

**Board of Selectmen
September 24, 2014**

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

Also present were: Steve & Cheryl Labrie; Jerry O'Connor; Ed Comeau (videotaping); Donna Martin (videotaping); Jim Miller; Bill Nelson; Tom Beeler, *The Granite State News*; John Fournier; and Tom Smith.

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

1. Appointments

a) Steve & Cheryl Labrie – The Board reviewed the Labrie's application to extend and connect to the existing Town sewer system. Mr. Labrie noted that their private system is over 30 years old. He is unsure whether there would be space on their lot to replace the system should the need arise. Since the Town is in the process of rebuilding High Street, it would appear to be a good opportunity for the Labrie's to tie in. Mike Soucy (Operator in Charge of the Wakefield system) has indicated that another manhole cover may be needed. If the Labrie's application is approved, Longmeadow Construction would be doing the work. Mr. Smith stated that he would merely be extending the design prepared for Dave Stevens' property several years ago. Reference was made to the previous discussion with Rocky Point residents regarding the possibility of extending the system along their private road.

Mr. Smith does not believe that a manhole/clean-out will be needed; however, he is not familiar with all regulations. According to Ms. Williams, Mike Soucy indicates he does not have knowledge to inspect the actual hook-up. Mr. Beeler suggested checking with the Town of Wolfeboro for the name of a qualified inspector. **Mr. Edwards moved to approve the application of Steve and Cheryl Labrie as presented. Ms. Twombly seconded the motion, which passed 3-0.** Ms. Williams expects paving of High Street to occur at the end of October. Ms. Labrie wonders whether Nathan Fogg may be qualified to do the required inspection of the hook-up.

b) Jim Miller, ClearView TV – Mr. Miller referred to the Town's receipt of franchise fees from TWC, with which ClearView is anxious to upgrade the existing equipment. Ms. Williams stated that the franchise fee account has a balance of approximately \$18,800; however, the list of equipment being proposed totals \$24,938. Mr. Miller stated there is no intention to purchase the options listed, at a cost of \$8184. He would like to purchase the other equipment listed and will need funds for training. The anticipation is to be able to broadcast live from Town Hall. There will also be additional costs for installation and cabling. Mr. Miller stressed that all equipment becomes the property of the Town of Wakefield. He referred to the number of steps involved in the overall plan of improvements.

Mr. Miller requested that the Board consider releasing \$16,754 to ClearView for purchase of equipment. ClearView's account has sufficient funds to cover installation costs. Funds sufficient to cover wages must be left in the Town's account; and franchise fees are received by the Town on a quarterly basis. **Mr. Paul moved to transfer \$16,754 to the ClearView account. Mr. Edwards seconded the motion, which passed 3-0.**

c) John Fournier – Mr. Paul asked the Board members whether they wish to send the information submitted by Mr. Fournier to Town Counsel or wait for Mr. Fournier to file suit.

Mr. Edwards asked Mr. Fournier his reason for this appointment. Mr. Fournier referred to boundary dispute between two other towns that was settled amicably out of Court. He stated that the Town of Wakefield is reluctant to do a proper perambulation, has refused to look at any certified document provided by Mr. Fournier, has incorrectly identified a marker over 300' from the road and is off course. Basically, he believes that the Town committed a criminal violation of RSA 641:3. Mr. Fournier advised that he has a meeting next week with the Strafford County Attorney and Commissioners to address these issues.

Mr. Paul again asked the Board members whether they wish to forward this information to Town Counsel or wait to be brought to task by Mr. Fournier. Ms. Twombly noted that the Board had previously decided to let Mr. Fournier proceed as he feels necessary. Mr. Fournier wants the Town of Wakefield to follow the example of Tuftonboro and Ossipee in doing a proper perambulation. Ms. Twombly would prefer to have the Court decide on this issue. Mr. Edwards indicated that we asked the State for assistance; however, the State referred the Town to the same surveyor used by Mr. Fournier. Ms. Williams stressed that the Court must make the actual determination. Otherwise, the Town would be ceding property, and the Town cannot do that.

Mr. Fournier stated that the only disputed marker (on Mr. Miller's survey) is marker #3, which puts Mr. Fournier's property in Middleton. Mr. Edwards noted that the cost to hire a surveyor could be put on the ballot and asked whether Mr. Fournier would agree to live with the results of the Town's efforts.

Mr. Fournier invited all to attend his October 2 meeting in Strafford County, beginning at 9 a.m. He indicated that the Board used Mr. Miller's survey during the perambulation process. Ultimately, the Board members were not in favor of sending this information to Town Counsel at this time. Ms. Twombly asked Mr. Fournier why we should not let the Court decide this issue. Mr. Fournier noted that he will be seeking attorney fees, surveying fees, etc. He expects those costs to exceed \$100,000, which he expects would be the sole responsibility of the Town of Wakefield (not the Town of Middleton).

Mr. Edwards suggested that the current Board members walk the line to see what is actually being talked about. Much discussion followed regarding tax maps, the responsibilities of the Town, freedom, justice and perambulations.

2. Unscheduled Matters/Public Comment #1

--Bill Nelson, State Rep, is seeking permission to "meet and greet" at the Transfer Station. Ms. Twombly asked whether it is policy that individuals must stand outside the gates. The other Board members were unaware of such a policy. Mr. Nelson will also advise the Wakefield PD that he intends to go house-to-house. Mr. Nelson asked whether there are any issues to address. Perambulation, anyone?

--Mr. Miller understands that the Sanbornville Water Precinct does not intend to replace any water lines along High Street during this construction process. He would suggest that the Town and Precinct coordinate to allow for line replacement during these projects. Mr. Paul noted that the Precinct is not a Town entity. Ms. Twombly noted that the Precinct did replace lines on Rines Road prior to the Town's repaving project of that road. Such coordination occurs when possible.

3. Unfinished Business – None scheduled.

4. New Business

a) Bids for Annex Paint & Repair – Three bids were received for this work as follows: Aaron’s Painting - \$3375; Cotty Can Do - \$3400; and Consider it Done - \$2472. Consider it Done has done work for the Town in the opera house. The paint for the project was donated to the Town by Lowe’s. **Mr. Paul moved to accept the bid of Consider it Done in the amount of \$2472. Ms. Twombly seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures

a) Transfer Station Facility CRF \$435 – This is associated with repairs to the office roof. Mr. Edwards referred to CCHC inmates having done similar work for the Police Department. **Mr. Edwards moved to approve this expenditure as presented. Mr. Paul seconded the motion, which passed 3-0.**

b) PD Vehicles CRF \$97.85 – This expenditure reflects the purchase of a Big Easy Tool Kit for the new cruiser. **Mr. Edwards moved to approve the expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

c) PD Vehicles CRF \$255 – This represents the cost for lighting on the new cruiser. **Mr. Edwards moved to approve the expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

d) Technology CRF \$445.36 – This represents the cost to hook PD computers to the router. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

e) Technology CRF \$8425 – This represents the cost to replace 6 computers at the PD. **Mr. Edwards moved to approve this expenditure as presented. Mr. Paul seconded the motion, which passed 3-0.**

f) Salt Shed CRF \$5000 – This represents the cost of the salt & sand pads for the salt shed. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

g) Salt Shed CRF \$17,030 – This expenditure relates to erection of the steel buildings. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.** Ms. Twombly commended Mr. Edwards for his efforts on this project.

h) Cemetery Well Pump House CRF \$460 – This represents the purchase of a well tile and cover. **Ms. Twombly moved to approve this expenditure as presented. Mr. Edwards seconded the motion, which passed 3-0.**

6. Correspondence

a) NH Dept of Safety – Ms. Williams has forwarded this information, which relates to a change in routing 911 calls, to Chief Fifield.

b) Nancy Bancroft – Ms. Bancroft has submitted her resignation as Supervisor of the Checklist. **Ms. Twombly moved to accept, with regret, the resignation of Nancy Bancroft. Mr. Paul seconded the motion, which passed 3-0.**

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

8. Administrative Matters

a) Liaison Reports – Mr. Edwards read the update from the Police Department, submitted by Chief Fifield. He announced that the Chamber of Commerce and local businesses in East Wakefield will put on The Greater Wakefield Octoberfest. This will be a free day with many activities and treats, to be held on Saturday, October 4. The Highway Department is very busy, and the salt sheds should be completed shortly. Mr. Edwards also read from an update of Parks & Rec activities, provided by Wayne Robinson.

b) Selectmen's Letter of Appreciation – The Board agreed that this month's letter would be sent to Nancy Bancroft.

c) Training Spreadsheet – This spreadsheet of training accomplished by staff will be provided to the Board each month.

d) Administrator's Update
--Hopefully, the Board members have had an opportunity to review the legislative policy information previously provided by Ms. Williams. The Board is content to let Ms. Williams act on these issues as she feels appropriate.

e) Trick or Treat – This will occur on October 31, from 5-8p.m.

f) Appointment to ZBA – ZBA has recommended the appointment of Judith DesRoches as an alternate, with a term to expire in March 2017. **Mr. Paul moved to appoint Judith DesRoches as an alternate to ZBA, as recommended. Ms. Twombly seconded the motion, which passed 3-0.**

g) Petition and Pole Licenses – The petitions received from PSNH appear to be in a different format and do not include signature blocks for the Board of Selectmen. These petitions will be returned to the Town Clerk.

h) Building Permit Releases – None received.

i) Payment Manifests – Mr. Edwards moved to approve AP #33 in the amount of \$97,636.99, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Edwards moved to approve PR #19 in the amount of \$61,140.53, as presented. Ms. Twombly seconded the motion, which passed 3-0.

j) Minutes – Mr. Edwards moved to approve the minutes of September 10, 2014, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Ms. Williams presented several more renditions prepared by Jim Miller for a proposed Town Seal. Mr. Miller noted that color has not yet been discussed. He also referred to the font used.

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Mr. Miller will continue to work with these ideas. Ms. Williams indicated that once the Board decides on a final option, it will be posted on the Town's website with the drawing previously done so that our residents can vote.

There being no further business, the meeting adjourned at 8:43 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly