

Board of Selectmen December 30, 2015

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

Also present were: Donna Martin (videographer); Victor Becker; Dave Mankus; Karen Gange; Tom Beeler, *The Granite State News*; and Angie & Leigh Nichols.

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

1. Public Hearing re: Proposed Transfer Station Ordinance - Mr. Edwards opened the public hearing and referred to the sub-committee appointed by the Board to review the existing ordinance and to make recommendations for its revision. Mr. Mankus spoke to the many meetings of the sub-committee and their thorough review and discussion of the ordinance.

Mr. Edwards referred to an email received from Joseph Hoodlet, who often picks up litter along Ballards Ridge Road. In order to dispose of the collected material at the transfer station, Mr. Hoodlet would need to separate the trash. He is in hopes that this issue may be addressed in the revised ordinance. Mr. Edwards is very appreciative of Mr. Hoodlet's efforts and does not want to discourage him, or others, from continuing those efforts. Mr. Paul noted that those who litter should not dictate the content of the ordinance. He also noted that the Town crew also picks up litter. Mr. Paul does not believe this issue should be addressed in the ordinance; rather it requires greater enforcement of the relevant law. Ms. Williams suggested this could be addressed case by case for those individuals who are willing to assist in keeping our community litter-free.

There being no further public comment, Mr. Edwards closed the public hearing at 7:11 p.m. **Ms. Twombly moved to support the Transfer Station Ordinance as written for inclusion on the 2016 Town Warrant. Mr. Paul seconded the motion, which passed 3-0.**

2. Appointments

a) Karen Gange re: Redemption of 83 Dulko Circle - Mr. Edwards referred to the Town having recently acquired the subject property for non-payment of property taxes. He also referred to the total cost to redeem the property, which includes a substantial penalty. Ms. Gange referred to her difficulty in paying her taxes, including her lack of work. She referred to the amounts and timing of payments she was able to make. According to Ms. Gange, she returned to Town Hall one business day late with the balance necessary to avoid losing her property; however, she was told she was too late.

Ms. Williams confirmed that Ms. Gange had been made aware of the exact deadline at the time she made her last payment to the Tax Collector. In addition, the Board of Selectmen had granted a waiver a year earlier when Ms. Gange was in the exact same predicament, thus allowing Mr. Gange to keep her property and time to pay the outstanding property taxes. Although Ms. Gange eventually made those payments, she did not make regular payments towards the next lien. Ms. Gange stated that she just didn't understand that the situation had gotten so out of hand.

Ms. Williams referred to the liability to which the Town is exposed by Ms. Gange's remaining on the premises. The eviction process will begin at the first of the new year. If Ms. Gange is able to secure a loan (perhaps from a local bank) the amount due will exceed \$28,000. Mr. Paul referred to the warning letter sent to all in Ms. Gange's situation well in advance of the tax deeding. He stressed that the letter was very clear as to the amount of penalty that would be imposed should the taxes remain unpaid.

Mr. Edwards commended Ms. Gange in exercising her right to address the Board on this issue; however, the Board can do nothing for her at this point in time.

b) Victor Becker re: Opera House Renovations - Mr. Becker provided an outline of the next step in the renovation process--lighting--including costs and possible funding sources (WPI and the Town of Wakefield). Mr. Becker advised the proposed system would be very simple to use, without needing to access the breaker panel. It would also centralize the lighting control panel. In addition, the existing pole lights would be eliminated.

Mr. Becker advised that in order to meet current code, the panel could not be located back stage as it exists. He suggested removal of a specific wall. If the actual costs are less than estimated, the Town's \$20,000 contribution would be reduced accordingly. Mr. Edwards questioned what other plans may exist for the CRF funds. Ms. Williams advised that there is no specific plan for 2016; rather, she anticipates developing a plan for renovation of the existing mail/finance area for 2017. The Board agreed by consensus to use of up to \$20,000 from the Town Hall Improvements CRF for the lighting project as proposed by Mr. Becker.

3. Unscheduled Matters/Public Comment - None forthcoming.

4. Unfinished Business

a) GWRC 2016 Appropriation Request - The Board did not vote to support the GWRC's 2016 request for the building because no plan had been provided. The GWRC has now developed a plan. The Budget Committee reviewed the plan and voted to support the appropriation request. The Board viewed the plan. **Ms. Twombly moved to support the \$2500 request for the building. Mr. Edwards seconded the motion, which passed 3-0.**

5. New Business

a) Review of Proposals for Property Liability Insurance - Ms. Williams reminded the Board that a change in carrier is necessary as a result of PLT not being able to provide coverage as of July 1, 2016. She received quotes from Primex and from Davis & Towle. Jeff Reardon of Davis & Towle was present and joined the Board. Ms. Williams noted that Primex has been around for a long time as a risk pool group. Davis & Towle is offering coverage through Travelers. Mr. Reardon spoke to the qualifications of Travelers, as well as to the history of Davis & Towle.

