

**Board of Selectmen
August 13, 2014**

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

Mr. Paul called the posted meeting to order at 6:15 p.m. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a). Ms. Twombley seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Ms. Twombley – ‘aye’; Mr. Paul – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 7:10 p.m., at which time Mr. Paul led all in the Pledge of Allegiance. Those present at this time included: Middleton Board of Selectmen Joe Bailey, Mike Schwarz and Jon Hotchkiss; Laura Parker; Ed Comeau (videotaping); Tom Beeler, *The Granite State News*; and Donna Martin (videotaping). Dave Tibbetts joined the session in progress.

1. Appointments

a) Middleton Board of Selectmen re: Property of John Fournier – Mr. Paul referred to the perambulation of the Middleton/Wakefield town line that was done a number of years ago. Mr. Paul shared his belief that a survey of the line should be accomplished. Mr. Hotchkiss referred to a prior Court case between Mr. Fournier and the Town of Wakefield, in which the Town of Wakefield prevailed. Mr. Schwarz shared an aerial view of the county line, which is also the Middleton/Wakefield line. Mr. Hotchkiss referred to the number of other properties that would be affected should it be decided that the town line, as established, is inaccurate. The Middleton Board members confirmed that they are satisfied with the previous Court decision (that Mr. Fournier’s property is in Wakefield) and that no change be made in the established line.

Mr. Edwards stated that we should expect to start spending money again, since we expect Mr. Fournier to bring us back to Court. He added that the State recommended the surveyor used by Mr. Fournier, so there is no sense in doing another survey. Ms. Schwarz referred to 200 years of history, noting the property has been considered to be in Wakefield for a long time. He sees no advantage to Mr. Fournier in having the property designated as being in Middleton.

Mr. Beeler suggested that Carroll and Strafford Counties be contacted since the Town line is the same as the County line.

Ms. Twombley does not see sense in spending money on a survey at this point. Perhaps it would be best if the issue goes back to the Court. Mr. Paul noted he had originally thought it would be better to spend money on a survey rather than on Court costs; but it might likely wind up in Court in any event. The Middleton Board members reiterated that they are standing by the Court’s previous decision. Mr. Edwards stated that both Boards should stand together. All agreed it may be worthwhile to contact each county to determine what they have for information. It was agreed by consensus to stand by the previous Court ruling.

Mr. Hotchkiss thanked all involved for assistance with the Union Grange rehabilitation.

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

3. Unfinished Business

a) Marsh Road Turn Around – NH Fish & Game will grant permission for the Town to create a turn around, with certain conditions. This is merely a case of the Town utilizing this property, not purchasing same. **Mr. Paul moved to accept the conditions as presented by NH Fish & Game in order for the Town to create a turn around on Marsh Road. Ms. Twombly seconded the motion, which passed 3-0.**

b) Town Seal - Ms. Williams shared final renditions received from Judy Brenner. Additionally, Jim Miller has presented computer generated ideas for a Town seal. It was ultimately decided to post two renderings on the Town's web site, asking individuals to either vote for one seal or the other, or to submit their own suggestions. Hopefully, this can be finalized prior to year-end.

c) Redemption of TAP Map 182, Lot 14 – We have received \$18,000 to redeem this property, as previously approved by the Board. The Board executed the Selectmen's Deed prepared by Town Counsel.

4. New Business

a) Bids for Sale of 2001 F350 – One bid was received for this vehicle. **Mr. Paul moved to accept the bid of \$825 from Raymond Sanborn for the 2001 F350. Ms. Twombly seconded the motion, which passed 3-0.**

b) Bids for Town Hall Fire Alarm Phase 2 – Ms. Williams explained that Phase 2 includes work on the main level that was removed from work done in 2013 due to lack of funds. Three bids were received as follows:

Daniels Electric - \$13,800

Active Fire Alarm - \$24,582.50

Hackworth Fire & Security - \$4795

There was much discussion as to whether all bids included the cost to tie the elevator lobby recall smoke detectors into the main alarm system. It was decided that Ms. Williams will contact each bidder to confirm what each bids includes, and this issue will be reviewed again at the next meeting.

c) Bids for Salt Winter 2014/2015 – The Road Agent solicited 2 quotes for salt: Granite State Minerals at \$56.41/ton, and Morton Salt, also at \$56.41/ton. The Town has contracted for the last several years with Morton, while Granite State has the bid for the State of NH. **Mr. Edwards moved to accept the bid of Morton Salt for the 2014/2015 season, at \$56.41/ton. Ms. Twombly seconded the motion, which passed 3-0.**

d) Use of Opera House Balcony for Special Event – WPI is seeking permission to use the balcony for an event on September 13. The Fire Chief has indicated he may need to change the capacity figure for the main floor. If WPI installs posts as recommended by the structural engineer, and the engineer inspects and approves same, then the Fire Chief will approve use of the balcony for 49 people. The Board members will support whatever the Fire Chief approves for this event.

e) Road Opening Permits – Sanbornville Water Precinct – Mr. Tibbetts, Water Commissioner, indicated that the big issue with these permits is the bond requirement. He noted that the State of NH does not require a bond from the Sanbornville Water Precinct. Mr. Paul believes that several years ago the Precinct indicated that it would cover work done by contractors through its own bond, if necessary. Mr. Tibbetts noted that the Precinct had intended to pave Rines Road; however, the Town indicated that it would be digging up and rebuilding that road. Mr. Tibbetts then provided information about the project at Paul School/Taylor Way.

