

**Board of Selectmen  
April 10, 2013**

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

Mr. Paul called the posted meeting to order at 6:30 p.m. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a) & (b). Mr. Paul 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 7:02 p.m. Mr. Paul led those now present in the Pledge of Allegiance. Those present included: Tom Beeler, *The Granite State News*; Jerry O’Connor (videotaping); and Ed Comeau (videotaping).

**1. Appointments** – None scheduled.

**2. Unscheduled Matters/Public Comment** – None forthcoming.

**3. Unfinished Business**

**a) Time Warner Cable Contract** – Attorney Kate Miller is seeking, in part, confirmation that the Board wishes to pursue total build-out at the risk of losing other concessions and/or delaying finalization of the contract. Mr. Edwards is strongly in favor of town-wide build-out. TWC is willing to build-out at a rate of 1 mile per year, with a density requirement of 15 houses. Ms. Twombly suggested reducing the minimum number of houses from 15 to 10. The Board agreed: build-out a 1 mile per year, with a density requirement at 10.

Section 21 (H): We currently have one free line at Town Hall and we are seeking an additional free line. The Board confirmed it would like to make this request.

Exhibit D (A) PEG Access Channel: The Board did not want the cost of a second channel to be passed on to subscribers. Mr. O’Connor confirmed that we need the second channel as the existing channel is taken up by Town meetings. The second Channel would be used for recreation, education, etc. We can ask, but TWC may insist on passing along the cost. They are authorized by federal law to pass this cost on to subscribers. However, TWC is willing to provide \$10,000 in capital at no cost to subscribers. The Board confirmed that Ms. Williams will ask Attorney Miller to determine the cost to subscribers for a second channel.

Exhibit D (C): This is similar to the immediately preceding discussion.

**b) North Wakefield Bridge** – CLH has submitted a proposal in the amount of \$161,657.40 to continue the work on this bridge that they began 2 years ago. Ms. Williams explained that the project began in the summer of 2011; however, we did not have sufficient funds to complete the work. Mr. Edwards expressed concern that the cost is \$10,000 higher than submitted one year ago. He suggested that the Town attempt to negotiate the increase. Ms. Twombly suggested that CLH be asked to submit justification for the cost increase. Mr. Paul cited increased cost for fuel, labor, insurance and materials as likely factors. **Mr. Edwards moved to offer CLH \$156,657.40 to accomplish the work on North Wakefield Bridge. Ms. Twombly seconded the motion, which passed 3-0.**

**4. New Business**

**a) Authorization for Tax Collector to Collect PrePayments** – The current Tax Collector cannot locate this authorization on file and requests that the Board confirm this authorization. **Mr. Edwards moved to authorize the Wakefield Tax Collector to accept prepayments. Ms. Twombly seconded the motion, which passed 3-0.**

**5. Proposed CRF Expenditures** – None scheduled.

**6. Correspondence** – None scheduled.

**7. Unscheduled Matters/Public Comment #2** – None forthcoming.

**8. Administrative Matters**

**a) Liaison Reports** – **Mr. Edwards:** The Abundant Harvest Family Church has approached Parks & Rec to use Turntable Park for their summer extravaganza to be held in June. This will include games, music, and a guest speaker. The group has its own insurance. Wayne Robinson has no objection, but would like the Board's confirmation. The Board agreed by consensus to this use of Turntable Park. The Highway Department has met with UNH regarding the Brackett Road project, and the road is being prepped now for more work. The Department has hauled in some winter sand. Mr. Paul noted that this should go out to bid, including the cost of delivery. Ms. Williams believes this was discussed with the Road Agent. Mr. Edwards added that they are getting the trucks ready for inspection and are doing some grading. Discussion followed regarding the new salt shed. The Department is considering building a block shed; however, Mr. Edwards believes we should consider building a gridded wall. This project needs more consideration. Pride Day is fast approaching. Although there is no theme (yet) for this year, there are many events planned. Parks & Rec is also prepping for the fireworks display.

Mr. Edwards attended the annual meeting of the Sanbornville Water Precinct. The water mains were constructed in 1938/1939. Out of 400 water users, only 3 people attended the meeting, spending over \$118,000. \$99,000 was raised to complete the pipes on Rines Road. The SWP has accomplished 50%-60% of the water line replacement in town. Reviewed the list of officers of the SWP. The Commissioners are preparing a book of information to pass on to the next administration. In order to install the sprinkler system at Town Hall, we need the SWP to conduct a flow test. In order to conduct the flow test, the SWP wants to first conduct some maintenance, with which they need help. Discussion followed as to whether Town personnel can/should assist. Mr. Paul noted that the SWP is a separate entity and should pay for additional staffing as needed in order to accomplish this. The flow test itself would take less than 10 minutes. Perhaps the BoS and WPI need to meet with the SWP Commissioners. Mr. Edwards will invite them to the next meeting.

The Police Department will conduct a gun safety course on May 7 & 8, from 5:30 – 9:30, and on May 11 from 9-1 at the range. There will also be self-defense courses for women, as well as sessions on crime and fraud protection. The new cruiser will be delivered soon. Extra safety patrols are beginning soon.

The Chamber of Commerce has a new website ([www.greaterwakefieldchamber.com](http://www.greaterwakefieldchamber.com)). They will hold their annual golf tournament on August 19 for local scholarships. The Chamber is also assisting the Food Pantry and the Heritage Commission. They may host a fall event and are working on a new map. Their quarterly general membership meeting will take place on April 17 at the GWRC at 5:30 p.m. - \$10 at the door.

Ms. Twombly: She is very excited to report that Beth MacRury is sponsoring the establishment of a museum in the Grange Hall. In addition to a number of antiques, Mrs. MacRury also has stage coach memorabilia. Craig Farley will do much of the interior work. The Commission is setting up a new display in the Freight House. The Grange Hall will have a new furnace and new windows.

Ms. Twombly also attended the GWRC meeting. They have received new guidelines from the State regarding grants. That Board has voted to contract with Ossipee for 2 years to obtain State grants. That building needs a new furnace. Ms. Twombly stressed that we need to protect that asset. Planning Board has elected Steve Royle as Chair and Tom Dube as Vice Chair.

Mr. Paul: WPI is trying to get the sprinkler project going, but we need a flow test! Discussion followed regarding the status of the SWP and the future of same.

**b) Administrator's Update**

--Chief Nason has approved and forwarded to the Board a request to waive an ambulance bill for approximately \$698. **Mr. Edwards moved to waive the bill as recommended by Chief Nason. Ms. Twombly seconded the motion, which passed 3-0.**

--In accordance with the approved 2013 budget, Chief Nason is ready to replace some hoses and requires a purchase order for same. **Mr. Edwards moved to approve the purchase order in the amount of \$6630, as requested by Chief Nason. Ms. Twombly seconded the motion, which passed 3-0.**

--When the Town hires for a new Fire or Police position, NH Retirement must assign an employee number. The Board executed the necessary form in order for this number to be assigned to the employee in the new position at the Police Department.

--E911 has expressed concern to the Code Enforcement Clerk regarding several of our addresses assigned by Cartographics. Both the Assessing and Code offices believe the addresses have been assigned correctly and don't want to change the addresses. Mr. Paul noted that if the Technical Review Committee were still meeting, this would be an issue for that group. He stated we should determine whether the issues are valid and should at least seek comment from the Police and Fire Departments. Ms. Williams will pursue via the Technical Review Committee.

**c) Building Permit Releases** – None forthcoming.

**d) Committee Membership Appointments** – The Board considered recommendations made by the Zoning Board of Adjustment and the Parks & Rec Commission and took the following action:

**Mr. Edwards moved to appoint George Frothingham as a member for 3 years to the Zoning Board of Adjustment. Ms. Twombly seconded the motion, which passed 3-0.**

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Mr. Paul moved to appoint Greg Hall as an alternate to Parks & Rec for 3 years. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Edwards moved to appoint Sarah Hayes as a member to Parks & Rec for 3 years. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Edwards moved to appoint Sherry Hatch as a member to Parks & Rec for 3 years. Ms. Twombly seconded the motion, which passed 3-0.

**e) Payment Manifests** – Mr. Edwards moved to approve AP Warrant #13 in the amount of \$751,535.84. Ms. Twombly seconded the motion, which passed 3-0.

**f) Minutes** – Mr. Edwards moved to approve the minutes of March 27, 2013, as presented. Ms. Twombly seconded the motion, which passed 3-0.

There being no further business, the meeting adjourned at 8:15 p.m.

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