

**Board of Selectmen
September 10, 2014**

Present: Kenneth S. Paul, Chairperson; Richard C. Edwards; Connie M. Twombly; 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. Twombly seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Ms. Twombly – ‘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 that time those present also included: Tom Beeler, *The Granite State News*; Fire Chief Todd Nason; Tom Dube; Robert Pierpont; Dorothy Solomon; Police Chief Fifield; Dave Takis; Pam Wiggin; Phil Twombly; Peter & Lauren Brown; Ed Comeau (videotaping); Donna Martin (videotaping); and William Lambert, NH DOT.

Mr. Paul led all in the Pledge of Allegiance.

1. Appointments

a) William Lambert, NH DOT – Mr. Lambert indicated that his main topic this evening is speed limits, which involves sidewalks and crossings. As asked by Chief Fifield, Mr. Lambert has reviewed a proposal for posting of speed limits. In brief, speed limit zones are established by statute. Changes must be based upon an engineering investigation, which includes a speed study. He referred to several speed studies done along various areas of Route 153. Other considerations include on-street parking and pedestrian activity, especially in the historic district. The anticipation is to adjust the speed limits so that enforcement of same is more easily accomplished.

Mr. Lambert recommends extending the existing 30 mph speed limit area from Sanbornville village through the historic district. He also recommends increasing the speed limit to 45 mph on Route 153 south of Sanbornville village, as well as north of the Route 153 split in the historic district. Chief Fifield noted that in the southern section, many drivers traveling the speed limit are passed by other vehicles, even in no-passing zones. Increasing the speed limit should reduce that occurrence, and it will allow officers to issue more equitable tickets to those still exceeding the posted limit. The Board members were in agreement with Mr. Lambert's recommendations.

Mr. Lambert next referred to the possibility of a crosswalk in the historic district. He referred to the limitation of parking spaces immediately adjacent to a crosswalk, as well as the need for the crosswalk to be wheelchair accessible. Another possible area for a crosswalk is from the IGA to the area of Profile Bank. Mr. Brown asked whether this project would include a sign in the middle of the walk reminding drivers of the State law to stop for pedestrians in a crosswalk. Mr. Lambert advised it would be up to the Town to place those signs. Ms. Wiggin asked how a 30 mph speed limit is determined to be safe in an area with a crosswalk, especially one with on-street parking. Chief Fifield stated that traffic must obviously slow down when such an area is congested. Speed limits are set for optimal conditions. Mr. Edwards noted that, if built today, a church or restaurant would need to provide adequate parking in order to obtain all necessary permits.

Mr. Brown asked whether there are any areas with speed limits of 25 mph. Mr. Lambert advised that 25 mph is allowed on some town roads, as well as in compact areas of cities and towns; however, this involves a high standard of criteria.

In response to Mr. Twombly, Mr. Lambert advised he expects the referenced change in speed limits to occur in the spring/summer of 2015. Ms. Twombly asked whether crosswalks need to be lighted. Mr. Lambert indicated that overhead lighting would be required and would be the responsibility of the Town. Mr. Brown noted that there is a street light at the Congregational Church in the historic district. Again in response to Mr. Twombly, Mr. Lambert indicated that the State would install the crosswalk; however, the Town would be responsible to maintain same. The Town would have to do "cuts" into the existing sidewalk in the historic district, should it be decided to install a crosswalk.

b) Jim Miller, ClearView re: Proposed Expenditures – Mr. Miller was unavoidably delayed. Mr. Paul will come back to this topic later in the evening.

c) Tom Dube & Mike Seavey, Greater Wakefield Chamber of Commerce – Mr. Dube advised that the Chamber is hoping to install a screen with scrolling information near the existing Chamber bulletin board in the entry of Town Hall. It is also hoped that a Town employee would turn on the screen in the morning and off at the end of the day. This would require power, which would be accomplished by the Chamber. Mr. Paul noted that the screen would not be seen well if placed by the bulletin board. Mr. Dube stated that the Chamber would be pleased to have it placed wherever the Board believes is best. The Board was in agreement with this proposal.

