

**Board of Selectmen
November 16, 2015**

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

Mr. Edwards called the posted meeting to order at 5:03 p.m. Ms. Williams referred to suggested appropriations for capital reserve funds as follows:

Ambulance - Chief Nason has requested an appropriation of \$67,000. He intends to purchase a new vehicle in 2016.

Landfill Closure – No appropriation is recommended for 2016.

Transfer Station Recycling – No information was submitted by Mr. Winn. However, Mr. Paul stated that the Transfer Station Ordinance Committee has several recommendations. He presented an aerial view of the facility and identified where 2 compactors could be placed (on the right, before the scales). This would allow up to 4 lanes of traffic for MSW. The paper could go in the current compactor, where MSW currently goes. This would free up a container for demo, and all recycling would be in one area. Mr. Paul referred to Milton's operation, where they purchased their own truck and haul to whatever facility is offering the best price. Discussion followed as to whether these costs would come from the TS Recycling CRF or the TS Facility CRF. No appropriation was recommended for this CRF.

Transfer Station Facility - Mr. Paul suggested appropriating \$50,000 for this CRF.

Bridge – Discussed Canal Road and Maple Street. No specific plan has been made. \$10,000 will be recommended for this CRF.

Firetruck - \$30,000 will be recommended.

Highway Truck - \$25,000 will be recommended.

Highway Heavy Equipment - \$50,000 will be recommended.

PSB² – No appropriation at this time. Mr. Edwards will discuss same with the PSB Committee.

Town Hall Improvements - \$5,000 will be recommended.

Police Cruiser - \$31,500 will be recommended.

Invasive Species - \$30,000 will be recommended.

Wastewater Treatment – No appropriation will be recommended.

Technology - \$10,000 will be recommended.

Parks & Rec Field Maintenance – No appropriation will be recommended.

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Cemetery Maintenance – No appropriation will be recommended.

Emergency Management - \$1750 will be recommended.

Forest Fire Management – No appropriation will be recommended.

Salt Shed – No appropriation will be recommended.

Cemetery Well Pump – No appropriation will be recommended.

Highway Road Projects - \$105,000 will be recommended.

Ms. Twombly moved to recommend the above-referenced CRF appropriations, totaling \$415,250. Mr. Paul seconded the motion, which passed 3-0.

Ms. Williams then presented potential warrant articles as follows:

Chief Nason had requested the Board include an article to replace tools on the rescue truck. **Mr. Paul moved to support this article in the amount of \$39,813. Ms. Twombly seconded the motion, which passed 3-0.**

The Board of Assessors has requested the establishment of an expendable trust fund, with an \$8000 appropriation for the statistical update, planned to be accomplished in 2018. **Mr. Paul moved to support this article in the amount of \$8000. Ms. Twombly seconded the motion, which passed 3-0.**

Ms. Williams received an estimate of \$19,980 for installation of security cameras in Town Hall. Perhaps it would be more important to begin installation at a different Town property. It was agreed to recommend establishment of a CRF, with an appropriation each year, beginning in 2016 with \$15,000. **Mr. Paul moved to support this article in the amount of \$15,000. Ms. Twombly seconded the motion, which passed 3-0.**

Ms. Williams advised that RSA 41:9-a allows the Board to establish various fee schedules. It was agreed to include this as a warrant article as a “housekeeping” item.

The Trustees of the Trust Funds and the Cemetery Trustees are in agreement to establish either a revolving fund or expendable trust fund, into which money generated from plot sales could be deposited. This fund would be used for cemetery maintenance, and it is hoped that it would eventually be self-sustaining. Ms. Williams will seek additional information as to exactly which type of fund would be appropriate, as well as which group should be named as agents to expend.

Mr. Williams advised that the Town Hall telephone system is nearly 20 years old. It is becoming difficult to obtain parts. RSA 31:98-a allows for the establishment of an Emergency Contingency Fund, which could be used in the event the system must be replaced. **Mr. Paul moved to support this article with a \$10,000 appropriation. Ms. Twombly seconded the motion, which passed 3-0.**

Ms. Twombly moved to enter Non Public Session at 6:20 p.m. Mr. Paul seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Paul ‘aye’; Mr. Edwards – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 7 p.m. Mr. Edwards led those present in the Pledge of Allegiance. Those present included: Tom Beeler, *The Granite State News*; Ed Comeau (videotaping); and Donna Martin (videotaping).

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment #1

--Ms. Twombly attended a dinner for Veterans at the Wakefield Inn. She shared a poem read at that function.

3. Unfinished Business

a) Waste Management Contract – Ms. Williams advised that Waste Management is willing to enter a 1-year contract for hauling plastics and mixed paper. **Mr. Paul moved to authorize Mr. Edwards to execute the contract with Waste Management, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

4. New Business – None scheduled.

5. Proposed CRF Expenditures

a) Town Hall Improvements \$752.81 – This represents the cost to wire 2 automatic door openers. **Ms. Twombly moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.**

b) Town Hall Improvements \$2262.16 – This represents the cost to install a commercial door operator for the connector/library door. **Ms. Twombly moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.**

c) Town Hall Improvements \$12,840 – This represents half the cost to address the drainage issue in the front of Town Hall. **Mr. Edwards moved to approve this expenditure. Ms. Twombly seconded the motion, which passed 3-0.**

d) Highway Construction Projects \$5850 – This represents the cost for FR Carroll to remove pavement and repave the culvert on Brackett Road. **Ms. Twombly moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.**

6. Correspondence

a) UNH T² – Chuck Murray has attained the status of Roads Scholar One!

b) UNH T² – Leigh Nichols has attained the status of Roads Scholar Two!!

c) SRPC Metro Plan – Ms. Williams provided this document to the Board via email. SRPC will present this to Planning Board; however, the Selectmen are welcome to submit projects for the 10-year plan.

Mr. Edwards referred to the Petition and Pole Licenses submitted. The Board accepted and executed the 3 petitions for Martin Lane and Veazey Cove Road.

7. Unscheduled Matters/Public Comment #2

--Mr. Edwards advised that he has perambulated the Wakefield/Effingham line with the Effingham Board's representative. Additional markers were installed to better mark the line. Ms. Williams suggested that the Board appoint Mr. Edwards as the official representative to perambulate Town lines. Mr. Paul noted that Perambulation is one of Mr. Edwards' liaison assignments. **Ms. Twombly moved to appoint Richard C. Edwards as the Board's representative for Perambulation. Mr. Paul seconded the motion, which passed 3-0.** The Board executed the Perambulation report, and Mr. Edwards will meet with the Effingham Board to get their signatures. Next he will work on the Wakefield/Ossipee line.

8. Administrative Matters

a) Administrator's Update

--The 2015 tax rate has been set at \$13.06 per thousand. Tax bills will be available shortly.
--The floor of the opera house has been refinished and looks great!
--The Board's next regular meeting is scheduled for December 9. The meeting following that is scheduled for December 23. It will be determined at the December 9 meeting whether the December 23 meeting will be necessary.

b) Building Permit Releases – None received.

c) Petition and Pole Licenses – Addressed previously.

d) Payment Manifests – Mr. Paul moved to approve PR #25 in the amount of \$90,235.38. Ms. Twombly seconded the motion, which passed 3-0.

Ms. Twombly moved to approve AP #32 in the amount of \$414,792.28. Mr. Edwards seconded the motion, which passed 3-0.

e) Minutes – Ms. Twombly moved to approve the minutes of October 21 & 28, 2015 as presented. Mr. Paul seconded the motion, which passed 3-0.

Ms. Twombly moved to approve the minutes of October 30, 2015 as presented. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Beeler would like the Selectmen's proposed budget figures. Ms. Williams will provide same and noted that the overall increase over the 2015 budget is 1.6%, or just under \$80,000.

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Mr. Beeler asked how long the foundation work (around Town Hall) will take. Ms. Williams expects that most of the work will be done by the end of this week.

Ms. Twombly moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Paul seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed unanimously, and the Board entered Non Public Session at 7:32 p.m.

The Board returned to public session at 7:35 p.m., at which time the meeting adjourned.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul

Connie Twombly