

**Board of Selectmen
July 24, 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 6:18 p.m. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a). Ms. Twombly seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Edwards – ‘aye’; Mr. Paul – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:47 p.m., at which time Mr. Paul called for a brief recess. Mr. Paul called the meeting back to order at 7:07 p.m., at which time he led those present in the Pledge of Allegiance. Those present at this time included: Tom Beeler, *The Granite State News*; Jim Miller; Steve Brown; Valerie Ward (videotaping); and Ed Comeau (videotaping).

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment #1

--Mr. Comeau referred to the request of Strafford Regional Planning Commission for a letter of support from the Board of Selectmen for their application to form an Economic Development District. He personally recommends that the Board does not provide a letter of support, noting that the country is heading into incredible debt, and the government has no ability to help the economy by helping us to create jobs.

--Mr. Brown stated that the county has been storing vehicles here for years (although it was not clear exactly where these vehicles are stored). He questioned who would be liable if a tree were to fall across one of the county's vehicles. Mr. Paul noted that there could be a vehicle in impound with county-wide impact, which would be covered under the Town's insurance. However, we would need to look into the issue if there are other county vehicles being kept on Town property. Ms. Williams will check on this. A brief discussion followed regarding what we get for our payment to the county budget.

--Mr. Brown noted that the school receives free Internet; however, it is very slow. It will cost the school \$300 per month to increase to high-speed. He questioned whether the Board could pursue free high-speed Internet for the school during contract negotiations with Time Warner Cable. Ms. Williams believes we already requested this, but TWC did not agree.

3. Unfinished Business

a) Strafford Regional Planning Commission Request for Letter of Support – Ms. Williams provided the Board with additional written information recently submitted by SRPC. No motion was made; therefore, no action will be taken.

4. Proposed CRF Expenditures

a) \$2150 Landfill Closure – This represents the invoice of Robert Saunders for required gas emission sampling. **Mr. Paul moved to approve the expenditure as submitted. Mr. Edwards seconded the motion, which passed 3-0.**

b) \$1450 Bridge Construction – This expenditure is for Peter Cooperdock's work at the North Wakefield Bridge site. **Mr. Paul moved to approve the expenditure as presented. Mr. Edwards seconded the motion, which passed 3-0.**

c) \$110,000 Bridge Construction – This is a partial payment to CLH for replacement of the culvert for the North Wakefield Road bridge. Mr. Edwards noted that the culvert looks great; however, the guardrails are in need of repair. Ms. Williams will have the Road Agent determine the cost of guardrail replacement. **Mr. Edwards moved to approve the expenditure as presented. Ms. Twombly seconded the motion.** Mr. Edwards suggested asking CLH about guardrail replacement. **The motion then passed 3-0.**

d) \$30,000 Town Hall Improvements – This expenditure is to WPI in order for them to make payments to Tier One Construction for the sprinkler system project. **Mr. Edwards moved to approve the expenditure as presented. Ms. Twombly seconded the motion.** The Board advised Mr. Brown that the system is mostly a wet system. **The motion then passed 3-0.**

e) \$5000 Town Hall Improvements – This represents the final payment to K&M Generators for the new generator at Town Hall. Ms. Williams advised that the system will test itself every Saturday at 2 p.m. **Mr. Edwards moved to approve the expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

6. Correspondence

a) Richard Garon re: Effects of Fireworks on Lakes – Mr. Garon shares information with the Board and suggests the Board consider banning the lighting of fireworks over our lakes and rivers. Mr. Paul suggests it would be better to send a letter to the various lake associations and AWWA to encourage them to promote education, rather than the Town creating an unenforceable regulation on fireworks. Mr. Edwards does not believe that fireworks have caused the current bacteria problem on Province Lake.

b) Jim Miller re: TWC Contract – Mr. Miller suggests it is time for TWC to address the new contract, or the Board should determine whether other cable providers are interested in coming to Wakefield. The Board is in agreement that it is time for TWC to get moving on this contract. Ms. Williams noted that letters had previously gone out to various cable providers, without any interest being expressed. Ms. Williams' last communication with Attorney Miller was in mid-June. She will communicate with her again and will mention the proposal of free high-speed internet for the school at that time. Mr. Miller noted that when the Town originally contacted other cable companies, we did not have a satisfactory contract to "shop." The Town now has that, so we may have more interest expressed. He stressed that months have gone by without our even receiving comments or objections from TWC. Mr. Edwards noted that we are also trying to run an organization without funds. We need to start receiving franchise fees.