Discussion followed regarding the blanket property value, with Primex's value being slightly higher. Mr. Reardon noted that Travelers would include fibre liability, at an additional cost. He noted that it is unusual for a private insurance company to provide an estimate this far in advance of the proposed coverage term. He stressed that if the Town's schedules should change dramatically, the premium would also change. In addition, the rate quoted is based upon a risk control interview. Ms. Williams accomplished a similar interview with Primex. Lastly, Travelers reserves the right to review the Town's losses through March of 2016.

Although the Board members were in general agreement to accept the proposal from Davis & Towle, no vote will be taken until several outstanding items have been addressed.

6. Proposed Capital Reserve Expenditures

a) Highway Road Projects \$16,309.13 - This represents the cost to pave White Birch Road. **Mr. Paul moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

b) Highway Road Projects \$46,253.34 - This represents the cost for base work for White Birch, as well as paving for Church & Summer Streets. **Mr. Paul moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

c) Highway Road Projects \$7,761.50 - This represents the cost to reclaim White Birch prior to paving. **Mr. Paul moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 3-0.**

Mr. Paul referred to the lateness of these bills. Ms. Williams advised this will result in less money being left in the capital reserve fund for 2016; therefore, fewer projects will be addressed in 2016. **Mr. Paul moved to increase the proposed 2016 appropriation for the Highway Road Projects CRF by \$50,000. Ms. Twombly seconded the motion, which passed 3-0.**

7. Correspondence

a) UNH T2 - Congrats to Mike Gingras for having achieved the following status: Road Scholar 2, Senior Road Scholar and Safety Champion!!

b) UNH T2 - Also congrats to Chuck Murray for attaining both Road Scholar 1 and 2! Ms. Williams advised that Leigh Nichols has also attained Senior Road Scholar; however, we have not yet received official notification from UNH.

c) NH DES - This information relates to recent monitoring well testing results, which indicate the presence of e coli. Mike Soucy is addressing this issue.

8. Unscheduled Matters/Public Comment #2 - None forthcoming.

9. Administrative Matters

a) Town Administrator's Update

--Ms. Williams provided language for the Public Safety Building warrant article. Mr. Edwards stated there will be an open house at 10 a.m. on January 16 in order to educate voters on this issue. **Mr. Paul moved to approve the warrant article as proposed. Ms. Twombly seconded the motion, which passed 3-0.**

--The Salt Shed CRF has a balance of \$2490. The Budget Committee has suggested this fund be closed if it has no more purpose. Discussed the possibility of purchasing a curtain or providing light/electricity for the shed. Ms. Williams will check with the Trustees of the Trust Funds regarding use of this fund for those purposes. She will have Mike Gingras obtain an estimate for provision of electricity.

--The Budget Committee added \$13,402 to the operating budget in order to reimburse the sewer fund in 2016 for payment of the sewer bond, rather than spreading that reimbursement out over the next 4 years. **Mr. Edwards moved to support the addition of \$13,402 to the relevant line as proposed by the Budget Committee. Mr. Paul seconded the motion, which passed 3-0.**

--NRRA has provided a Memorandum of Understanding allowing the Town to obtain additional C&D trailers at the Transfer Station. Mr. Winn has been unable to obtain additional trailers from Waste Management. The Board agreed by consensus to execute the Memorandum, for a term of 1 year, as provided by NRRA.

b) Selectmen's Letter of Appreciation - This month's letter will be sent to Reuben Knisley, who is very helpful to those in need.

c) Building Permit Releases - Mr. Edwards moved to approve the building permit release for Norton-Edge on Gold Coast Drive. Mr. Paul seconded the motion, which passed 3-0.

d) Petition and Pole License - Mr. Paul moved to approve the Petition and Pole License for Main Street, as presented. Ms. Twombly seconded the motion, which passed 3-0.

e) Payment Manifests - Ms. Twombly moved to approve AP #38 in the amount of \$94,870.53, as presented. Mr. Paul seconded the motion, which passed 3-0.

f) Minutes - Mr. Edwards moved to approve the minutes of December 9, 2015, as presented. Mr. Paul seconded the motion, which passed 3-0.

There being no further business, the meeting adjourned at 8:40 p.m.

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Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul

Connie Twombly