

**Board of Selectmen  
July 8, 2015**

**Present:** Kenneth S. Paul, Vice Chair; Connie Twombly; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary.

Mr. Paul called the posted meeting to order at 6:30 p.m. **Ms. Twombly moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Paul seconded the motion. Roll call vote: Ms. Twombly – ‘aye’ Mr. Paul – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 7:15 p.m., at which time Mr. Paul led those present in the Pledge of Allegiance. Those present at this time also included: Tom Beeler, *The Granite State News*; Ruben Knisley; Annette Perry; Denise Roy-Palmer; Pam Wiggin; John Blackwood; Ed Comeau (videographer); Donna Martin (videographer); and Sarah McGraw and Natallia Leuchanka, Strafford Regional Planning Commission.

**1. Appointments**

**a) Pam Wiggin; Denise Roy-Palmer; Sarah McGraw and Natallia Leuchanka re: Scenic Byway Designation** – The Board had previously been approached to make appointments to an advisory committee for the purpose of retaining the Town’s scenic byway designation. The Board delayed making such appointments until more information regarding this designation became available. Ms. Wiggin advised that Wakefield’s scenic byway was first established by Governor’s Council in 1994. At that time WERC (a Board-appointed committee) was charged with promoting tourism, with assistance from the Heritage Commission and various groups from neighboring towns. A route was sponsored as a scenic byway, starting at Route 16, through the Historic District, onto High Street, then along Route 109, to include Union Village, Milton Mills and ending in Milton. Ms. Wiggin stressed that a scenic byway is totally different than a scenic road. The Heritage Commission received federal funds through this program to develop the information center at the JW Garvin building.

Ms. McGraw stated that the current project begins with development of a strategic marketing plan (vision) for each participating town. The committee members need to be appointed by each town and must complete this plan. From there, each town can decide how/whether to move forward. Some towns are calling this a strategic marketing plan, while others call it a corridor management plan. Each town decides what goes into their plan, which must be presented at a public hearing and approved by that towns’ Boards of Selectmen. The plan is of benefit to the town as it summarizes the visions of each community. This plan is not regulatory.

Mr. Comeau referred to this Board being asked to put together a group to design a management plan. If a property owner along the byway wants to remove 7 very old trees, must he go through the Planning Board or the management plan? Ms. Leuchanka stressed that the management plan would have no standing in this case. Mr. Comeau asked why the Town of Wakefield would want such a plan. Ms. Wiggin stated that the scenic byway in Wakefield was developed to promote economic development— it is merely an attempt to promote this community. She again stated that a scenic byway is much different than a scenic road, which does include regulatory strings. The scenic byway designation would help smaller businesses in both Wakefield and Milton.

Mr. Comeau noted that the City of Dover has twice refused to join this program. He questions why this is so. Mr. Comeau is concerned that the scenic byways program is a step into regulation.

**Board of Selectmen  
July 8, 2015  
Page 2**

Ms. Wiggin stated there is no intention of ever turning this byway into a scenic road. The byway has been in place for over 20 years. It is coming up at this time because the State has decided that we must have a plan in order to continue with that designation. Mr. Dube noted that such a plan would promote business, such as McKenzie's Farm in Milton, Heritage Park in Union, then the Pub in Sanbornville. The purpose is economic development by encouraging visitors to travel the scenic byway.

Mr. Comeau asked whether the Town receives grant money to accomplish this. Ms. Wiggin stated that the Town received some funding years ago to partially renovate the Garvin Building and was eligible for such funding because the building was on a scenic byway. Mr. Comeau asked whether it would not be easier to use our planning board and master plan. Ms. Roy-Palmer noted that the planning board is a regulatory board, but this is not a regulatory project.

Ms. Perry spoke of the families visiting the Heritage Center who are interested in all that the surrounding area has to offer. Ms. Roy-Palmer advised that once the marketing plan is adopted, the group will only meet a couple of times per year. Ms. Leuchanka noted that increased participation promotes diverse perspectives, resulting in a community-wide vision. Residents of all part of town are encouraged to attend meetings to participate. Mr. Dube stated that both Milton and Wakefield must agree to establish an advisory board or the scenic byway designation will be lost. Milton has already agreed. The Wakefield Chamber of Commerce is looking to have representation on that committee as well. Mr. Dube has no intention of limiting the rights of property owners. Ms. Wiggin noted that although only 2 names were presented to the Board for appointment, additional appointments can certainly be made.

Ms. McGraw stated that the State committee has 15 members from specific areas of interest. However, the town committee is a little different, and there is no limit to membership. Once the committee is formed, it may establish its own limits. Ms. Williams questioned how the marketing plan will be publicized when ready. Ms. Wiggin stated there are a number of things in motion. Ms. Roy-Palmer added that the Moose Mountain Regional Alliance is looking to incorporate this project into its efforts. She noted that not much has happened since the byway was established 20 years ago.

Mr. Miller is confused. He hears that the project is meant to promote tourism by promoting businesses in town. He questioned why the State government, after doing nothing for 20 years, is now twisting the towns' arms to create a management plan or else we will lose the scenic byway designation. Mr. Miller believes the State government is forcing itself on the town. He is not sure how the management plan would be worded or how it might affect those living along the scenic byway. Once the management plan is in place, the town must enforce the plan, without State funding. Why are we being hurried by the State? Mr. Miller supports tourism, but he is not sure why the State of NH is telling us to do it. He wonders why other NH towns are not participating. Mr. Miller is appreciative of the public hearing process but would want to see the fine print.

Mr. Paul read from the web site regarding the State's solicitation for individuals with various areas of expertise. Mr. Dube noted that if we fail to participate, we will not get the future benefit of our scenic byway being identified on State maps, nor may we reap other benefits. Ms. Twombly believes the scenic byway designation is a good idea as long as it does not limit the rights of the property owners.

Ms. Perry stated that Wakefield's decisions should not be dependent upon decisions made in other towns. Mr. Paul stated that we should attempt to learn from the mistakes of others. However, it appears that this would be an advisory committee, rather than regulatory. Ms. Wiggin advised Mr. Beeler that no such plan was required at the time of the original designation. However, SRPC has examples of plans that will be viewed by those appointed to this committee, along with anyone else in the community who would like to take part.

Ms. Williams asked who would conduct the public hearing. Ms. Wiggin noted that previously, Wakefield held 2 hearings, and Milton held 1. Ms. McGraw added that the public hearing does not have to be held during a Selectmen's meeting, but it can be if that is what the Town wants. Ms. Wiggin advised that work on maps and inventories has already begun. Ms. Leuchanka reviewed what the plan should include, such as an introduction of the area, the intrinsic qualities, history, traffic data, and community vision. Ms. Wiggin noted that the townspeople may decide they do not want to promote tourism—the plan will include as much or as little as the community wants.

Mr. Paul summarized: the committee will develop a plan, public hearing(s) will be held, the Board of Selectmen will consider approval of the plan. **Mr. Paul moved to appoint Pam Wiggin, Denise Roy-Palmer and a representative of the Wakefield Chamber of Commerce to the Advisory Committee of the Branch River Valley Trail Scenic Byway. Ms. Twombly seconded the motion, which passed 2-0.**

## **2. Unscheduled Matters/Public Comment #1**

--Ms. Twombly referred to the most recent issue of *Town and City* magazine in which our very own Teresa Williams is featured!!

--Mr. Blackwood questioned why the Highway Department uses the backhoe from the Transfer Station (which has foam-filled tires) instead of its own excavator. Mr. Paul referred to a recent event for which the excavator was thought to be too big for the job. The Highway Department is looking to replace the excavator; however, it occasionally needs use of a smaller machine. Mr. Blackwood noted that the new machine is now running 7 days a week. Mr. Paul stated at least the machine is not being worked hard 7 days a week. Hopefully, with better organization at the Transfer Station, we will save hours on that machine. Mr. Blackwood questioned who will be responsible if the machine requires repair. He added that the Highway Department should learn how to utilize the excavator. Mr. Paul believes the excavator is actually too big for our needs. We are looking to budget for something more suitable, perhaps via a lease.

