costs of the upgrade and impacts on members and other stakeholders. To that end, we will communicate directly with Belmont in the next few weeks to discuss options that will allow Belmont a more affordable approach that is reasonable, responsible, and will protect environmental, health, and safety.

As noted above, I would very much like to meet with the members of the advisory board and community decision-makers to discuss a path forward. This is especially important considering the bills moving forward in the legislature regarding the replacement fund and organizational structure of the WRBP. You will hear from NHDES staff very soon to solicit dates for such a meeting.

Sincerely,

Robert R. Scott
Commissioner

ec: Bay District – Mark Borrin, Chair, Sewer Commission markborrin@gmail.com
Belmont – Alicia Jipson, Town Administrator administration@belmontnh.org
Gilford – Meghan Theriault, Director Public Works and Scott Dunn, Town Administrator sdunn@gilfordnh.org
Franklin – Justin Hanscom, Director Municipal Services and Mitchel Kloewer, City Manager jhanscom@franklinnh.org
Laconia – Kirk Beattie, City Manager kbeattie@laconianh.gov
Meredith - Judie Milner, Town Manager town-manager@meredithnh.gov
Northfield Sewer Commission – Glen Brown, Commissioner gfbsel@yahoo.com
Sanbornton – Trish Stafford, Town Administrator townadministrator@sanborntonnh.org
Tilton –Peter Fogg, Chair, Sewer Commission sewer@tiltonnh.org
WRBP – Sharon McMillin, Rene Pelletier

WINNIPESAUKEE RIVER BASIN PROGRAM
ADVISORY BOARD

45 Beacon Street East
Laconia, NH 03246

July 15, 2026

Robert Scott, Commissioner
Department of Environmental Services
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095

Dear Commissioner Scott,

The WRBP member communities do not support the Governor and Council awarding the contract to upgrade SCADA System in the Winnipesauke River Basin Program's (WRBP) system.

The member communities' assessment is that the Program's management team has not made the necessary improvements to their system to successfully manage this project.

The Water Division has not yet provided an interim plan to correct management problems identified in our November 3, 2025 letter of concern. The team continues to demonstrate a lack of ability to manage their projects. In particular:

- Failure to properly plan and execute the EPA adaptive plan permit requirements.
- Drafting four asset management task orders that were unorganized, overlapped and confusing as to the intended scope of work to be performed. The effort to create an asset management system for the program was started in 2016 and the Management Team still does not have the skill set to complete this system. With the addition of recently signed task orders, the cost to the community ratepayers to date is estimated to be over $825,000.
- Does not have a reliable quality assurance system. Members of the WRBP with experience managing complex studies and projects provided comments in March 2026 to improve five task orders and were told they would have the opportunity to review the corrections. Three were signed in late May of 2026 without providing the members of the Advisory Board who reviewed the task orders an opportunity to make the corrections.

We request that the SCADA project be put on hold at this time.

Sincerely,

Wesley B. Anderson
Chair
WRBP Advisory Board

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of July 27, 2026

From: Krystal Alpers, Parks and Recreation Director

Subject: Prescott Park Playground Funding

Suggested Motion:

Selectboard Member moves, “I move that the Meredith Selectboard authorize the expenditure of $96,343 from the Parks and Recreation Expendable Trust Fund (ETF) to fund the remaining costs associated with the installation of the Prescott Park Playground”.

Board Chair calls for a second, discussion and vote.

Recommendation: It is recommended to proceed with Option 2 as the existing stock will remain untouched and will continue to earn interest.

Background/Discussion: As the playground project nears completion, we need to address the remaining funding necessary to complete the project.

In 2021, the Town approved a warrant article at Town Meeting committing $150,000 toward the construction of a new playground. Shortly thereafter, the Selectboard approved an additional $150,820 from the William Andrews Fund to support the project during its early planning stages. The Friends of Meredith Parks and Recreation have also generously committed $50,000 toward the project.

At the time those funds were approved, the project was still in its infancy. The playground location had not yet been finalized, discussions with the Prescott Park Committee and Ironwood Design Team had not yet taken place, and the scope of the required site work and associated costs was still unknown. As the project has progressed through design and construction, additional site-related expenses have become necessary to ensure a safe, accessible, and high-quality playground for the community.

