

**Board of Selectmen
March 12, 2014**

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

Also present were: Ed Comeau (videotaping); Jim Miller; Pam Wiggin; Donna Martin (videotaping); and Tom Beeler, *The Granite State News*.

Mr. Paul called the posted meeting to order at 7:04 p.m. and led those present in the Pledge of Allegiance.

1. Appointments

a) Pam Wiggin, Heritage Commission – Ms. Wiggin advised that she has been in communication with DRED, DHR and DOT regarding the Town's potential acquisition of the Sanbornville freight house from PSNH. A joint meeting with all parties involved is now scheduled for April 3. Ms. Wiggin will be providing photos, detailed plans, etc. PSNH will provide a letter indicating their willingness to donate the building to the Town. At this point there is no confirmation of what, if anything, PSNH will contribute financially. Craig Farley is willing to oversee a group of volunteers to remove the addition to the building prior to its being moved. Ms. Wiggin asked whether the Board members support moving the building to Turntable Park and securing it until such time as the funds are available to have a slab poured, etc. She noted she has not found any information regarding the underground tank and added the Town would need to go through DOT. Ms. Wiggin would like to include this on the Required Project Report. Ms. Williams stated that the Highway Department will view the tank in the spring and determine whether we can fill it with sand.

Ms. Wiggin stated that the entire project will take longer than anticipated. The Building Inspector has advised that we will need a 4' frost wall and slab. After discussion, the Board members agreed it would be fine to move the building to Turntable Park, as long as it is secure, perhaps to include use of a silt fence.

2. Unscheduled Matters/Public Comment #1 – None forthcoming.

3. Unfinished Business – None forthcoming.

4. New Business – None scheduled.

5. Proposed CRF Expenditures – None scheduled.

6. Correspondence

a) Aquatic Control re: Balch Lake Milfoil Treatment – The Board has been given an opportunity to comment on this application. This project is done annually. A brief discussion followed regarding the treatment process.

7. Unscheduled Matters/Public Comment #2

--Mr. Miller applauded the work of the Heritage Commission. He then asked where the funds would come from to move the freight building and install a foundation. He was advised this would be accomplished through volunteers and donations and would not come from the taxpayers.

A brief discussion followed regarding the separate funds maintained by several commissions. Mr. Miller referred to the cost to fill the underground tank. Mr. Paul stated that if we can fill it with sand or gravel, it won't require much funding. However, if contaminants are involved, that would be another issue. The tank has been discussed before and needs to be addressed. Mr. Miller does not believe this was a budgeted item and wonders whether we will need to do without something that was included in the budget. Mr. Edwards expects that it will be a routine project for the Highway Department.

8. Administrative Matters

a) Selectmen's Letter of Appreciation – It was determined that the recipient discussed at the previous Selectmen's meeting had actually been the recipient of such a letter in December. [The recipient list has now been updated.] Therefore, it was agreed that the recipient would be Cheryl Labrie!

b) Administrator's Update

--We can finally dispose of the equipment stored at the Transfer Station. In a previous similar situation, the Town had auctioned the equipment. Various scenarios were discussed. The Board decided to seek sealed bids for the entire lot. This will be advertised, and a number of contractors will be personally notified. Mr. Miller volunteered to take photographs of the equipment for posting on the web site. All funds generated will go to the General Fund.

--Opera House painting: Until recently, the plan had been to delay this project until after the SCAMP play in April. However, the contractor has asked to come in from 5am – 2pm to accomplish the work this month. WPI is investigating the cost of window treatments. There are several very high windows (between the dormers). WPI is suggesting that those windows be painted on the inside (or perhaps a mirror would be used), then covered with sheetrock in order to blend in with the walls. From the outside one would still see the window, but it would be dark from the inside. WPI feels the windows are too high to "treat" and such a removable panel would be acceptable for use on an historic building. Funds would be paid by WPI to accomplish this, but since it is a Town building, the Board must approve. After a brief discussion, it was agreed that Ms. Williams would discuss this in more detail with Mr. Becker; however, she believes the proposal has much to do with the anticipated cost.

--The Board previously discussed plan for the Town forest. It was determined that a specific fund would need to be established at Town Meeting. Therefore, this project is on hold until next year.

--The warrant article for new accounting software passed! Ms. Williams was given permission to move forward with purchase of same.

--Ms. Williams has attended a class on the Affordable Health Care Act. The Town of Wakefield definitely meets the criteria for a small business. Therefore, no change is necessary in our benefit administration at this time; however, we may have to look at an additional tax in 2018.

--NHMA is looking for volunteers to serve on the legislative Policy Process panel. This would involve 3-5 meetings in April & May. The Board approved of Ms. Williams participating in this process.

--Several people have approached Ms. Williams regarding development of a Town Seal. She provided several examples of renderings of the Town Hall. Several years ago the Board discussed opening this project up to the public. Perhaps we will require professional assistance. Ms. Williams will do some more research.

c) Sewer Warrant 2013-2 – Mr. Edwards moved to approve the second Sewer Warrant for 2013 in the amount of \$18,626.14. Ms. Twombly seconded the motion, which passed 3-0.

d) Building Permit Releases – None forthcoming.

e) Payment Manifests – Mr. Edwards moved to approve AP #08 in the amount of \$702,257.27. Ms. Twombly seconded the motion, which passed 3-0.

f) Minutes – Mr. Edwards moved to approve the minutes of February 26, 2014, as presented. Mr. Paul seconded the motion, which passed 3-0.

Mr. Miller referred to the appropriation in the 2014 municipal budget for ClearViewTV. The Board is willing to expend at least a portion of that appropriation directly to ClearView. Mr. Miller will coordinate this with Ms. Williams.

Ms. Williams advised the Board that the auditors will be here next week. The Board executed the MS-232 (Budget of the Town as Voted) for submission to DRA.

There being no further business, the meeting adjourned at 7:55 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly