

**Board of Selectmen
February 11, 2015**

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

Mr. Paul called the posted meeting to order at 6:30 p.m. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a) & (c). 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 regular session at 7 p.m. Those present at this time included Tom Beeler, *The Granite State News*; Ed Comeau (videotaping); and Donna Martin (videotaping). Officer Larochelle attended briefly.

Mr. Paul led those present in the Pledge of Allegiance.

1. Appointments – None scheduled.

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

3. Unfinished Business

a) Proposed Purchase of Skid Steer Loader – No new information was available.

b) Proposed Sale of Tax Acquired Property – The Board reviewed a draft bid packet. Discussed whether a minimum bid for each property should be established. Mr. Edwards would like the Town to recoup taxes, interest and legal fees. It was suggested that establishment of a minimum bid might actually limit the bids received. The Board would have the authority to reject any or all bids received if it is dissatisfied with the results. A \$1000 deposit would be required for each bid. Mr. Edwards was adamant that the bid documents should reflect that the successful bidder will be financially responsible for the cost to prepare and record the deed. It was agreed to advertise for bids in April, with information being posted on the Town’s web site in the near future.

c) Invitation to PGA Workshop – The Town of Wakefield is a host site for collection of glass, which is then crushed and becomes usable PGA. This workshop will educate other towns as to how this product can be used by participants. The session is scheduled for February 19 at 10 a.m. at Town Hall.

4. New Business – None scheduled.

5. Proposed CRF Expenditures

a) PSB II \$350 – This represents the cost of a simple floor plan for the 2nd floor. The Board members viewed this plan. **Mr. Paul moved to approve this expenditure as presented. Mr. Edwards seconded the motion, which passed 3-0.**

b) Town Hall Improvements \$4610 – This represents a portion of the cost of materials and labor for renovations in the tax office and is within the scope of the contract. **Mr. Paul moved to approve this expenditure. Mr. Edwards seconded the motion, which passed 3-0.**

c) Town Hall Improvements \$1250 – This represents continued work in the tax office as well as work to create the fire wall in the hall. This is also within the scope of the contract. It is anticipated that the project is still on schedule. **Mr. Edwards moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.**

6. Correspondence

a) SRPC Project Solicitation – The Board will review the list of proposed projects. Ms. Williams has shared this information with other Town departments. She has advised SRPC that the North Wakefield bridge project should be removed from that plan as the project is complete.

b) Request for Waiver of Ambulance Bill – It is important to the Fire Chief that those in need of this service seek it, rather than avoiding it because of its cost. However, the revenues help to offset the cost of full coverage 12 hours each day. Therefore, the Board agreed by consensus to waive ½ of the bill submitted.

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

8. Administrative Matters

a) Town Administrator's Update

--Ms. Williams provided time sheets for the Board's use to be effective as of February 2, 2015. Use of this form relates to the Affordable Care Act and our designation as a small employer.

--Ms. Williams has drafted a letter to the Sanbornville Water Department, which she will include with the Town's payment for the account at the Annex.

--Point of interest: The current holder of our Boston Post Cane, Delwood Garvin, is now 101!

--The Transfer Station Manager would like the Board to consider revisions to that ordinance. A public hearing would be required. It is anticipated that Mr. Winn will propose an increase in the per-pound cost for disposal, a limit on materials to be placed in the brush pile, as well as the use of clear bags for household waste. Mr. Winn will be asked to attend the February 25 meeting for further discussion, with a public hearing to be scheduled for March 25.

--Ms. Williams met with a rep from NH DOT Bridge Division, a rep from CLH and the Road Agent regarding the State bridge aid program in general and the bridge on Maple Street in particular. It was pointed out that the last several requests for estimates did not get our projects on the bridge aid list. Funds could be available as early as 2019 or as late as 2021. This would be an 80/20 match. The Town would need to appropriate the entire cost of the project, with reimbursement to follow after completion of the project. Ms. Williams will continue discussions with Pam Wiggin regarding the bridge on Canal Road. We will need to prioritize these projects. We likely will need to address only the abutments on the Maple Street bridge, without addressing the decking. Travis at CLH is willing to develop a plan; however, we would still likely require a plan from an engineer.

--Ms. Williams will attend the February 25 meeting of the Carroll County Commissioners at 9 a.m. She will likely be joined from representatives from several other towns.

b) Building Permit Releases – None forthcoming.

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c) Payment Manifests – Mr. Edwards moved to approve AP #05 in the amount of \$738,078.01, as presented. Ms. Twombly seconded the motion, which passed 3-0.

d) Minutes – Mr. Edwards moved to approve the minutes of January 21, 28 and 31, 2015, as presented. Ms. Twombly seconded the motion, which passed 3-0.

There being no further business, the meeting adjourned at 7:50 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie Twombly