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

8. Administrative Matters

a) Liaison Reports – **Ms. Twombly:** At the recent Scenic Byways meeting, a list of all historic sites in Wakefield (and Milton and Milton Mills) was presented. This information will be put on maps. The Cemetery Association will also do an overlay of the cemetery locations. The Heritage Commission is still preparing for their August 10 celebration.

The GWRC intends to establish raised gardens for the seniors to plant as they would like. Their secretary also does craft projects with the seniors. The Planning Board has been reviewing recommendations made by Forrest Bell regarding stormwater management. Ms. Twombly attended the recent meeting at Province Lake. The lake is back open! There was much discussion regarding the various vegetation growing around the lake.

Mr. Edwards: The Police Department is offering self-defense classes for women. Please refer to the web site for specific information. The Highway Department has been working on culverts on a number of roads. This included use of a rented pavement cutter. The crew also addressed a number of washouts, and work on the North Wakefield Bridge was completed. Calcium will be applied to dirt roads soon. They will also fix the risers on Witchtrot Road and will have the mower shortly. The Road Agent is considering purchase of a wood chipper rather than continuing to rent one. Longmeadow will sell the Town one for \$8500. The Road Agent believes it would get a lot of use. Rental cost is \$175 per day. Pros and cons to be considered. Ms. Williams will review the wording of the CRF to determine whether this would be an appropriate expenditure from that fund. Perhaps Longmeadow would be willing to put the rental fee paid over the next several weeks against the purchase, if such a purchase were made within a reasonable time frame. Parks & Rec will meet tomorrow night and will discuss the status of the fireworks fund.

b) Selectmen's Letter of Appreciation – It was agreed to send this month's letter to Wayne Robinson in appreciation of the fireworks display.

c) Administrative Update

--The Town Clerk has been investigating use of credit cards for both on-line and over-the-counter transactions. All associated charges would be paid by the customer. Mr. Paul asked whether other departments would have use of this system. Ms. Ward (stepping away from the camera) stated that this system would accept all credit cards. Other towns do have the Town Clerk's office collect funds for other departments. However, additional machines can be obtained. The cost of each machine is \$80, plus \$60/year in support. The program is PCI compliant—very secure. If the Selectmen approve, we could be up and running within 2 weeks. The program allows for a Treasurer's report to be printed on a daily, weekly, monthly and yearly basis. Ms. Williams stated it would be best to start with just the Town Clerk's office, and then expand as reasonable. Ms. Twombly questioned who would be liable if a card is used by an unauthorized user. Ms. Ward had not asked that question. She did note, however, that 5 hours of training would be included. **Mr. Edwards moved to approve the IBC Web Service Agreement, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

--Ms. Williams questioned the status of the salt shed project. Mr. Edwards advised he is communication with the Road Agent regarding this project. Discussion followed regarding the effects of salt on concrete and whether the structure should be all wood. More to come at the next meeting.

d) Building Permit Releases – None forthcoming.

e) Payment Manifests – Ms. Twombly moved to approve AP #32 in the amount of \$714,057.30. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Edwards moved to approve PR #16 in the amount of \$63,394.19. Mr. Paul seconded the motion, which passed 3-0.

f) Health Officer – Mr. Paul moved to execute the Health Officer Appointment form, to recommend the appointment of Nathan Fogg as Health Officer. Mr. Edwards seconded the motion, which passed 3-0.

g) Inspection Station – It is time to renew our inspection station license. Ms. Twombly moved to authorize Kenneth Paul to execute the renewal for our inspection station, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

h) Minutes – Mr. Edwards moved to approve the minutes of July 10 and 15, 2013, as presented. Ms. Twombly seconded the motion, which passed 3-0.

i) Other – Mr. Miller referred to a previous discussion regarding people living in garages. He personally was taken aback that he would need a second permit for his garage when he already has a permit to build a house. He referred to rules on top of rules. Mr. Miller understands the issues of building a garage first, then living in it, as well as the process for a Certificate of Occupancy. Mr. Edwards clarified that when Mr. Miller obtained the building permit for his house, he did not indicate that he would be building a garage. Mr. Edwards stated that a permit is required, in part, so that the Assessing Department is made aware of the structure being built. No “double” permit is required if applying to build a house and a garage at the same time.

Mr. Miller expressed concern that we should not make rules for the masses based on the issues of the few. According to Mr. Miller, the new Building Inspector has not been very flexible. Because the former Building Inspector was not allowed to work out the duration of his notice, Mr. Miller has had to completely re-do his plans, which has caused a setback of both time and money. Mr. Miller believes the “rule of reasonableness” should be considered.

There being no further business, the meeting adjourned at 8:03 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly