

**Board of Selectmen
March 11, 2015**

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

Mr. Paul called the posted meeting to order at 6:35 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: Ms. Twombly – ‘aye’; Mr. Edwards – ‘aye’; Mr. Paul – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:47 p.m., at which time Mr. Paul called for a recess. He called the meeting back to order at 7:04 p.m., at which time he led those present in the Pledge of Allegiance. Those present included: Warren Winn, Transfer Station Manager; Joe Williams; Tom Beeler, *The Granite State News*; John Fournier; Tara Sue Myers and Bonnie Nicholas, LA VFW; and Donna Martin (videotaping).

1. Appointments

a) Warren Winn – Mr. Paul referred to the proposed purchase of a skid steer loader. He noted many companies are taking equipment off lease at this time of year and wondered whether that would allow us to find a good deal. Mr. Winn had previously supplied information on a number of available machines. His first choice would be a CASE model. The specs of various models were discussed. Ms. Williams advised there is approximately \$58,000 in the relevant capital reserve fund. **Ms. Twombly moved to purchase the Bobcat \$37,115 (after trade-in). Mr. Edwards seconded the motion, which passed 2-0-1.** Ms. Williams will prepare a purchase order for the Board’s signature. Mr. Winn will communicate with Bobcat.

Discussion turned to Mr. Winn’s proposed changes to the Transfer Station ordinance. Ms. Twombly expressed concern about those utilizing the transfer station without the proper permit. Mr. Winn believes that most have stickers. Recently, those without stickers with whom he has communicated have been from Brookfield. Having a police officer at the gate has good results and it would be good to have this happen periodically.

Mr. Winn recommends increasing the diameter limit for the brush pile from 5” to 26”. This might result in a more appealing finished product (chips). The annual cost to the Town to have the material chipped is \$3500. Mr. Edwards wondered whether the larger logs could be used in the wood furnace at the Highway garage. Ms. Williams noted that the material would then need to be separated.

The ordinance currently prohibits “dump picking” until a designated swap area is established. This area has not been established but picking does occur. Mr. Winn expressed concern that such an area would need to be monitored.

Mr. Winn proposes use of clear bags for household waste in an effort to increase recycling and, thereby, decrease hauling costs. The Town could sell these bags (as is done in the Town of Milton). Perhaps this could be done on a trial basis.

Mr. Winn also proposes increasing the per pound disposal fee of demo material from \$0.05 to \$0.07.

A public hearing on these proposed changes will be scheduled for April 8.

b) Joe Williams re: Paul School Road Race Fundraiser – Mr. Williams advised this race, scheduled for April 18, is planned to raise funds for PBIS (Positive Behavioral Intervention Supports). The plan is to run a course through the downtown area (he provided a map) and to utilize the Town Beach as a water station. Parks & Rec is assisting with the logistics, and Mr. Williams has discussed these plans with the Police Department. The entire event will be complete by noon on April 18. The Board approved of these plans by consensus.

2. Unscheduled Matters/Public Comment #1

--Tara Sue Myers and Bonnie Nicholas, of the Ladies Auxiliary to the VFW, presented a letter (read aloud by Ms. Nicholas). The LA VFW is interested in launching a program for displaying flags or banners throughout town. Ms. Twombly noted that the Town used to fly flags from utility poles; however, the flags became worn and ripped. Perhaps banners would be a better idea. Ms. Twombly added that local businesses might be willing to contribute funds for such a program. Ms. Williams stressed that we must now obtain permission from Eversource to hang anything from those poles. She also noted that no funds for such a program were included in the Town's current budget, but perhaps funds could be considered in the 2016 budget. Ms. Myers suggested that a matching program might work. Mr. Edwards is certainly supportive of this event; however, the LA VFW must determine the process.

Reference was made as to how the Historical Society would view such a display. Ms. Myers suggested that the Historical Society might wish to sponsor an older style flag, while others may wish to sponsor some other type of flag. The ladies will continue discussions with Ms. Williams. Mr. Paul stated that the display should occur from Memorial Day to Labor Day.

3. Unfinished Business

a) Parks & Rec Vehicle – Funds for a vehicle were approved in 2014, then encumbered for 2015. Wayne Robinson has finally found a suitable vehicle—in California! The base cost is \$29,950, plus prep and delivery costs, totaling \$34,350. \$27,000 is available in encumbered funds. The remainder is available within Fund 5 (as a result of fundraising). Mr. Edwards noted that the VIN numbers have been checked, and the vehicle is guaranteed upon delivery. **Mr. Edwards moved to accept the contract with Creative Bus Sales in the amount of \$34,356, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

4. New Business

a) Primex CAP Agreement – Ms. Williams referred to Primex providing both workers' comp and unemployment insurance for the Town now. They offer a 2-year program, via which any annual increase would be capped at 10%. **Mr. Paul moved to enter the CAP program with Primex as presented. Ms. Twombly seconded the motion, which passed 3-0.**

b) Town Hall Renovation Project Change Order #6 – This represents a credit of \$812! **Mr. Edwards moved to approve Change Order #6, a credit in the amount of \$812, as presented. Ms. Twombly seconded the motion, which passed 3-0.** The approximate project completion date is March 29, 2015.

c) Lease Renewal – Faith Renewal Fellowship Church – FRFC is desirous of renewing their lease with the Town for 1892 Province Lake Road for another year. **Mr. Paul moved to approve the lease renewal as presented. Ms. Twombley seconded the motion, which passed 3-0.**

d) Review of Sealed Non Public Minutes – The Board will review several sets of previously sealed non-public minutes each meeting to determine whether or not conditions still exist to keep them sealed. The Board proceeded to review 6 sets of sealed non-public minutes as follows:

11/20/1996 – **Mr. Paul moved to *unseal* these non-public minutes. Mr. Edwards seconded the motion, which passed 3-0.**

6/28/1999 & 6/30/1999 – **Mr. Edwards moved that these minutes remain *sealed*. Ms. Twombley seconded the motion, which passed 3-0.**

4/14/2044 – **Mr. Edwards moved to *unseal* these non-public minutes. Ms. Twombley seconded the motion, which passed 3-0.**

3/26/2008 & 3/31/2008 – **Ms. Twombley moved that these minutes remain *sealed*. Mr. Paul seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures

a) TH Improvements CRF \$3839 – This represents ongoing work on the current project. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombley seconded the motion, which passed 3-0.**

6. Correspondence

a) NH DOT 2015 Road Projects – The DOT is planning work this year on several roads within the Town of Wakefield.

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

8. Administrative Matters

a) Town Administrator's Update

--Ms. Williams and Ms. Twombley attended last week's meeting of the Carroll County Commissioners and presented a letter from the Town of Wakefield regarding the need for timely submission of materials to DRA. A number of other towns sent representatives as well. There was good conversation, as well as suggestions to alleviate the time constraint sometimes created in paying the tax bill to the County.

--The Town has received a request to waive an ambulance bill. This request came from the Wakefield Fire/Rescue Department rather than from the individual. Insurance has covered a considerable amount of the original bill, but the individual is facing difficulties. **Ms. Twombley moved to waive the ambulance bill presented in the amount of \$185.41. Mr. Edwards seconded the motion, which passed 3-0.**

--The hallway walls on the main floor will soon be repainted. Ms. Williams has discussed with Victor Becker the possibility of utilizing some older photos. Victor is willing to enlarge the photos and to have them framed. Each Board member will stop by Ms. Williams' office to review available photos.

b) Building Permit Releases – None forthcoming.

c) Payment Manifests – Mr. Edwards moved to approve AP #6 in the amount of \$734,004.35, as presented. Ms. Twombly seconded the motion, which passed 3-0.

d) Minutes – Mr. Edwards moved to approve the minutes of February 25, 2015, as presented. Ms. Twombly seconded the motion, which passed 2-0-1.

There being no further business, the meeting adjourned at 8:35 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie Twombly