--Mr. Blackwood referred to recent repair work on Ballards Ridge Road, where he believes water will continue to run where it wants. Additionally, culvert work on Canal Road is not adequate and needs to be done right.

## **3. Unfinished Business**

**a) Crushing/Screening Bids** – Mike Gingras has recommended that the Board award this bid to Custom Crushing out of Meredith. **Mr. Paul moved to award the bid for crushing/screening material at the Highway Department to Custom Crushing, as recommended. Ms. Twombly seconded the motion, which passed 2-0.**

**b) Sewer Connection 57 Cedar Street** – This issue has been postponed to the July 22 meeting.

**c) Sale of Tax Acquired Property** – Mr. Paul referred to the recent award of bids for Tax Acquired Property and noted that, in hindsight, the Town should have required a lot merger with respect to the lot on Buttercup Lane. Ms. Williams then provided deeds and relevant documents requiring the Board's signature in order to accomplish sale of the 3 tax acquired properties.

#### **4. New Business**

**a) Road Opening Permit** – The Sanbornville Water Precinct has submitted a permit application in order to replace all water main and service lines on St. Anthony's Road. **Ms. Twombly moved to approve the road opening permit for the Sanbornville Water Precinct as presented. Mr. Paul seconded the motion, which passed 2-0.**

**b) NH GAP** – Ms. Fogg has been reviewing information on an Internet data base, via which towns can share information regarding recipients of general assistance. The yearly cost, as of November 1, is \$304. The Town of Wolfeboro is using this program and has offered to show Ms. Fogg how it works. The Board agreed to enter in an agreement for this service, provided there are sufficient funds within the Welfare budget.

**5. Proposed Capital Reserve Expenditures** – None presented.

#### **6. Correspondence**

**a) Tri CAP** – Offices of this organization are being consolidated, which should not affect Wakefield residents.

**b) Training Spreadsheet** – A current spreadsheet of training accomplished by Town employees was provided for the Board's information.

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

#### **8. Administrative Matters**

##### **a) Town Administrator's Update**

--We recently experienced a sewer line break on High Street. It is anticipated that paving will occur when other construction projects are addressed.

--The Board of Selectmen in Middleton has indicated that they will reimburse the Town of Wakefield for at least half of an outstanding bill for service for a Middleton resident. The Chiefs of each town will discuss the possibility of a mutual aid or service agreement.

--About a month ago an individual tripped and fell on the front steps of Town Hall. It is not clear exactly what caused that occurrence. That individual has presented the Town with a bill for replacement of eyeglasses. The Town's insurance carrier will not make payment as it has not been determined that the Town was negligent. Mr. Paul stated again that every Town building should have cameras. He suggested that the individual address the Board at a meeting to discuss this.

--The Town owns tax acquired property at 116 Juniper Ridge Road. Ms. Williams has determined that the previous owner had an oil spill in the basement and had contacted DES in June 2013.

In August 2014, the mortgage holder sent a company to clean up the spill, the cost of which is covered by a DES grant. That company needs to conduct 2 more sample tests to determine whether the site is clean; however, the mortgage company has not been reachable and, therefore, there is no way to access the building. Now that company has discovered that the Town actually owns the property. They are seeking the Town's permission to enter the property to take samples. There would be no cost to the Town. The Board agreed to allow the testing on this property to continue, and access will be achieved. --Ms. Williams presented the Board with 2 examples for a Town seal, developed by Jim Miller. This will be discussed in more detail at the next meeting.

**b) Building Permit Releases** – None forthcoming.

**c) Payment Manifests** – Ms. Twombly moved to approve PR 15 in the amount of \$73,871.33, as presented. Mr. Paul seconded the motion, which passed 2-0.

Ms. Twombly moved to approve AP 21 in the amount of \$692,926.30, as presented. Mr. Paul seconded the motion, which passed 2-0.

**d) Minutes** – Ms. Twombly moved to approve the minutes of June 24, 2015, as presented. Mr. Paul seconded the motion, which passed 2-0.

There being no further business, the meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

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Richard C. Edwards, Chairperson

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Kenneth S. Paul, Vice Chair

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Connie Twombly