

**Board of Selectmen
December 12, 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 p.m. **Mr. Kasprzyk moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Kasprzyk – ‘aye’; Mr. Edwards – ‘aye’; Mr. Paul – ‘aye’. The motion passed 3-0, 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 recess. He called the meeting back to order at 7:05 p.m. and led those present in the Pledge of Allegiance. Those present at this time included: John Fournier; Steve Brown; Tom Beeler, *The Granite State News*; Ed Comeau (videotaping); and Jerry O’Connor (videotaping).

1. Appointments

a) John Fournier – Mr. Fournier noted that his problems with the Town started 10-11 years ago, with issues relating to the location of his property and home in Wakefield vs. Middleton. Mr. Fournier announced he is moving to Maine, but he intends to “free” his home from Wakefield. When he is in Maine, he will request that Susan Collins put him in contact with the appropriate individual to enforce a particular statute (he handed printed information to each member of the Board).

Mr. Edwards hates to see anyone leaving Wakefield. Mr. Kasprzyk asked whether Mr. Fournier voted in Wakefield within the past several years. Mr. Fournier stated he is not registered to vote anywhere right now; however, he previously voted in the Town of Wakefield—the only place he could do so.

Mr. Paul wondered whether the Board wants to include money in the 2013 budget to survey the line in question. If the Town goes to Court, the Town should have its own survey. Mr. Kasprzyk noted that Mr. Fournier’s survey was prepared by a reputable surveyor; however, there are various ways to interpret information used in that survey. Mr. Edwards noted that tax maps often do not match a survey. Mr. Kasprzyk stressed that the tax maps are not intended for that purpose, rather they are for assessment purposes only, and are clearly marked as such. Mr. Paul shared an overview of the area in question as depicted on the Town’s Maps Online program.

Mr. Kasprzyk asked whether the Town of Middleton recognizes Mr. Fournier’s survey as being accurate. Mr. Fournier answered that they will when it goes to Court. Mr. Fournier remembers the Town’s estimate to have a survey done was for \$17,000 (to do the entire Wakefield/Middleton line). Mr. Kasprzyk suggested including a warrant article to see if the townspeople want to survey that line. Mr. Fournier noted that Richard Sager has threatened him for the last time. Only 1 marker of the 3-mile line is not agreed upon—the marker that puts John Fournier’s house in Middleton. Mr. Edwards questioned whether there are funds available should this matter go to Court. Mr. Paul referred to the legal line, which is a gamble every year. Mr. Edwards questioned what the issue is, from Wakefield’s perspective. Mr. Paul referred to the process that would be necessary to resolve the issue; however, neither Town involved has wanted to spend the funds necessary to address it.

Mr. Fournier stated that Richard Sager wants to keep Mr. Fournier under his thumb. Mr. Kasprzyk does not understand the bend in Mr. Fournier's survey. Mr. Fournier advised there are no straight lines in New Hampshire. Cartographics wants to have straight lines because it would be more convenient for them. Mr. Edwards questioned why Mr. Fournier does not want to be in Wakefield. Mr. Kasprzyk believes it is a zoning issue, because of Mr. Fournier's vehicles. Mr. Paul also believes there is the issue of assessments. Mr. Fournier stated that the Town has made everything he has tried to do difficult. He did the survey at the request of Cindy Bickford, but the Town did not like his survey. Mr. Paul noted there is only a short amount of time for the Board to decide if it wants to pursue appropriation of funds for a survey.

Mr. Fournier stated that he probably has the only tax card in Town with 2 lots. Mr. Kasprzyk noted that Mr. Fournier has several times referred to the opinion of Nate Fogg, who is not a licensed land surveyor.

2. Unscheduled Matters/Public Comment

--Steve Brown asked about warrant articles. Ms. Williams noted that petitioned warrant articles are due January 8.

3. New Business

a) Encumbrance of 2012 Funds – Ms. Williams has received only one request, and it is from the Heritage Commission to encumber \$2000 for the Historical Resources Chapter of the Master Plan. The Commission has a contract for this work with Elizabeth Durfee Hengen, which work is to be completed by May 31, 2013. **Mr. Kasprzyk moved to encumber \$2000 on behalf of the Heritage Commission for the contract with Elizabeth Durfee Hengen, as requested. Mr. Paul seconded the motion, which passed 3-0.**

A brief discussion followed regarding the generator for Town Hall. Mr. Kasprzyk referred to the oil shed for the Transfer Station. He noted it is getting late in the year and Warren Winn wants to hold off until 2013. No encumbrance is necessary as those funds will come from the appropriate capital reserve fund.

The cost of the generator will need to be reimbursed to the General Fund from the capital reserve fund. Mr. Paul would like to find enough money in the 2012 budget to do some of the prep work for installation of the generator. Ms. Williams has tried but is not having success in this regard.

b) Readoption of GASB 54 – Ms. Williams advised that the Fund Balance Policy must be adopted by the Board every year. No changes have been made from last year's information. **Mr. Paul moved to adopt the Fund Balance Policy relating to GASB 54 as presented. Mr. Kasprzyk seconded the motion, which passed 3-0.**

c) Investment Policy – Ms. Williams noted that this policy must also be adopted every year. The Trustees of the Trust Funds have reviewed this policy and have made some minor changes relating to management and deposits. The Trustees will also vote to adopt this policy. **Mr. Paul moved to adopt the Investment Policy as presented. Mr. Kasprzyk seconded the motion, which passed 3-0.**

d) Shenanigans Restaurant Letter of Support – Prior to granting the appropriate license to Shananigans Restaurant, the NH Liquor Commission requires that the Town of Wakefield submit a letter supporting that establishment's hosting karaoke on Wednesday evenings. As the Board members had no objections, a letter will be drafted for signature.

5. Proposed CRF Expenditures – None forthcoming.

6. Correspondence

a) Dan Davis – Mr. Davis shared photos of a pile of rocks that has materialized near the Lovell Lake Dam and has requested that the pile be removed. Parks & Rec will be asked to address this issue.

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

8. Administrative Matters

a) Liaison Reports – **Mr. Kasprzyk**: The Conservation Commission is still working to determine how to handle the easement on Union Meadows. The new mechanic from the Highway Department met with the Vehicle Maintenance Committee, but he has not had time for a thorough evaluation. He will view the Wolfeboro facility with Tim Eldgridge. The Committee was told by the School Board that they have 4 extra buses (2 small, 2 large). Perhaps those buses could be used if work is being done on one of the regular buses. The next Vehicle Maintenance Committee meeting will be held on February 5 at 4 p.m. at the Public Safety Building. The Heritage Commission has been very busy on many projects. They would like to find out about expanding the insurance coverage from Turntable Park to Route 16. They hope to get a railcar parked at Turntable Park, and they plan to work with Parks & Rec to replace the existing fence with something more historically appropriate.

Mr. Edwards: Planning Board discussed 8 new zoning amendments, for which there will be a public hearing on December 20. A change was made the Route 16 project to refer to it as an "overlay" rather than an "amendment." The Board approached the Budget Committee with a recommendation to increase the professional services and clerical lines, which recommendation was approved by the Budget Committee. Parks & Rec had a great Santa Breakfast, netting over \$3000. This money goes to pay for the July fireworks display. Basketball is off to a great start, and Parks & Rec is looking for volunteers to operate the scoreboard. They are also beginning discussions for Pride Day 2013, so contact them with ideas. A Shriner marching band is expected to participate in the parade. The ski program is full, with a waiting list. The tree-lighting ceremony had great reviews. Bids for the work on the Siemon Field are being discussed. The Food Pantry's last day at its current location is December 27.

b) Administrator's Update

--Ms. Williams advised that we seem to have a ventilation issue when oil is delivered and questioned who would be appropriate to call to address this. Mr. Paul suggested calling our provider, DF Richard, who might be willing to send out a technician on the next trip.

--The Town Hall Improvement CRF includes \$35,000 for the sprinkler system and \$19,000 for the generator. That will leave a balance of approximately \$3800. Does the Board wish to commit any portion of that \$3800 to the current project in the Opera House? Mr. Kasprzyk expressed caution in discussing any bid numbers in public session. Mr. Paul suggested expending the entire balance of the CRF.

Mr. Kasprzyk suggested use of \$34,000 for the sprinkler system/opera house project, leaving \$4000 to install the concrete pad for the generator. Ms. Williams noted we could use the \$35,000 for the project, as originally planned, and use another \$3000 to install fuel lines for the generator. Mr. Paul stated we will have a better grasp on numbers when the bids are opened on December 19. He would like to see the Opera House work complete prior to Deliberative Session. The Board agreed by consensus to contribute up to \$38,000 to the sprinkler system/opera house project, if required.

--Town Web Site: Ms. Williams has shared information received from E-Host & Design. Mr. Paul noted that Virtual Town Hall only does web sites and allows each department to update their own information. Mr. Kasprzyk added that the program is familiar to many users as many towns use this product. Mr. Edwards stated that E-Host only does web sites as well; however, he is willing to rely on the opinion of the other Board members. Mr. Paul stated that E-Host was not able to supply a budget number for second year maintenance. The Board agreed by consensus to pursue use of Virtual Town Hall.

Mr. Paul asked Ms. Williams about the process for the sprinkler system/opera house project. The bids will be opened on December 19, and a meeting between Ms. Williams, Mr. Paul, WPI and the architect will take place on Friday, December 21, at 2:30 or 3 p.m. Mr. Kasprzyk suggested contacting the Paul School to determine the availability of the multipurpose room for Deliberative Session, should the need arise. Mr. Paul agreed that was a good idea.

c) Building Permit Releases – None forthcoming.

d) Payment Manifests – Mr. Paul moved to approve AP #39 in the amount of \$1,632,614.08, as presented. Mr. Kasprzyk seconded the motion, which passed 3-0.

Mr. Edwards moved to approve the Payroll Warrant #27 in the amount of \$73,188.44, as presented. Mr. Paul seconded the motion, which passed 3-0.

Mr. Kasprzyk referred to Board members being contacted when there are problems with Town Hall after hours. However, the Board members do not have access to all necessary keys. Discussed the Knox Box on the premises, to which only the Fire Department has access. Perhaps a regular lock box of keys should be considered for the Selectmen's office. This should include a list of service contractors. Ms. Williams will pursue this.

e) Minutes – Mr. Kasprzyk moved to accept the minutes of November 14, 2012, as corrected, and the minutes of November 28, 2012, as presented. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Paul announced that the next Selectmen's meeting would be held on December 19 at 4 p.m., and there will be no meeting on December 26. Mr. Kasprzyk referred to the petition received at the last meeting regarding having the Marsh Road/Union Meadows purchase on the Town warrant. Since one of the petitioners is present, Mr. Kasprzyk suggested that the petitioner might want to contact the signers of that petition to see if they wanted to reconsider based on the fact that the Conservation Commission has spent over \$20,000 to date on this project. Otherwise, someone else will surely benefit from the money the Conservation Commission has spent.

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There being no further business, the meeting adjourned at 8:08 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Peter M. Kasprzyk

Richard C. Edwards