

**Board of Selectmen
January 14, 2015**

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

Also present at this time: Tom Beeler, *The Granite State News*; Donna Martin (videotaping); Ed Comeau (videotaping); Mark Duffy; Jeff Akerson; Leslie Bayer; Lino Avellani; and Barry Ellis.

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

1. Appointments

a) Jeff Akerson re: Operation of Food Cart on Town Property – As Mr. Akerson hopes to operate this cart at the Town Beach, Mr. Paul suggested Mr. Akerson discuss this in detail with Wayne Robinson, Parks & Rec Director. If Mr. Robinson has no issues, Mr. Akerson should come back to the Board with hours of operation, proof on insurance, a criminal background check, etc. Mr. Comeau asked why a criminal background check would be necessary. Mr. Paul believes it would be appropriate since Mr. Akerson is asking to operate the cart at the Town Beach, where young children congregate. Discussion followed regarding the cost of the background check, for which the Board would expect Mr. Akerson to pay. Mr. Akerson stated he had a check done recently and asked whether that would suffice. Mr. Paul stated we would need to check with the Police Chief. Mr. Akerson asked whether he would be able to change the location if he feels so inclined. Mr. Paul stated Mr. Akerson would need to check with Code Enforcement to determine whether the necessary Hawkers & Peddlers License is site-specific. If the “new” location is Town-owned property, Mr. Akerson should again discuss with Wayne Robinson.

Mr. Edwards suggested that Parks & Rec might be interested in having this cart operate at various sporting events. Mr. Ellis referred to a similar situation in Portsmouth where a vendor who had been given permission to operate every day was then not allowed to operate on Market Square Day. Mr. Edwards agreed that Mr. Akerson may have to pay for a specific spot on Pride Day, although the Town Beach is not generally a location for food during that event. Mr. Paul requested that Mr. Akerson advise the Board when he is moving forward.

2. Unscheduled Matters/Public Comment #1

--Mr. Duffy referred to the Highway Construction Projects Capital Reserve Fund, with appropriations for same being a separate warrant article. He believes this is a dangerous situation if the warrant article does not pass. The Board confirmed to Mr. Duffy that the paving continues to be done by an outside contractor, while other labor is performed by the Highway crew. Mr. Duffy reiterated his belief that the funds to address road projects should be within the operating budget. If the overall budget does not pass, we would still have the default budget.

--Mr. Duffy asked whether the Town has had any involvement in Milton’s proposal for a landfill. Mr. Paul stated that the Town of Wakefield has been notified. He added that the project would require Milton voters to amend their zoning ordinance. Ms. Twombly stated that the Heritage Commission plans to write a letter of opposition to this project, and the Commission is hopeful that the Board will do the same. Mr. Comeau advised that Strafford Regional Planning Commission will meet on Friday at 9 a.m. at the Rochester Rec Center, in the event individuals want to attend and ask questions. He noted that the Regional Impact Report is available.

3. Unfinished Business – None scheduled.

4. New Business

a) GWRC User Fee Agreement with VFW – This is being provided by the GWRC for the Board's review/approval. **Mr. Paul moved to approve the User Fee Agreement between the GWRC and the VFW, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

b) GWRC Lease Agreement with Gafney Library/GED Program – Again, this is provided for the Board's review/approval. **Mr. Edwards moved to approve the Lease Agreement between the GWRC and the Gafney Library/GED Program, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

c) GWRC Lease Agreement with MMRG and AWWA – Another lease for the Board's review/approval. **Ms. Twombly moved to approve the Lease Agreement between the GWRC and MMRG and AWWA, as presented. Mr. Paul seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures

a) Town Hall Improvement CRF \$400 – This represents the cost of having the linoleum in the Tax Collector's office removed. **Mr. Paul moved to approve this expenditure, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

6. Correspondence

a) UNH T² – Seth Garland and Leigh Nichols (both part of our Highway Department) have each attained the status of Roads Scholar One. Both plan to continue with the Roads Scholar program. Kudos!

b) Towle Farm Community Corp – TFCC periodically reminds the Town about the property under its jurisdiction.

c) Carroll County Budget for 2015 – Provided for the Board's information.

d) Course on Planning & Zoning Laws in NH – Preti Flaherty will be offering a 5-week course at NHTI beginning in March.

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

8. Administrative Matters

a) Town Administrator's Update

--Ms. Williams presented a contract confirming our agreement for the work to be done by Dan Phelan. The project has a 75 day turn around. The Tax Collector has been temporarily moved across the hall. Ms. Williams also presented Change Order #1 to the contract, which relates to a push-bar door in the vestibule at a cost of \$992. The Board executed the contract, including Change Order #1.

--Ms. Williams presented a proposed letter to the Carroll County Commissioners regarding the tax rate process. She has communicated with many other towns in Carroll County. The Town of Madison has already sent a letter that has sparked a lot of interest by the County Delegation.

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Ms. Williams will be delivering Wakefield's letter, along with letters from several other towns at a Delegate's meeting. Mr. Avellani suggested that the Town of Wakefield request an accounting of how our funds are utilized.

--Does the Board wish to consider any of the other alternates for the current Town Hall renovation project at this time? Specifically, a fire door for the back stairway would cost an additional \$2300. Mr. Edwards noted that we don't know how many more change orders we may encounter. The Board will wait to see where we are at the next meeting.

--Ms. Williams presented a map of the Cotton Valley Rail Trail—very nice!

--The Fire Department would like to purchase a demo electronic stretcher for \$10,000. The funds are available within the 2015 budget. This purchase would replace a stretcher that is over 20 years old. **Mr. Edwards moved to approve the \$10,000 purchase as presented. Ms. Twombly seconded the motion, which passed 3-0.** The Board executed the purchase order.

--The scope of services was received from our auditors for the audit of the Town's 2014 accounts. Mr. Paul executed the Engagement Letter as presented.

--Ms. Williams advised that \$2000 that the Board voted to encumber to address the roof at the Parks & Rec building ultimately is not needed and will not be encumbered.

--The Town Clerk announces that dogs can now be registered on line! This involves a small convenience fee. Tags would be mailed to those utilizing the on-line service.

--The Tax Collector has presented an agreement for the Board's signature that will allow individuals to pay their property taxes on line via a credit card. Mr. Paul executed the document as presented.

--Default Budget: The forms have changed from last year, and the document was inadvertently presented to the Budget Committee for signature. Although the Budget Committee must vote whether to recommend the Default Budget, the authority to execute the document still resides with the Board of Selectmen. Therefore, the Board executed the Default Budget as presented, in the amount of \$4,335,578. The Operating Budget is \$4,425,989.

--The Board needs to vote on Article #22 (Operating and Default Budget). **Mr. Edwards moved to recommend Article #22 as presented. Ms. Twombly seconded the motion, which passed 3-0.**

--It is time to consider a contract for Landfill Post Closure Monitoring. CE² has been provided this service for a number of years. The most recent contract was for 3 years. The Board agreed by consensus to solicit proposals for another 3-year cycle. Mr. Edwards questioned whether the Town's obligation in relation to post-closure monitoring will end in the near future.

--Town Report Cover: Ms. Williams shared several photos with the Board. Mr. Akerson will provide additional photos for the Board's consideration. The Board chose a photo to be used in the event nothing in Mr. Akerson's file catches Ms. Williams' eye.

b) Building Permit Releases – None forthcoming.

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

d) Minutes – Mr. Edwards moved to approve the Minutes of December 10 and 29, 2014, as presented. Ms. Twombly seconded the motion, which passed 3-0.

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e) Payment Manifests – Mr. Paul moved to approve AP #1 (2015) in the amount of \$738,755.72. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Edwards moved to approve AP #2 (2015), a void in the amount of \$1436.99. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Paul moved to approve AP #45 (2014) in the amount of \$13,885.78. Mr. Edwards seconded the motion, which passed 3-0.

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

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly