

**Board of Selectmen  
March 27, 2013**

**Present:** Kenneth S. Paul; Richard C. Edwards; Connie M. Twombly; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary.

The posted meeting came to order at 6 p.m. **Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a) and (b). Mr. Edwards seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Ms. Twombly – ‘aye’; Mr. Paul – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 7:06 p.m. Ms. Williams led those present in the Pledge of Allegiance.

**1. Board Organization**

**a) Election of Chair & Vice Chair** – Ms. Williams asked for a motion to nominate a member to serve as Chair. **Ms. Twombly moved to nominate Ken Paul as Chair. Mr. Edwards seconded the motion.** Mr. Paul stated that the position should be rotated. Mr. Edwards noted that we are out of cycle, and that Mr. Paul, being in the third year of his current term, should act as Chair. **The motion then passed 2-0-1.**

**Ms. Twombly moved to nominate Charlie Edwards as Vice Chair. Mr. Paul seconded the motion, which passed 2-0-1.**

**b) Liaison Assignments** – The Board referred the 2012 liaison assignments and made a number of adjustments for 2013.

**2. Appointments** – None scheduled.

**3. Unscheduled Matters/Public Comment #1**

--Mr. O'Connor congratulated Ms. Twombly on her election to the Board of Selectmen.

**4. Unfinished Business** – None scheduled.

**5. New Business**

**a) E911 Emergency Notification System** – The Board reviewed a letter received from E911 in which they request the Board to identify a contact for their ENS. **Mr. Paul moved to appoint the Emergency Management Director (Police Chief) as the ENS contact. Mr. Edwards seconded the motion, which passed 3-0.**

Ms. Williams stated that the Code Enforcement Office is having some issues with E911, who expect the Town to change a number of street addresses. Ms. Williams will obtain more information for discussion at a future meeting.

**b) WWTF Tank Sludge Removal** – Only 1 bid was received for twice per year pumping of approximately 30,000 gallons of sludge. **Mr. Edwards moved to accept the proposal of Lakes Region Septic at \$0.17 per gallon, with the understanding that Lakes Region Septic will cover the cost to have the material tested (as required by South Berwick Waste Water Treatment Plant).**

Ms. Twombly seconded the motion, which passed 3-0.

#### **6. Proposed CRF Expenditures**

**a) Landfill Closure CRF \$2340** – This expenditure reflects an invoice from Robert Saunders (CE<sup>2</sup>) for 4<sup>th</sup> quarter gas and water sampling, groundwater permit renewal and review of sampling from the ash pile removal. **Mr. Edwards moved to approve the \$2340 expenditure from the Landfill Closure CRF as presented. Ms. Twombly seconded the motion, which passed 3-0.**

#### **7. Correspondence**

**a) Connie Twombly Resignation as Supervisor of the Checklist** – In accordance with relevant RSA's, Ms. Twombly cannot serve as a member of the Board of Selectmen while serving as a Supervisor of the Checklist. The remaining Supervisors will appoint a replacement. The Board accepted this resignation with regret, while being eager to have her on the Board of Selectmen!

#### **8. Unscheduled Matters/Public Comment #2**

--Mr. O'Connor referred to many recent changes in Town Hall. He noted that Ms. Williams and Ms. Bodah have been working hard in recent weeks and expressed his thanks for their having gone "above and beyond."

--Mr. Paul stated that it would be good to have a camera going during ballot counting (and recounting) if allowed under RSA's. The process is interesting. We will check with the Moderator to determine if this is permissible. Mr. O'Connor advised that he did record the swearing-in of a number of newly elected officials.

#### **9. Administrative Matters**

**a) Liaison Reports** – Tune in next meeting.

**b) Selectmen's Letter of Appreciation** – It was agreed that this month's letter would go to Monique Wood.

#### **c) Administrator's Update**

--Ms. Williams referred to the PEG channel budget, which includes an amount for wages as well as \$500 for equipment. Mr. Miller and Mr. O'Connor (ClearView) agree that new equipment is necessary. Franchise fees are moving forward slowly. Ms. Williams has received confirmation from DRA that the Board of Selectmen are allowed to move funds from one line to another, including from a wage line. Therefore, she suggested that the Board consider moving \$2000 from the PEG wage line to the PEG equipment line in order to allow for the purchase of a desktop computer to be used for editing. This equipment would remain the property of the Town. **Mr. Paul moved to move \$2000 from the PEG wage line to the PEG equipment line in the 2013 Town budget. Ms. Twombly seconded the motion, which passed 3-0.**

--Federal Surplus Property Agreement – The current agreement will expire soon (as it does every 3 years). This agreement allows various departments access to surplus equipment. Chief Fifield is still interested in participating. The Board agreed by consensus to renew this agreement.

**d) Building Permit Releases** – Mr. Paul moved to approve a building permit release for Shannon Trust on Veazey Point Road. Mr. Edwards seconded the motion, which passed 3-0.

**e) Committee Membership Appointments** – Recommendation from applicable committees have been received as follows:

- Nathan Fogg – Conservation Commission Member for 3 years
- Cecille Arnone – Zoning Board of Adjustment Member for 3 years
- Craig Farley – Heritage Commission Member for 3 years
- Phil Twombly – Heritage Commission Member for 3 years
- Valerie Ward – Heritage Commission Alternate for 3 years

**Mr. Edwards moved to approve the appointments as recommended. Ms. Twombly seconded the motion, which passed 3-0.**

**f) Payment Manifests** – Mr. Edwards moved to approve AP #12 in the amount of \$73,905.09. Mr. Paul seconded the motion, which passed 3-0.

**Mr. Edwards moved to approve AP #11 in the amount of \$241.74. Mr. Paul seconded the motion, which passed 3-0.**

**g) Minutes** – Mr. Edwards moved to approve the minutes of March 13, 2013, as presented. Mr. Paul seconded the motion, which passed 2-0-1.

**h) Non Public Session** – Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a) & (b). Mr. Edwards seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Ms. Twombly – ‘aye’; Mr. Paul – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 8:35 p.m., at which time the meeting adjourned.

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

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Kenneth S. Paul, Chairperson

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Richard C. Edwards

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Connie M. Twombly