

**Board of Selectmen
April 25, 2012**

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

Mr. Paul called the posted meeting to order at 6:30 p.m. **Mr. Kasprzyk moved to enter Non Public Session under RSA 91-A:3, II (a) & (b). Mr. Edwards seconded the motion. Roll call vote: Mr. Kasprzyk – ‘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 7:03 p.m., at which time Mr. Paul led those present in the Pledge of Allegiance. Those present included: Howie Knight; Dave Schweitzer; Janet Miller; Tom Beeler, *The Granite State News*; Fred Clough; Connie Twombly; Pam Judge; Relf Fogg; Ed Comeau (videotaping); Becki Keating; Judy Nason; Jan Gagnon; Steve Brown; Robbie Bevard; and Ruben Knisley.

1. Appointments

a) Wakefield Food Pantry – Mr. Knight and Mr. Schweitzer presented the Board with a check for \$1.00 in payment of the 99-year lease of land on which the new food pantry will be located. They are kicking off a campaign to raise \$50,000, and they have a donor willing to contribute \$2 for each dollar raised. The State of NH has issued a driveway permit. On behalf of the Food Pantry, Mr. Schweitzer requested that any building permit fees (up to \$1,000) be waived for this project. **Mr. Kasprzyk moved to waive all local permit fees associated with this project. Mr. Edwards seconded the motion, which passed 3-0.**

Mr. Kasprzyk advised that the setbacks have been marked, as have the trees to be cut. It is possible that the Highway Department could cut the trees in order to save money; however, a local logger is willing to do the job by the end of May. According to Mr. Kasprzyk, if we just remove trees to construct the building, we do not need a logging permit. However, we should probably put the project out to bid. If the bids were due by the next Selectmen’s meeting, the project could commence within a week following that meeting. Ms. Miller stated they expect estimates for construction from 3 companies, and a meeting is scheduled with the Planning Board in mid-May. Stumping will need to be accomplished, perhaps by a volunteer. The Board did not believe stumping should be done using Highway Department equipment. Ms. Williams advised there is not enough time to publish a bid solicitation and to receive bids back before the May 9 meeting. Instead bids will be considered at the May 23 meeting.

b) Fred Clough, Road Agent – Mr. Clough stated that he has discussed the condition of the existing 10-wheeler with the Town’s 2 mechanics. The truck can likely be fixed over the summer, with the understanding the truck will only be used in the winter. We could then seek funds at the 2013 Town Meeting for a new truck. Mr. Kasprzyk asked whether there is any merit to changing routes so that this truck is not driving so far. Mr. Clough agreed that would be possible. Mr. Edwards asked for an estimated cost of repairs. Mr. Clough does not yet have that information. Mr. Paul questioned whether the frame work would need to be certified. Mr. Clough will check with the mechanics.

Mr. Kasprzyk noted that a suggestion has been made to lease the new pickup truck, rather than purchase it. That might leave enough funds to purchase a 10-wheeler. Ms. Williams stressed that we have ordered the pickup based upon a purchase, rather than a lease. Mr. Edwards would be in favor of repairing the existing 10-wheeler, as long as it can be done at a low cost, so that we are not throwing good money after bad.

Mr. Paul requested that Mr. Clough provide the Board with an estimate for repairs. Mr. Kasprzyk suggested that we also look into the cost of repossessed trucks. Mr. Paul asked whether there is any value to the existing truck. Mr. Clough will investigate. He noted that if a used vehicle is found, they would need to send out the vehicles to change over the equipment. Mr. Kasprzyk wondered whether it would be worth installing a regular sander on the back of the repaired truck and dedicate it to sanding, even after the purchase of a replacement truck. Food for thought.

Mr. Clough had previously supplied a schedule for summer work to the Board. Mr. Paul noted that the referenced work on Leighton Corner Road should be changed to Heath Road.

c) Pam Judge re: Canal Road Bridge – Ms. Judge stated that she is representing the Heritage Commission and is requesting that the Board of Selectmen submit a letter of support to have the canal and bridge placed on the National Register of Historic Places. As the bridge is owned by both Wakefield and Acton, letters from each town will be required. Both the State of Maine and the State of New Hampshire will need to support this effort regarding the canal. Acton is not yet a CLG community; however, Washington has indicated the project could still qualify for CLG funding. This project would be a national example of 2 towns and 2 states working together to preserve an historic site.

Discussion followed as to potential limitations when utilizing CLG funds. Ms. Judge advised there would be no restrictions in this case; however, it would require a Section 106 review in any case. **Mr. Kasprzyk moved to provide a letter of support of this project. Mr. Edwards seconded the motion.** Mr. Paul questioned whether the Town would be able to install another deck over the existing bridge. Ms. Judge stated the Section 106 review would determine whether that would be appropriate. **The motion then passed 3-0.**

d) Donna Cheever re: Earth Day at Transfer Station – Ms. Cheever was not present.

2. Unscheduled Matters/Public Comment #1

--Mr. Brown reminded all that the Bruins need support this evening ☺

3. Unfinished Business – None scheduled.

4. New Business

a) Safe Route to Schools – Ms. Williams advised that the committee would like to submit a grant application for startup fees for this project. This is a 100% funded grant in the amount of \$4990 and would be used for such things as painting of existing crosswalks, provision of bicycle helmets, a bike rodeo, incentives for walking/biking to school, installation of a solar speed zone on Forest Street, as well as more signage. Mr. Kasprzyk noted that the cost of upkeep of the crosswalks and sidewalks would be the Town's responsibility. He questioned whether the Town would be required to maintain the sidewalks. Ms. Williams advised there is no such requirement at this point. However, once the travel plan is in place, if the project is funded, there may be strings attached. **Mr. Kasprzyk moved to execute the grant application as presented, under RSA 31:95-b Unanticipated Funds. Mr. Paul seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures – None scheduled.

6. Correspondence

a) Attorney Don Whittum – In two letters, Attorney Whittum expresses concerns of his clients regarding the Town Beach and the skate park. Although the Parks & Rec Director has seen both letters, the Parks & Rec Commission has not yet had an opportunity to discuss these issues. Discussion followed regarding possible avenues to pursue. Mr. Paul would like to allow time for the Parks & Rec Commission to consider these issues and make recommendations to the Board of Selectmen. Mr. Edwards questioned why the skate park was not originally located behind the existing Parks & Rec building. Mr. Kasprzyk referred to the historic significance of Turntable Park. The site of the old tennis courts in Forest Hills was suggested as an alternative location for the skate park.

7. Unscheduled Matters/Public Comment #2

--Robert Bevard asked whether the Board accepted the recommendations for membership of the recently established Agricultural Commission. Ms. Williams stressed that per the warrant article, the Commission may have only 3 members and 2 alternates. Per the RSA, members of the Planning Board and/or Board of Selectmen "may" be members (not "shall"). Mr. Bevard and Ms. Williams will discuss the membership in more detail prior to making a recommendation to the Board of Selectmen.

--Mr. Fogg requested that a schedule of events to be aired appear on the PEG channel. Ms. Williams stated that the schedule will appear on the web site, once the schedule has been approved. Both the Station Coordinator and the Assistant Station Coordinator have been unavailable recently. Mr. Fogg noted that many residents do not have Internet access; therefore, the schedule should appear on the PEG channel. He questioned whether a petition asking the Selectmen to air this information was necessary. It was agreed that no petition is necessary, and the schedule will be aired when finalized.

8. Administrative Matters

a) Liaison Reports – **Mr. Edwards:** The School Board had a presentation from Café Services, as they are looking to privatize those services. The current staff will not necessarily lose their jobs. The Parks & Rec Commission has conducted several interviews for summer camp counselors, and has several more to conduct. Much to Mr. Edwards' surprise, there was no ZBA meeting! However, he did have an opportunity to sit in on a CPR course.

b) Selectmen's Letter of Appreciation – Mr. Edwards stated that it is a good idea to send these letters; however, it seems to him as though the Board members look for someone to send it to, rather than deciding to send a letter when action warrants same. Mr. Paul believes a letter goes a long way. Mr. Edwards noted it might be more appreciated if it came "out of the blue" rather than being something to be sent out at a particular time each month. He would expect the Town Administrator to advise the Board when a staff member is deserving of a letter. Mr. Paul believes the monthly letter recognizes and encourages community spirit and volunteerism. Ms. Twombly believes that this practice is wonderful and should be continued every month and noted that so many people in town do so much. She looks forward to reading the minutes to see who was chosen to receive the letter each month. Mr. Paul suggested this month's letter be sent to Mary Richards. The Board agreed by consensus.

c) Administrator's Update

--The Board executed the certificate for Graham Kasprzyk, who is attaining the rank of Eagle Scout. Mr. Kasprzyk will attend the ceremony on May 6; however, it is his son receiving the honors. Therefore, Mr. Edwards will try to attend in order to present the certificate.

--The Cemetery Trustees have obtained their computer and software. Phil Twombly has worked hard on this project. (Thanks, Phil!) Mr. Kasprzyk expressed gratitude to Phil (and his able assistant Dennis Clough) for installing the new flag pole (donated by the Heritage Commission) at Jette Park.

--The Fire Chief has recommended that the Board approve appointing Andrew Perkins, Jason Behrens, Peter Pszonowsky and Steve Petsche as Deputy Forest Fire Wardens for the coming year. **Mr. Paul moved to approve the Deputy Forest Fire Warden appointments as recommended. Mr. Kasprzyk seconded the motion, which passed 3-0.**

--The Auditors have prepared the MS-5 for the Board's review and signature. **Mr. Paul moved to execute the MS-5 as presented. Mr. Kasprzyk seconded the motion, which passed 3-0.**

--The Highway Safety Grant for the sobriety checkpoint is 100% funded and has been included in the budget under capital outlay. **Mr. Kasprzyk moved to approve the grant as presented. Mr. Paul seconded the motion.** Mr. Comeau stressed the importance of reviewing the 4th amendment prior to signing this document. A brief discussion followed regarding the worthiness of this effort, as well as publication of same. **The motion then passed 3-0.**

d) Building Permit Releases – Mr. Paul moved to approve the building permit release for Trabucco on Pinewood Shores. Mr. Kasprzyk seconded the motion, which passed 3-0.

e) Payment Manifests – Mr. Paul moved to approve the AP warrant in the amount of \$674,486.06. Mr. Kasprzyk seconded the motion, which passed 3-0.

f) Minutes – Mr. Kasprzyk moved to approve the minutes of April 11, 2012, as presented. Mr. Edwards seconded the motion, which passed 3-0.

There being no further business, the meeting adjourned at 8:20 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Peter M. Kasprzyk

Richard C. Edwards