d) Robert Pierpont & Dorothy Solomon re: Veterans' Transitional Housing Project – Ms. Solomon cited statistics of the number of veterans in Carroll County, a number of which are homeless. The hope is to assist veterans by renovating a portion of the former county nursing home. Ultimately, this could house 17 veterans. Mr. Pierpont stated that veterans returning from tours of duty today do not have the benefit of a GI bill. This project is an effort to assist those veterans. He stressed that this would not be permanent housing. This group will also assist those veterans to obtain jobs. Mr. Pierpont shared a photograph of the existing facility (including the floor plan), as well as a conceptual view of the proposed renovated facility. This organization (soon to be a 501.c.3) is in need of funding. They have applied for Federal grants and can accept donations. They will host the first annual "Poker Run" fundraiser this coming weekend. Additionally, a neighborhood fair will take place this Saturday at the CAP building, at which this organization will have a presence.

2. Unscheduled Matters/Public Comment #1

--Ms. Wiggin announced that the Newichawannock Canal has been placed on the National Register of Historic Places. An official press release will become available next week. A local event is being planned for either October 18 or 25 at Town Hall to mark this occasion.

3. Unfinished Business

a) Town Hall Fire Alarm Phase 2 (out of agenda order) – Ms. Williams has attempted to contact the 3 bidders, but was unable to make contact with the lowest bidder.

One of the other bids includes the cost to have Simplex test the system, while the other bid does not (although Simplex will need to do the test). **Mr. Paul moved to accept the bid of Daniels Electric in the amount of \$13,800, as long as the fee of Simplex to us is reasonable. Ms. Twombly seconded the motion.** Chief Nason noted that we may need to address specific issues with the doors so that they automatically close when the alarm is triggered. **The motion then passed 3-0.**

b) Redemption of TAP Map 182, Lot 14 – The Board executed form CD-57-S relating to redemption of the referenced property.

c) Winter Sand – Ms. Williams advised that Fred Clough has obtained an estimate of \$10 per ton for winter sand. She also confirmed that Mr. Clough plans to construct a separate shed outside the gate prior to winter. Mr. Dube stated that the Town needs a sand pile in East Wakefield, stressing that contractors have to drive 10 miles to get to the Highway Garage. He suggested the Town might be able to utilize the State’s property along Route 153. Mr. Dube referred to the number of roads in the Belleau Lake area that need to be sanded. Although Mr. Dube has a pit with sand, Town regulations do not allow him to remove that sand. Mr. Paul believes having a Town pit in East Wakefield is a good idea, but that it would be difficult to control, and there is not sufficient time to accomplish this before this winter.

Ms. Williams reminded all that the Town cannot give the sand away—it must be sold. Mr. Dube suggested that a number of yards be designated as “Belleau Lake sand” and could be hauled (by the Town) to a designated location in East Wakefield.

Mr. Edwards stated that the Town should sell the sand for the same price as contractors must pay at Ossipee Aggregates. Mr. Paul suggested consideration be given for one rate for sanding private roads, and another rate for sanding private driveways. Ms. Williams noted that the Board had previously decided the Town would only load sanders doing private roads, not those doing driveways. Residents can fill 5-gallon buckets. Mr. Edwards stated that the Town should not load trucks sanding private driveways. He agreed that Mr. Dube’s idea has merit; however, it is too late for this year. Discussion followed regarding private roads and public money. **Mr. Edwards moved to charge \$6 per yard to contractors sanding private roads, with the Town loading material only onto sanders. Ms. Twombly seconded the motion, which passed 3-0.**

We will continue to use the coupon system. Mr. Dube questioned whether the Town would pay him \$6 per yard for the sand he purchases at Ossipee Aggregates for use on private roads. Discussion followed regarding the possible purchase of a pit by the Town. Mr. Dube reiterated that a facility for sand in East Wakefield in the future is a good idea. Chief Nason doubts that the State would allow the Town to stockpile sand on its property; however, that decision would be made by someone else. Mr. Paul stated that he may give consideration to allow Belleau Lake (and possibly others) a credit for a specific number of yards of sand.

4. New Business

a) CAI Agreement for GIS Services Maintenance – This is a contract renewal without a change in cost. **Mr. Paul moved to accept the proposal for GIS Services from CAI, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

b) Avitar Proposal for On Line Tax Payments – Ms. Williams advised that this program was included in the Tax Collector’s budget. It includes a \$250 one-time fee and would allow taxpayers to pay on-line with a credit card. The taxpayer would pay an additional fee of 2.95% to the on-line vendor. **Ms. Twombly moved to accept the proposal of Avitar as presented. Mr. Edwards seconded the motion, which passed 3-0.**

c) Safe Commute Highway Grant – Chief Fifield noted that the Town has been participating in this effort for 5-6 years. **Mr. Paul moved to approve the Safe Commute Grant in the amount of \$3369.60, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures

a) Salt Shed CRF \$19,291 – This expenditure represents the final payment for the SteelMaster buildings. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0**

b) Salt Shed CRF \$26,000 – This expenditure represents the cost of the foundations. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

c) Technology CRF \$1385 – This expenditure represents the cost of a new computer system for the Supervisors of the Checklist. **Ms. Twombly moved to approve this expenditure as presented. Mr. Paul seconded the motion, which passed 3-0.**

d) Invasive Species CRF \$1000 – The Board executed the payment form for the previously approved expenditure of \$1000 for the Horn Pond Lake Host Program.

6. Correspondence

a) NH Dept of Safety – The Town’s Hazard Mitigation Plan must be updated by April 28, 2016. Chief Fifield is on top of this.

b) NH DOT – DOT has approved the Town’s permit to update the entrance to Access Road.

c) Sanbornville Water Precinct – The Precinct advises that all lead and copper levels in their water system fall within acceptable limits.

d) NH Liquor Commission – The Board is welcome to comment on the New Deal’s application for a liquor license.

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

8. Administrative Matters

a) Town Administrator’s Update

--Perhaps it is time to reform a committee regarding completion of the 2nd floor of the Public Safety Building. This committee would review existing plans and consider whether to bond the project.

Mr. Edwards has been in discussion with both chiefs, who both agree it is time to get back to this project. Mr. Edwards, Chief Fifield and Chief Nason are willing to be on the committee and are suggesting that they solicit 6 others to join them. The Board members were in agreement.

--Deliberative Session has historically been held at 7 p.m. on a Saturday. Attendance has been declining. Perhaps the Board would consider holding the session earlier in the day. It was agreed that the 2015 Deliberative Session will be held on January 31, 2015, beginning at 1 p.m.

--The Board gave permission for Ms. Williams to advertise for a part-time employee to plow snow this winter.

--Ms. Williams referred to the information provided by Jim Miller for the purchase of equipment. Mr. Paul would prefer to delay this discussion until Mr. Miller is in attendance.

b) Appointments to Heritage Commission – The Commission has recommended the appointment of Helen Watkins as an Alternate. **Mr. Edwards moved to appoint Helen Watkins as an Alternate to the Heritage Commission for a term through March 2017. Ms. Twombly seconded the motion, which passed 3-0.**

The Commission has also recommended that the Board reappoint Carroll Shea as a member through March 2017. **Mr. Edwards moved to reappoint Carroll Shea as a Member to the Heritage Commission for a term through March 2017. Ms. Twombly seconded the motion, which passed 3-0.**

c) Petition and Pole License – Mr. Paul moved to approve the Petition for Access Road, as presented. Ms. Twombly seconded the motion, which passed 3-0.

d) Building Permit Releases- Mr. Edwards moved to approve building permit releases for Bolduc on Doc Morrison Road, O'Neil on Veazey Cove Road, and Brutsch on Wilderness Loop. Ms. Twombly seconded the motion, which passed 3-0.

e) 2014¹ Sewer Warrant – Mr. Edwards moved to approve the 2014¹ Sewer Warrant in the amount of \$17,620.55, as presented. Ms. Twombly seconded the motion, which passed 3-0.

f) Payment Manifests – Mr. Edwards moved to approve AP #32 in the amount of \$778,131.99, as presented. Mr. Paul seconded the motion, which passed 3-0.

g) Minutes – Mr. Edwards moved to approve the minutes of August 13, 2014, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Paul executed the title for the 2001 F350 recently sold by the Town. Ms. Williams referred to NHMA policy information that she provided to the Board members. Each member was asked to review the information prior to the next meeting. Ms. Twombly noted that she attended a recent Eagle Scout Court of Honor, which was a wonderful event. She suggested that all 3 Board members attempt to attend the next such event.

There being no further business, the meeting adjourned at 9:35 p.m.

**Board of Selectmen
September 10, 2014
Page 6**

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly