

**Board of Selectmen  
February 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: Jim Miller; Dave Tibbetts; Phil Twombly; Pam Wiggin; Ed Comeau (videotaping); Donna Martin (videotaping); and Tom Beeler, *The Granite State News*. Tom Dube joined the session in progress.

Mr. Paul called the posted meeting to order at 7:09 p.m., at which time he led all in the Pledge of Allegiance.

**1. Appointments**

**a) David Tibbetts, Sanbornville Water Precinct Commissioner** – Mr. Tibbetts provided the Board with budget information for 2012/2013, as well as draft 2014 budget information. The State of NH is concerned with the future of the Sanbornville Water Precinct. It is expected that Dean Giffin, the current licensed operator, will retire in 2 years. It is a distinct possibility that the Town will eventually take over the precinct. The voters of both entities would need to approve such a development. Should the Town take over the system, the cost to the users would likely increase. Mr. Edwards proposed that the current precinct hire an employee to operate the system, rather than the Town eventually paying someone to do the same.

Mr. Paul believes the Town will eventually take over the precinct, with the user fees being adjusted. This would likely require several layers of administration, whether done by the Town or the Precinct. He noted we are currently trying to get the Town's sewer information on GIS. Mr. Edwards stated that the Commissioners should be teaching someone now. Mr. Tibbetts emphasized the requirement of having a licensed operator. Mr. Edwards stressed the need to budget now to cover necessary training. Ms. Williams referred to the upcoming annual meeting of the precinct and suggested that a letter be mailed to all system users explaining that if no one steps forward, the rates will increase to cover the cost of a hired employee.

Mr. Tibbetts estimated for Mr. Edwards that such a position would require an average of 10 hours per week, unless an issue develops. It is basically a supervisory position. Mr. Edwards estimated a cost of \$15,000 to \$25,000 per year for such a position, which he believes could be found within the existing precinct budget. Mr. Tibbetts noted the precinct is still required to have 3 commissioners.

Mr. Paul indicated the current commissioners should be using the time available to develop an inventory of lines that have been replaced, anticipated line repair, etc. The charter will need to be reviewed to determine whether such an employee would need to reside within the precinct, as the commissioners are required to do.

Ms. Wiggin noted that every time a property transfers within the precinct, readings are required, often with little notice. Mr. Twombly noted the Selectmen have had discussion in the past about hiring a public works director to handle sewer, the transfer station and highway. Perhaps such an individual might be able to also supervise the water precinct.

It was agreed the Commissioners would actively seek an interested party to be trained. Ms. Twombly suggested that scheduling another meeting with the Commissioners for a Wednesday afternoon might be more convenient for Dean Giffin.

**b) Pam Wiggin & Phil Twombly, Heritage Commission** – Ms. Wiggin referred to the old freight house on Cosmar Drive owned by PSNH and which PSNH is considering having demolished. 3 members of the Heritage Commission, a Selectmen’s rep, the Town Administrator, both the public relations director and operations manager from PSNH, the Parks & Rec Director, Building Inspector and Code Enforcement Officer met on site to view the building. The project under consideration is the donation of the building from PSNH to the Town and movement of the building to Turntable Park. The Heritage Commission has voted in favor of this proposal. Ms. Wiggin provided a packet of information, including floor plan and photos. She has received an estimate of \$15,000 to remove the side addition and move the resulting original building to Turntable Park, and to include site work and a slab. Ms. Wiggin and Mr. Twombly are looking this evening for a decision from the Board as to whether it is in favor of this project. According to Ms. Wiggin, there would be no cost to the Town. The Commission would contribute some funds (from its “04” fund), with PSNH to contribute the remainder. This building would ultimately be a satellite exhibit, which might allow the Commission to move the Sanbornville artifacts from the Union building.

Mr. Paul asked whether any Town permitting or application is required. Ms. Wiggin advised this is being considered by the Building Inspector and the Code Enforcement Officer. Mr. Paul would like to see a site plan. In response to Mr. Edwards, Ms. Wiggin advised that the Heritage Commission would ultimately be responsible for the building. Ms. Wiggin hopes the Board will agree in concept, subject to assurance of required funding. She noted that the property to which they would like to relocate the building is actually leased through the State until 2017. We will need permission from the State to locate the building on that property, as well as confirmation that the current lease will be extended. Ms. Wiggin is working on this.

Mr. Paul has no problem with the concept; however, he would like to see a site plan. Ms. Wiggin referred to the old water tank on the leased property. This could create an issue if it does not get filled prior to the building being moved. The Board agreed by consensus to move forward with the project, subject to the conditions noted.

## **2. Unscheduled Matters/Public Comment #1**

--Mr. Miller believes the previously discussed project may be an issue for Planning Board. Mr. Paul agreed, noting we may have some leeway for a municipal project (not that we want to take advantage of that possibility). Ms. Wiggin noted that the Heritage Commission has always gone through the system as required by land use; however, the associated fees have been waived. She confirmed this project would not affect the existing basketball court at Turntable Park.

## **3. Unfinished Business** – None forthcoming.

**4. New Business**

**a) GWRC Leases** – The Board is required to approve all leases for space at the Greater Wakefield Resource Center. Three leases have been presented. **Mr. Edwards moved to approve leases between the GWRC and Abundant Harvest Family Church, Moose Mountain Regional Greenways/Acton Wakefield Watersheds Alliance and Gafney Library/GED Program, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

**b) Assistant Tax Collector** – Angie Casperonis is recommending the appointment of Kim Proulx as Assistant Tax Collector. Things did not work out with the previous assistant. **Mr. Edwards moved to appoint Kim Proulx as Assistant Tax Collector for an indefinite term, as recommended. Ms. Twombly seconded the motion, which passed 3-0.**

**5. Proposed CRF Expenditures** – None scheduled.

**6. Correspondence** – None scheduled.

**7. Unscheduled Matters/Public Comment #2**

--Mr. Comeau, as a Brookfield Planning Board member, referred to a public hearing scheduled in Middleton on February 13 regarding a possible golf course in that town.

--Mr. Miller noted he has begun interviews regarding the warrant articles. His goal is to have the interviews completed by the end of next week and to air the information on line and on TV for at least two weeks prior to voting.

**8. Administrative Matters**

**a) Administrator's Update**

--Ms. Williams read the list of candidates for Town offices. Mr. Miller referred to one candidate for the Board of Assessors currently being involved in a legal issue with the Town of Wakefield regarding property assessments, which suit has cost the Town over \$15,000. Mr. Miller wonders whether this situation could result in a legal difficulty. Mr. Paul stated that it might become necessary for that individual, if elected, to abstain from a number of decisions.

--Ms. Williams has been advised that Time Warner Cable has executed the new contract; however, we have not yet received our copy of that contract. Franchise fees may start coming as early as May.

--Ms. Williams wonders if any of the Board members wish to participate in the airing of the warrant articles on ClearView TV. The Board members are comfortable with the Town Administrator handling this and/or with relevant department heads participating as well.

--WPI met to open 3 bids received for Opera House painting. One bid was extremely low, one in the mid-range, and the third was high. It has been suggested that the work be postponed until after SCAMP's show (mid-April). WPI is waiting to hear whether the bidders are willing to hold their prices for a later project date.

--After expiration of the 3-year window, the Town can dispose of tax acquired property by auction or through the bid process. The Town currently has only one eligible property, and an auction was held this past year. The Board was in agreement that we can advertise this property in the paper and abutters will be notified.

**b) Building Permit Releases** – Mr. Paul moved to approve a building permit release for Retrosi on Shore Road. Ms. Twombly seconded the motion, which passed 3-0.

**c) Payment Manifests** – Mr. Edwards moved approve AP #4 in the amount of \$773,800.54. Ms. Twombly seconded the motion, which passed 3-0.

**d) Minutes** – Mr. Edwards moved to approve the minutes of January 22, 2014, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Ms. Twombly referred to an article provided by Bill Gaver regarding the Union Railroad Station open house held in December. She also suggested that the Town purchase the Town Moderator a new gavel. This will be discussed with the former Moderator.

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

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

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Kenneth S. Paul, Chairperson

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Richard C. Edwards

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Connie M. Twombly