Fiscal Impact

To date, the project has been funded through the following sources:

- Approved Warrant Article: $150,000 (fully expended)
- William Andrews Fund: $77,570 ($150,820 initially approved by the Selectboard)
- Friends of Meredith Parks and Recreation: $50,000 (committed; payment forthcoming)

This brings the total project funding to $277,570.

The initial $77,570 contribution from the William Andrews Fund was derived from revenue generated by donated stock held within the fund. As of today, $13,747 in stock-generated revenue remains available. In addition, the William Andrews Fund currently holds $193,995 in donated stock.

The Parks and Recreation Expendable Trust Fund (ETF) currently has a balance of $225,968.

With the project now complete, final invoices totaling $110,090 remain to be paid. The following funding options are available:

Option 1 – Parks and Recreation ETF

- Parks and Recreation ETF: $110,090

Option 2 – Combination of William Andrews Fund Revenue and Parks and Recreation ETF

- William Andrews Fund (remaining stock-generated revenue): $13,747 *(previously approved by the Selectboard)*
- Parks and Recreation ETF: $96,343 *(requires Selectboard approval)*

This option utilizes the remaining cash revenue in the William Andrews Fund and avoids selling any donated stock, allowing those investments to remain intact.

Option 3 – William Andrews Fund Only

- William Andrews Fund: $110,090
    - $73,250 previously approved by the Selectboard
    - $36,840 requires additional Selectboard approval

This option would use the remaining $13,747 in stock-generated revenue and require the sale of donated stock from the William Andrews Fund, reducing the fund's investment holdings and future earning potential.

Option 4 – Combination of William Andrews Fund and Parks and Recreation ETF

- William Andrews Fund: $73,250 *(previously approved by the Selectboard)*
- Parks and Recreation ETF: $36,840

This option would use the remaining $13,747 in stock-generated revenue and require the sale of donated stock from the William Andrews Fund, reducing the fund's investment holdings and future earning potential.

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

From: Angela Labrecque

Subject: Class VI Highway and Private Road

Suggested Motion:

Selectboard member moves, *"I move to approve the Policy for Building on Class VI Highways or Private Roads which have not been Approved by the Planning Board."*

Selectboard Chair asks for a second, discussion, and vote.

Recommendation:

It is recommended that the Selectboard vote to adopt the Class VI Highway and Private Road Policy at the meeting on August 10, 2026.

Background/Discussion:

The Selectboard met with Attorney Sullivan to discuss issuing building permits for private roads. Staff later met with Attorney Sullivan to review the permitting process and the requirements of RSA 674:41, which led to revised guidance from the original meeting. This revised guidance is incorporated into this policy as written by Attorney Sullivan. It was recommended the Selectboard adopt a Class VI Highway and Private Road Policy to guide applicants seeking building permits and streamline the permitting process. Without such a policy, the Selectboard, after review and comment by the Planning Board, would need to approve building permits on private roads not previously approved by the Planning Board. This process could take two months for an applicant to receive a building permit. There is a total of 111 private roads in Meredith with approximately 12 not being the subject of a previous Planning Board approved plan. This list is still in the process of being verified with records from the Belknap County Registry of Deeds.

The Road Policy was provided by Attorney Sullivan with the actual road standards to be set by the town. Ken Jones and Craig Hale were both consulted to draft the specific standards for roads. The detailed requirements are derived from the Fire Code. Attached is the Road Policy with the suggested standards italicized.

Fiscal Impact:

None

Concurrences:

Alternatives:
Have the Planning Board and Selectboard review each building permit submitted on the select private roads. This includes a review of the proposed road upgrades for each building permit on a case-by-case basis.

Attachments/Exhibits:
Draft-Meredith Selectboard Policy: Building Permits on Clas VI Highways or Private Roads which have not been Approved by the Planning Board

The intent of this policy is to assist the Selectboard in administering RSA 674:41, paragraphs I(c) and I(d), in a way which is consistent with the Meredith Zoning Ordinance and Building Code. This policy shall not be deemed to be a substitute for full compliance with those regulations, including review and comment by the Planning Board. *See* RSA 674:41,I(c) and (d). This policy does not apply to buildings lawfully existing at the time of the adoption of this policy.

1. No building permit shall be granted by the Board on a lot which does not have a minimum of *fifty feet (50') frontage* on a regularly maintained public road or on a road built and maintained to Town specifications.
2. The Class VI Highway or unapproved private road, or portion thereof, used to access the building site, shall be maintained by the applicant or his/her successors in interest. In the case of a Class VI Highway, the extent and manner of such maintenance must be approved in advance by the Board, in accordance with RSA 236:9-:12 and RSA 231:21-a; however, in either case such maintenance specifications may be approved at the time of the issuance of the permit, as a condition of the permit.
3. The minimum road standards for a Class VI Highway or unapproved private road used to access a building site under this policy *shall have per NFPA 1, Chapter 18 a minimum width of 20 feet, a minimum vertical clearance of 13.5 feet, and at least 12 inches of 6-inch minus gravel topped with 6 inches of 1.5-inch crushed bank run gravel. If the unapproved or private road or class VI road length is more than 150 feet, The end of an improved road shall have a means for fire apparatus to turn around. This may include a 50-foot exterior turning radius, a T-turn, or Y turn measuring 60 feet.* Additional development on a Class VI Highway or unapproved private road may require further improvements to the Highway by subsequent applicant(s) as determined by the Selectmen.
4. An applicant for a building permit on a lot whose “access” (as defined in RSA 674:41, III) is upon a Class VI Highway or a private road which has not been approved by the Planning Board as part of a subdivision or street plat, must, if the permit is granted, sign a waiver form to acknowledge that the Town assumes no responsibility for any maintenance of a Class VI Highway or private road, nor liability for any damages resulting from the use thereof [RSA 674:41, I(c) and I(d)]. The form will be recorded by the Town of Meredith in the Belknap County Registry of Deeds, with the recording fee to be paid by the applicant. Building construction may not commence until the form has been duly recorded.
5. Following the construction of the roadway to Town standards, the Selectboard may, in circumstances where the public interest warrants it, submit a warrant article to the voters for a possible reclassification of the highway to Class V under RSA 231:22-a; provided however, that such a reclassification is discretionary with the Town, and no owner shall have any right to such a reclassification as a result of performing roadway construction under this policy.
6. The Selectboard, in their discretion, may initiate a conditional layout subject to betterment assessments under RSA 231:28 to distribute the cost of upgrading a Class VI Highway (or culvert or bridge on such a highway) amongst owners of property abutting or served by the Class VI Highway.

7. No building construction work on the lot may commence until required Class VI Highway or private road construction and or reconstruction, following the standards specified in this policy or those specified by the Selectboard, have either been completed to the Town's satisfaction, or have been secured with a bond, letter of credit, or other security deemed adequate by the Board. The Town may employ a professional engineer, at the applicant's expense, to monitor compliance with the specified road standards.
8. Fines, penalties and remedies for violation of this policy shall be as provided in RSA 676:15, 676:17, 676:17-a and 676:17-b. Each day during which a parcel of land remains in violation of this policy, shall be considered a separate offense, and no such violation shall be deemed to be "legalized" merely by the payment of a fine.
9. Any person aggrieved by a decision made under this policy may appeal under RSA 674:41, II to the Zoning Board of Adjustment, or if there is not one, to the Board of Appeals as designated by the Selectboard. *See* RSA 674:14.

TOWN OF MEREDITH
SELECTBOARD

____________________________ ____________________________
Date

____

____

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

Subject: **Appointments**

Suggested Motion:
Selectboard member moves, *"I move the Meredith Selectboard reappoints the following:*

Daniel Whitney	*Planning Board*
Matt Slomcheck	*Zoning Board*
Jack Northcott	*Zoning Board*
Paul Dillon	*Conservation Commission*
Eytan Wulfsohn	*Conservation Commission*
Ken Mockler	*Conservation Commission*
Mark Billings	*Conservation Commission Alternate*
Edward Twaddell III	*Conservation Commission Alternate*
Ralph Pisapia	*Conservation Commission Alternate.".*

Selectboard Chair calls for a second, discussion and vote.

Attachments/Exhibits:
Recommendation Emails from respective Board Chairs
Respective Board/Volunteer Applications

Angela LaBrecque

From: dean james <carnutdean@yahoo.com>
Sent: Thursday, August 6, 2026 10:43 AM
To: Angela LaBrecque
Subject: Re: Daniel Whitney's PB reappointment

I recommend dan Whitney for another term on the Planning Board jonathan james

On Wed, Aug 5, 2026 at 12:36 PM, Angela LaBrecque <alabrecque@meredithnh.gov> wrote:

Hi Jonathan,

As we discussed, you reviewed Dan's volunteer application for the Planning Board and need to give your recommendation for reappointment to share with the Selectboard. Thanks.

Angela

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Daniel Whitney Board: Planning

Physical Address: 142 Rt 25 Unit 1, Meredith, NH 03253

Mailing Address: PO Box 51, Meredith, NH 03253

Email Address: daniel.f.whitney@gmail.com

How long at present address: 2 Months Phone: 603-677-6988

Education: Associate Degree - Computer Science

Relevant Experience: Current Planning Board Member

Friends / Relatives Employed by the Town: None

Community Interests / Civic Organizations: Rotary Member

Current Commisioner LPRC

Employer: Handyman Dan

References: ____________________

Is this a first-time application? Yes ☐ No ☑ Is this a re-appointment? Yes ☑ No ☐

Position: Regular ☑ or Alternate ☐ Replacing: ____________ or N/A

Board of Selectmen: Approval Disapproval Date: ____________

____________ ____________

____________ ____________

____________ *Term Expires:* ____________

Please submit your application to:
Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

Outlook

Re-Appointment of Matt Slomcheck and Jack Northcott

From tom rightrealtynh.com <tom@rightrealtynh.com>
Date Wed 7/29/2026 3:48 PM
To Stephanie Maltais <smaltais@meredithnh.gov>

CAUTION: This email originated from outside Meredith Town Offices. Do not click links or open attachments unless you recognize the sender and know the content is safe.

As Chairman, I recommend the re-appointment of Matt Slomcheck and Jack Northcott. Both have been a welcome addition to the Board and have provide essential assistance in helping the Board maintain a full complement of knowledgeable members.

Thank You

Thomas Girard
Chairman
Meredith Zoning Board of Adjustment.

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Matt Slomcheck Board: ZBA

Physical Address: 43 Pleasant St. #6

Mailing Address: Same

Email Address: aa1jd@arrl.net

How long at present address: 34 yrs Phone: 978-317-4571

Education: ASEE

Relevant Experience: Management career / Prior ZBA member

Friends / Relatives Employed by the Town: ______

Community Interests / Civic Organizations: Heart & Hands

Employer: Retired

References: Ann Butler & Jack Northcross

Is this a first-time application? Yes ☐ No ☑ Is this a re-appointment? Yes ☑ No ☐

Position: Regular ☐ or Alternate ☑ Replacing: ______ or N/A

Board of Selectmen: Approval Disapproval Date: ______

______ ______

______ ______

______ *Term Expires:* ______

Please submit your application to:
Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Jonathan "JACK" NorthcoTT Board: Zoning

Physical Address: 8 Eagle PT Lane

Mailing Address: 8 Eagle PT lane meredith, NH 03253

Email Address: JackNorthcoTT1@gmail.com

How long at present address: 3-4 YRS Phone: 603-860-4639

Education: masters

Relevant Experience: VP and exec in tech industry

Friends / Relatives Employed by the Town: No

Community Interests / Civic Organizations: Pickleball - Grouse point HOA board

Employer: N/A

References: Tom Girard, matt slomcheck
Chuck Mcgee

Is this a first-time application? Yes ☐ No ☑ Is this a re-appointment? Yes ☑ No ☐

Position: Regular ☐ or Alternate ☑ Replacing: ______ or N/A

Board of Selectmen: Approval Disapproval Date: ______

Term Expires: ______

Please submit your application to:
Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

MEREDITH CONSERVATION COMMISSION

41 Main St, Meredith, NH 032523
Scott Powell, Acting Chair Paul Dillon, Vice Chair

July 10, 2026

Dear Meredith Select Board and Town Manager,

Six of our current Conservation Commissioners are requesting reappointment to the Commission. Mr. Wulfsohn, Mr. Mokler, and Mr. Dillon as Regular Members (Wulfsohn and Mokler's terms are not expiring, but both are currently Alternate Members), and Mr. Billings, Mr. Twaddell, and Mr. Pisapia as Alternate Members (Billings and Pisapia are currently Regular Members). I have reviewed the recent contributions of each applicant, and the Commission discussed the applications at our July 9th meeting and unanimously support their reappointment, as each of these volunteers brings important and varied skills to the town.

Thank you for your consideration,

Scott Powell

Scott Powell
Meredith Conservation Commission Acting Chair

Town of Meredith
Board / Volunteer Application

The Board of Selectmen encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Mark Billings Board: Conservation

Physical Address: 17 Lake Country

Mailing Address: Same

How long at present address: 27 yrs Phone: 603 393-6879

Education: Babson College Business Administration

Relevant Experience: 20+ yr Meredith Conservation Comm.

Friends / Relatives Employed by the Town: Many Friends

Community Interests / Civic Organizations: Schools, Conservation
CIP,

Employer: Retired

References: Scott Powell

Is this a first-time application? Yes No Is this a re-appointment? Yes No

Position: Regular or Alternate Replacing: ____________ or N/A
Alternate

Board of Selectmen: Approval Disapproval Date: ____________

Term Expires: ____________

Please submit your application to:
Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 279-1153

02-21-08

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Edward S. Twaddell III Board: Conservation Commission

Physical Address: 39 Nedeau Rd., Meredith, NH 03253

Mailing Address: Same

Email Address: Ed_Twaddell@hotmail.com

How long at present address: 6 years Phone: (703) 717-1267

Education: B.S. Environmental Engineering; MBA; Masters of Military Arts and Science (MMAS)

Relevant Experience: 1 Term on Conservation Commission as an Alternate Member

Friends / Relatives Employed by the Town: None

Community Interests / Civic Organizations: Inter-Lakes School Board Member

Committee Member of BSA Troop 55; St. Charles Borromeo Catholic Church

Employer: Valiant Integrated Services

References: Scott Powell, Eytahn Wulfsohn, Steve Sundius, Chris Whitcher

Is this a first-time application? Yes ☐ No ☑ Is this a re-appointment? Yes ☑ No ☐

Position: Regular ☐ or Alternate ☑ Replacing: ____________ or N/A

Board of Selectmen: Approval Disapproval Date: ____________

____________ ____________

____________ ____________

____________ *Term Expires:* ____________

Please submit your application to:

Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253

Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

Town of Meredith
Board / Volunteer Application

The Board of Selectmen encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Paul Dillon Board: Conservation

Physical Address: 5 Pinecone Ln Meredith

Mailing Address: above

How long at present address: 40yrs Phone: 603-455-7049

Education: Associate Degree

Relevant Experience: conservation comm c 10 years

Friends / Relatives Employed by the Town: N/A

Community Interests / Civic Organizations: ____________

Employer: Retired - 23 years Meredith P.D.

References: ____________

Is this a first-time application? Yes No Is this a re-appointment? Yes No

Position: Regular or Alternate Replacing: ____________ or N/A

Board of Selectmen: Approval Disapproval Date: ____________

Term Expires: ____________

Please submit your application to:

Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 279-1153

02-21-08

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: EYTAN WULFSOHN Board: CONSERVATION COMMISSION

Physical Address: 12 BIRCH LEDGE RD, MEREDITH

Mailing Address: 12 BIRCH LEDGE RD, MEREDITH

Email Address: eytanwulfsohn@gmail.com

How long at present address: 12 yrs Phone: 301-256-5194

Education: BS, MS, MBA

Relevant Experience: 2 years as Alternate, LRCT Stewardship Committee

Friends / Relatives Employed by the Town: None

Community Interests / Civic Organizations: Conservation Commission, Interlakes Caregivers, Lakes Region Conservation Trust.

Employer: Retired

References: Scott Powell

Is this a first-time application? Yes ☐ No ☒ Is this a re-appointment? Yes ☒ No ☐

Position: Regular ☒ or Alternate ☐ Replacing: ~~[illegible]~~ MARK BILLINGS or N/A

Board of Selectmen: Approval Disapproval Date: ______________

______________ ______________

______________ ______________

______________ *Term Expires:* ______________

Please submit your application to:

Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253

Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Ralph Pisapia Board: Conservation Commmission

Physical Address: 132 Cattle Landing Road

Mailing Address: Meredith, New Hampshire 03253

Email Address: ralph@pisapia.com

How long at present address: 1.5 years Phone: 603-341-4418

Education: BS Environmental Science; MS Aquatic Biology

Relevant Experience: U.S.Fish & Wildlife Service - retired

Friends / Relatives Employed by the Town: none

Community Interests / Civic Organizations: Maintaining healthy outdoor recreational opportunities with viable fish & wildlife habitats for citizens of Meredith

Employer: Retired-U.S. Fish & Wildlife Service

References: ______

Stepping down from full Commissioner (23 years) to Alternate to give others opportunity

Is this a first-time application? Yes ☐ No ☑ Is this a re-appointment? Yes ☐ No ☑

Position: Regular ☐ or Alternate ☑ Replacing: N/A or N/A

Board of Selectmen: Approval Disapproval Date: ______

______ ______

______ ______

______ *Term Expires:* ______

Please submit your application to:
Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

Town of Meredith
Board / Volunteer Application

The Selectboard encourages all applicants to attend one or two meetings of the Board or Commission for which you are applying:

Name: Ken Mokler Board: Conservation

Physical Address: 55 Corliss Hill Road

Mailing Address: same

Email Address: mokler@comcast.net

How long at present address: 8 years Phone: 508-259-7649

Education: Bachelors degree

Relevant Experience: have been an alternate member for 2 years

Friends / Relatives Employed by the Town: ______

Community Interests / Civic Organizations: ______

Employer: Retired from Fidelity Investments in 2017

References: Scott Powell, Eytan Wulfsohn

Is this a first-time application? Yes ☐ No ☑ Is this a re-appointment? Yes ☑ No ☐

Position: Regular ☑ or Alternate ☐ Replacing: ______ or N/A

Board of Selectmen: Approval Disapproval Date: ______

Term Expires: ______

Please submit your application to:
Town Manager, Town of Meredith, 41 Main Street, Meredith, NH 03253
Tel: (603) 677-4205 Fax: (603) 556-8819 or hr@meredithnh.org

9/14/2012

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

From: **Judie Milner, Town Manager**

Subject: **Town Manager Report**

Welcome Aboard:
Olivia Petito – Police

Shout Outs:
Jared Wyatt – obtaining EMT certification
Sawyer Jones – obtaining EMT certification
Lt. McLaughlin – attending the 2nd of 3 FBI LEEDA Trilogy courses – this is the the Executive Leadership Institute.
Congratulations Meredith PD - On Monday, August 3, 2026, the Meredith Police Department swore in three new police officers: Officer Richard Ort, a veteran certified officer, and Officer Tyler Stokowski and Officer Olivia Petito, both uncertified officers beginning their law enforcement careers.

With these additions, the department has reached full staffing for the first time in several years. Officers Stokowski and Petito will attend the New Hampshire Police Academy and, if all goes as planned, are expected to complete their training and be ready for solo patrol duties before June 2027.

Reaching full staffing is a significant accomplishment for the department and the Town of Meredith. The addition of these officers strengthens our ability to provide quality public safety services while ensuring the department remains well positioned to meet the needs of our community.

Pay & Classification Study – supervisor review of questionnaires is complete; McGrath is working on data collection and comparisons with other communities/private businesses if applicable.

Library Retaining Wall – having the property line surveyed.

Water Filtration Project – We won the appeal and this project will be funded. Congratulations Superintendent Bordeau! Funds will be available in January 2027. We are currently working out a plan with DES to deal with the lead time for the replacement equipment (12-16 weeks) and getting the project complete before the 2027 busy season.

Disc Golf - Director Alpers and resident Cody Burns are still conducting the survey but wanted you to have the attached information to consider before the next workshop at a future meeting.

9/11 Memorial – groundbreaking for project will happen anytime, still don't have confirmation for governor, fundraising is almost at our goal with > $38,000 raised to date. WMUR was onsite at the end of July, filming was done, WMUR is expecting to do a special on 9/11 projects throughout the state to air on 9/10 ahead of the ceremonies.

Upcoming Events on Town Property:

Upcoming Meetings:

Town of Meredith			
Selectboard Meeting Schedule - 2026			
Date	**Time**	**Meeting**	**Location**
7/13/2026	4:30pm	Selectboard Regular Meeting	Community Center
7/27/2026	4:30pm	Selectboard Regular Meeting	Community Center
8/10/2026	4:30pm	Selectboard Regular Meeting	Community Center
8/24/2026	4:30pm	Selectboard Regular Meeting	Community Center
9/14/2026	4:30pm	Selectboard Regular Meeting	Community Center
9/19/2026	10am	Old Home Day	Main Street
9/28/2026	4:30pm	Selectboard Regular Meeting	Community Center

Projects In Motion – Stay Tuned for Future Update
Waukewan Dam & Canal project
WRBP legislation

PFAS Settlements
Breezeline Franchise Agreement Renewal
Coalition 2.0
Flood Maps
DPW Bldg/Hutter
Route 25 Pedestrian Crossing
Fire Department Study
2026 Parking PILOT Program
Economic Development
- Waterfront infrastructure
- State Zoning/Housing Mandate Dialog
- Route 3/25 assessment(underground)
- Prescott Park Renovation
- Space Needs Project
- Main Street Project
- Community Plan Implementation Committee

Disc Golf Course Information

Disc Golf is One of the Fastest Growing Outdoor Recreational Activities

Disc golf has experienced significant growth over the past decade and has become one of the fastest-growing outdoor recreational sports in the United States. The sport is accessible to players of all ages and abilities, requires relatively little equipment, and provides year-round recreational opportunities with minimal maintenance requirements.

Worldwide, there are now more than 16,000 permanent disc golf courses, with over 1,100 new courses added during 2024 alone. More than 20 million rounds were recorded through the UDisc mobile application in 2024, reflecting continued growth in participation. Actual play is considerably higher because many players do not record their rounds electronically.

Disc Golf in Northern New England

Northern New England has become one of the strongest disc golf regions in the country.

State	Permanent Courses
Maine	110+
New Hampshire	68
Vermont	70+

Combined, Maine, New Hampshire, and Vermont support well over 250 permanent disc golf courses, making the region one of the most active disc golf destinations in North America.

Perhaps even more impressive is the participation rate.

According to UDisc's annual participation report:
- Maine ranks #1 in the United States in rounds played per capita.
- Vermont ranks #2.
- New Hampshire ranks #3.

No other region in the country has this concentration of active disc golfers.

Participation

UDisc recorded the following rounds played during the most recent reporting year of 2024:

State	Recorded Rounds
Maine	180,307
New Hampshire	132,279
Vermont	74,391

Combined, nearly 387,000 rounds were recorded in these three states through the UDisc application alone.

Since many casual players do not track their rounds electronically, actual participation is believed to be substantially higher.

<u>Disc Golf in New Hampshire</u>
New Hampshire currently has:
- 68 permanent disc golf courses
- 30 championship-length (18-hole or longer) courses
- 74 organized leagues
- 15 dedicated disc golf retailers

Some of New Hampshire's most-played public courses include:
- The Hollows – Manchester
- Bellamy Park – Dover
- Muldoon Park – Pelham

Each has recorded more than 100,000 rounds through the UDisc platform since its inception.

<u>Tournament Activity</u>
Disc golf has developed into an organized competitive sport with tournaments taking place nearly every weekend throughout the playing season.

Major New Hampshire tournaments include:
- New Hampshire State Disc Golf Championships
- The Hollows Fall Classic
- Amoskeag Open
- Rally of Rochester
- New England Amateur Disc Golf Championship
- Ledgewood Open
- Heart of New Hampshire

<u>Typical Tournament Size</u>

Event Type	Players
Weekly League	20–50
Local Tournament	50–100
Regional Event	100–150
Championship Event	150+

Many tournaments fill months in advance and attract participants from throughout New England.

Players frequently travel with family members and friends, resulting in additional spending at:
- Hotels
- Restaurants
- Convenience stores
- Grocery stores
- Fuel stations
- Retail businesses

In addition to sanctioned tournaments, many courses host:

- Weekly leagues
- Doubles leagues
- Junior clinics
- Charity tournaments
- Corporate outings
- School events

These activities generate consistent use throughout the recreation season.

Tourism Benefits

Disc golf has become a significant tourism driver in northern New England. While I could not find specifics on New Hampshire, I found information in Maine that seemed relevant enough to share as I would assume similar statistics exist but may not be tracked.

Maine's State Comprehensive Outdoor Recreation Plan reported that in one recent year:

- More than 10,000 rounds were played by visitors traveling over 100 miles.
- Players traveled from 49 states, 9 Canadian provinces, and 16 countries.

These visitors contributed to local economies through overnight lodging, dining, shopping, and fuel purchases.

Benefits to Meredith

Meredith is uniquely positioned to become a destination for both recreational players and tournaments.

Its central location provides convenient access from:

- Laconia
- Gilford
- Plymouth
- Concord
- Holderness
- Moultonborough
- Central New Hampshire
- The Lakes Region
- Southern New Hampshire
- Western Maine

A quality municipal course could provide:

- Affordable recreation for residents
- Family-friendly outdoor activity
- Tourism opportunities
- Regional tournaments
- School and youth programming
- Senior recreation
- Community events
- Increased park visitation

Cost Effectiveness
Compared with many municipal recreational facilities, disc golf offers an excellent return on investment. The below figures are based on outside contractors completing the construction.

Recreation Amenity	Typical Construction Cost	Maintenance
18-hole Disc Golf Course	$40,000–$100,000	Low
Pickleball Court	$75,000–$150,000 per court	Moderate
Tennis Court	$100,000–$200,000	Moderate
Playground	$200,000–$500,000	Moderate

Once installed, a disc golf course generally requires routine mowing where applicable, occasional tree maintenance, signage upkeep, and periodic replacement of tee pads or baskets after many years of use.

Community Benefits
Disc golf is attractive because it:
- Encourages healthy outdoor recreation.
- Serves youth, adults, seniors, and families.
- Provides year-round recreational opportunities.
- Has low operating and maintenance costs.
- Makes efficient use of existing parks.
- Supports tourism and local businesses.

Conclusion
Disc golf has evolved into a mainstream recreational activity with strong participation throughout New Hampshire and northern New England.

The combination of high participation rates, relatively low development costs, minimal maintenance requirements, and measurable tourism benefits makes a municipal disc golf course an attractive recreational investment.

Given Meredith's location within the Lakes Region and its proximity to many existing player populations, a well-designed public disc golf course has the potential to become both a valued community amenity and a regional destination.

The development of a municipal disc golf course would expand recreational opportunities for residents, attract visitors to Meredith, and further enhance the town's reputation as a destination for outdoor recreation.


NEW HAMPSHIRE DISC GOLF OPPORTUNITY
MEREDITH: A STRATEGIC LOCATION FOR A DESTINATION COURSE
DISC GOLF IS ONE OF THE FASTEST GROWING SPORTS IN AMERICA
A GROWING SPORT. A STRONG NETWORK.
Disc golf is one of the fastest growing sports in the United States. New Hampshire has built a strong foundation with courses in every region—creating opportunity for Meredith to become a premier destination in the Lakes Region.
LEGEND
EXISTING COURSES 18+ HOLES (30 COURSES)
EXISTING COURSES UNDER 18 HOLES (38 COURSES)
PROPOSED MEREDITH DISC GOLF OPPORTUNITY
N
0 25 50 75 Miles
NORTH COUNTRY
WHITE MOUNTAINS
UPPER VALLEY
LAKES REGION
MERRIMACK VALLEY
VERMONT
MAINE
MASSACHUSETTS
MEREDITH
Proposed Destination Disc Golf Opportunity
LAKES REGION DETAIL
Campton
Moultonborough
Bridgewater
Sanbornton
Lake Winnipesaukee
Meredith
Bristol
Barnstead
Franklin
Canterbury
Tilton
Gilmanton
Belmont
Meredith is centrally located in the Lakes Region with several existing courses within a 30–40 minute drive, serving both residents and visitors.
DISC GOLF IN NEW HAMPSHIRE BY THE NUMBERS
68 DISC GOLF COURSES STATEWIDE
30 CHAMPIONSHIP (18+ HOLE) COURSES
30 COURSES 18+ HOLES
38 COURSES UNDER 18 HOLES
74 ACTIVE LEAGUES STATEWIDE
GROWING YEAR-ROUND RECREATION & ECONOMIC IMPACT
THE MEREDITH OPPORTUNITY
Meredith is strategically positioned in the heart of the Lakes Region to serve residents, visitors, tournaments, and outdoor recreation while filling a geographic opportunity within New Hampshire's expanding disc golf network.
Strong Community. Strong Location. Bright Future.
Source: UDisc Directory (May 2024)
Course data from UDisc as of May 2024.
Courses include both 18+ hole and under 18 hole layouts.
Supporting healthy communities, tourism, and economic vitality through outdoor recreation.

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

Subject: Visitor and Resident Comments

Board Chair opens up the meeting for public comment.

Town of Meredith, New Hampshire
Selectboard Agenda Report
For the Meeting of August 10, 2026

Subject: Select Board Reports and Comments

Board Chair recognizes Board Members for reports and comments.