Ms. Twombly noted that the municipal budget season is about to start and stressed the importance of having a Sanbornville Water Precinct representative in attendance at those meetings. **Ms. Twombly moved to approve 2 Road Opening Permits for the Sanbornville Water Precinct, as presented, waiving the bond requirement. Mr. Edwards seconded the motion, which passed 3-0.** Mr. Paul noted that the Road Agent should oversee the work being done.

f) NH DOT Proposed Warning Sign Upgrade – NH DOT has proposed a warning sign upgrade. Police Chief Fifield is in full support of this project. The Board executed a letter of support to NH DOT for this project.

g) NH DOT Driveway Permit Update – DOT requires that the Town update its driveway permit for Access Road as part of the plan presented to the Planning Board. Mr. Paul executed the driveway permit application as presented.

h) CAI Contracts – CAI has submitted contract renewals for tax map maintenance, street numbering and GPS data collection. The cost for tax map maintenance has increased by \$270; all other costs remain the same. **Mr. Paul moved to renew the contracts with CAI, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures – Although there were no new requests for the Board to consider, the Board did execute forms so that Lovell Lake and Pine River Pond could be paid approved funds for their individual lake host programs.

6. Correspondence

a) NH DOT Highway Block Grant – DOT has estimated that the Town of Wakefield can expect to receive \$117,116.13 for FY2015.

b) NH Dept of Revenue Admin – DRA advises that Jeane Samms has retired. Our “new” account advisor will be Michelle Clark.

c) Scout Troop 198 Eagle Scout Notification – The Board members are invited to an Eagle Court of Honor for Dawson Libby on September 7. The Board executed a Certificate to be awarded to Dawson.

d) Planning Board Hearing Notice – Planning Board will conduct a Site Plan Review for Tumbledown Farms to add a farmer’s porch to its café.

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

8. Administrative Matters

a) Town Administrator's Update

--Ms. Williams has received two requests to waive ambulance bills, both citing hardships. Mr. Edwards suggested it might be possible for these individuals to pay something, rather than allowing them to pay absolutely nothing towards these bills. He suggested that Ms. Williams contact each to determine whether they could pay some amount. Mr. Paul suggested cutting the outstanding amount in half, with the condition that regular payments be made to Comstar (the Town's billing company). The Board agreed by consensus. Ms. Williams will follow that procedure in the future when such requests are received. She advised the Board that she met with Comstar representatives and Pat Brackett to review efforts to attempt to collect unpaid past bills.

--WPI plans a World Music Festival for September 13. Victor Becker is seeking permission to hang a sign on the outside of the building for about 10 days prior to the event. The Board members were in support of this, as long as the sign is removed the day after the event. It is likely that other performers would like to do the same.

--Ms. Williams has received an email regarding revenue at the Transfer Station. She provided the following information:

2011 Revenues = \$163,988; Expenses = \$198,862

2012 Revenues = \$142,719; Expenses = \$200,956

2013 Revenues = \$125,572; Expenses = \$200,025

To date in 2014, our expenses exceed our revenues by \$2,000. If more people recycled, the Town would realize more revenue, as it is costly to have the trash hauled away. Mr. Beeler noted that the real issue is cost-avoidance. A brief discussion followed regarding Tuftonboro's trash-sorting process.

b) Agricultural Commission Membership – The Commission has recommended the appointment of Dale Crawford as an alternate for 3 years. **Mr. Edwards moved to approve Dale Crawford as an alternate for 3 years on the Agricultural Commission as recommended. Ms. Twombly seconded the motion, which passed 3-0.** Ms. Twombly stated that she has been asked to be the Board's representative to the Commission. The other Board members had no objection.

c) Strafford MPO Technical Advisory Committee Membership Appointment – Planning Board has recommended that Steve Brown be reappointed to this position. Mr. Brown has expressed his willingness to continue in that capacity. **Mr. Edwards moved to approve the appointment of Steve Brown as the FY 2014-2015 Appointee to the SMPO Technical Advisory Committee. Ms. Twombly seconded the motion, which passed 3-0.**

d) Building Permit Releases – Mr. Edwards moved to approve the building permit release for Anderson on Gold Coast Drive. Ms. Twombly seconded the motion, which passed 3-0.

e) Inspection Station Renewal – The inspection station at the Highway Department is renewed annually. **Mr. Edwards moved to approve the inspection station renewal application, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

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f) Payment Manifests – Mr. Edwards moved to approve AP #28 in the amount of \$756,784.38, as presented. Ms. Twombly seconded the motion, which passed 3-0.

g) Minutes – Mr. Edwards moved to approve the minutes of July 9, 2014, as presented. Ms. Twombly seconded the motion, which passed 3-0.

The next Board of Selectmen’s meeting is scheduled for September 10. The Primary is scheduled for September 9.

Mr. Comeau noted that the law that requires the County to be audited has been found!

Respectfully submitted
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly