

**Board of Selectmen
January 8, 2014**

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

The posted meeting was called to order at 6 p.m. by Mr. Paul. Also present at this time was Police Chief Ken Fifield. The intent to enter Non Public Session in order to conduct performance evaluations was noted. **Mr. Edwards moved to adopt the new pay study, as updated and provided by Chief Fifield, as a guideline in awarding merit increases. Ms. Twombly seconded the motion, which passed 3-0.**

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 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 7 p.m. Those present at this time included: Tom Beeler, *The Granite State News*; Jim Miller; John Blackwood; Fred Clough, Road Agent; Ed Comeau (videotaping); and Donna Martin (videotaping). Ed Brown joined the session in progress.

1. Appointments – None scheduled.

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

3. Unfinished Business

a) Winter Sand Policy – Ms. Williams advised the Board that some contractors that plow private roads also sand private driveways (in some cases as a way to empty their trucks); other contractors want to have their dump trucks loaded in order for them to haul and stockpile the sand, rather than having their sanding trucks loaded; and other contractors sand only private and/or commercial driveways or parking lots. All indicate they have had access to the sand at the Town Highway Garage previous to this season. The Town is charging \$4 per yard for the sand.

At the request of the Board, Ms. Williams contacted other towns. No other towns (that responded to the request for information) allow private contractors to obtain sand at the Town facility. Several allow residents to get a limited number of buckets of sand per day. Mr. Paul stressed that we need to get through this season. Then we should separate an area for the public to access sand. Mr. Clough confirmed that it is often congested during a storm. Once the new salt shed is in place, we will be able to have a small place outside the shed for the public. Trucks are loaded only when the Highway Department is on site. If the screening is in operation, then screened sand is provided.

Mr. Edwards noted that the Town is not in the business to sell sand; however, it is in the business to care for Town roads. The reason for selling the sand is to stay within the State law. Mr. Edwards has no problem with that; however, he does not like the idea of a 10-wheeler getting loaded (unless that vehicle has a sander). The intent is to help private road associations have sanded roads. We need to stand up for our community regardless of what the State says. Ms. Williams noted that this current system is not stopping the issue of sand going where it should not. Mr. Edwards indicated that if a contractor wants to stockpile sand, he should not be purchasing it through the Town. He personally would have liked to have left the policy as it was; however, that apparently was against the law. Mr. Edwards really believes that a contractor should come in with a sander.

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If he is coming in with a 10-wheeler, he would not necessarily have to use it to treat roads within the community. Mr. Edwards does not want to see the system abused. Mr. Blackwood stated his belief that it does not matter what other towns do.

Ms. Williams has no problem with providing sand; she is just trying to clean up the procedure. Mr. Edwards reiterated that the Highway Department does not need the added headache of loading 10-wheelers, and should only be loading vehicles with sanders. Mr. Paul noted that this procedure will be a work-in-progress. Mr. Blackwood stated that it helps the community to address private driveways. He added that no contractor is making a living by sanding driveways. Mr. Blackwood further noted that there must be more important issues for the Board to address. It was agreed that everyone is using more sand than usual this season.

The flow of traffic was discussed. Mr. Blackwood noted that pickup trucks should be redirected. All agreed it was acceptable to shovel sand directly into a truck rather than into a bucket. Mr. Clough stated that the policy has always been to provide contractors with sand for roads, not just for driveways. He does not believe we should be providing sand for a contractor with just a list of driveways. He added that some driveways on a list were in Acton. Mr. Paul suggested a limit of buckets of sand per day.

Mr. Edwards and Mr. Paul discussed stockpiling. Mr. Blackwood noted it does not make sense to send a 1-ton truck to Ossipee for sand. The Board agreed:

- Loading would occur at the Town's convenience only
- 10 5-gallon buckets (or its equivalent) for residents (to be loaded by the resident)
- Sanding trucks for private roads and/or driveways can be loaded (no 10-wheelers) but sand must stay in town
- Pickup trucks to load themselves (up to 50 gallons)

The policy can be revisited for next year. Usage will be charted. Ed Brown indicated that he does about 50 Wakefield driveways, plus 2 in Acton. He has always received sand at the Wakefield facility, and his pickup truck does have a sander.

b) Rocky Point Sewer Extension & Pump Station #1 Flooding Issues – CMA has submitted a proposal to address each issue separately. Ms. Williams has provided the Rocky Point residents with the relevant proposal. Understandably, those residents do not want to pay for engineering if it is unlikely they would be able to go forward with the extension. Ms. Williams discussed this with Mitch Locker at NH DES, who believed it would be likely our system could handle the extension. Ms. Williams had hoped to hear from the Rocky Point residents today; unfortunately, that did not happen. CMA would prefer to address both issues at the same time, if possible. Mr. Paul noted that the timing is not the best since Witchtrot Road was just repaved.

Regarding the proposal regarding flooding issue with pump station #1, Mr. Paul would recommend we move forward. **Mr. Paul moved to execute the proposal of CMA for Pump Station #1 Flooding Issues, as submitted. Ms. Twombly seconded the motion, which passed 3-0.** We will wait to hear from Rocky Point residents before accepting CMA's proposal for that project.

[Note: If that proposal is accepted, the cost would be paid directly by Rocky Point residents, although the contract would be between CMA and the Town of Wakefield.]

4. New Business

a) Fund Balance Policy – Ms. Williams advised that no changes have been made to this policy; however, in accordance with GASB, the Board must review/adopt the policy each year. **Mr. Edwards moved to accept the Fund Balance Policy as presented. Ms. Twombly seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures

a) \$333.23 Emergency Management CRF – This expense relates to replacement of a starter on the generator at the Public Safety Building. **Mr. Paul moved to authorize the \$333.23 expenditure from the Emergency Management CRF, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

6. Correspondence

a) DES re: Union Village Dam Spillway – DES has given Siemon Realty permission to remove the spillway. This information is provided for the Board's information only.

b) Wakefield Food Pantry – The Pantry has sent a letter of thanks for the Board's support, as well as a Certificate of Appreciation.

c) Troop 198 – The Board is invited to 3 ceremonies to honor 3 scouts achieving the rank of Eagle Scout. The dates are March 22 (for Devin Pearce); March 29 (for Dakota Waddington); and April 6 (for Jesse Dansereau). The Board will provide certificates and will consider attendance as time progresses.

d) Andrew Perkins Resignation – The Board accepted with regret Andrew's resignation as a FF/EMT, effective as of January 10, 2014.

7. Unscheduled Matters/Public Comment #2

--Mr. Miller is still reeling from the sand policy discussion. He noted that the biggest complaint about government is that it complicates things. Mr. Paul stated that it would have been easier to say that no one can have access to the Town's sand. Previous discussion was rehashed. Mr. Miller stressed that government should go slowly, adding that the Board should address one issue at a time, with research being done. Mr. Paul stated that the Board is trying to use common sense in regulating sand use. Mr. Miller indicated that the Board did not give the public an opportunity to chime in. Mr. Edwards stressed the issue was on the agenda and the public could have attended if they so desired.

8. Administrative Matters

--There are several outstanding warrant issues on which the Board must vote.

Accounting Software: The Board had approved a certain amount; however, the cost has increased slightly because of the maintenance fee. **Mr. Paul moved to approve \$20,030 for the new accounting software. Ms. Twombly seconded the motion, which passed 3-0.**

Parks & Rec Vehicle: Wayne Robinson has recommended reducing the appropriation to \$27,000, with which he plans to purchase a used vehicle. **Mr. Edwards moved to approve \$27,000 for the purchase of a vehicle for Parks & Rec. Ms. Twombly seconded the motion, which passed 3-0.**

Dissolution of Aquifer Protection and Town Cemetery CRF's: Town Counsel indicates that the Board should vote whether to support these articles. **Mr. Paul moved to recommend an article to dissolve the established Town Cemetery CRF. Ms. Twombly seconded the motion, which passed 3-0.**

Mr. Paul moved to recommend an article to dissolve the Aquifer Protection CRF. Ms. Twombly seconded the motion, which passed 3-0.

Default Budget: Ms. Williams has calculated the Default Budget at \$4,242,940, which is the 2013 Operating Budget adjusted by several factors. **Mr. Paul moved to recommend the Default Budget in the amount of \$4,242,940. Ms. Twombly seconded the motion, which passed 3-0.**

Transfer Station/Sewer Truck: Ms. Williams had investigated the possibility of using the Sewer Fund to purchase this vehicle. DRA indicates it is possible! That fund currently has a balance of approximately \$160,000. **Mr. Edwards moved to fund the warrant article for purchase of a truck for the Transfer Station and Sewer from the Sewer Fund. Ms. Twombly seconded the motion, which passed 3-0.**

Mr. Robinson would like to cut down the spruce tree next to the Annex, to be replaced with a younger tree. The Board agreed by consensus. If anyone has a tree to donate—just contact Parks & Rec!

b) Selectmen's Deed for TAP Redemption – The Board executed the deed for redemption of Tax Map 149, Lot 35.

c) Building Permit Releases – Mr. Paul moved to approve building permit releases for Bernier on Veazey Point Road and Plunkett on Desmond Drive. Mr. Edwards seconded the motion, which passed 3-0.

d) Payment Manifests – Mr. Edwards moved to approve Payroll Warrant #1 in the amount of \$64,496.11. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Edwards moved to approve AP #58 (for 2013) in the amount of \$62,354.96. Mr. Paul seconded the motion, which passed 3-0.

e) Minutes – Mr. Edwards moved to approve the minutes of December 11, 2013, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Paul moved to approve the minutes of December 30, 2013, as presented. Ms. Twombly seconded the motion, which passed 2-0-1.

There being no further business, the meeting adjourned at 8:10 p.m.

Respectfully submitted,
Toni Bodah, Secretary

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Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly