

**Board of Selectmen  
March 23, 2016**

**Present:** Richard C. Edwards; Kenneth S. Paul (joined the session in progress); Connie Twombly; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary.

Mr. Edwards called the posted meeting to order at 6 p.m. **Ms. Twombly moved to enter Non Public Session under RSA 91-A:3, II (a) & (b). Mr. Edwards seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Edwards – ‘aye.’ The motion passed 2-0, 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 at this time included: Donna Martin (videographer); Ed Comeau (videographer); Janet Miller; Monica Rogers; Tom Beeler, *The Granite State News*; Nancy Spencer Smith; and Chris Kruger.

**Board Organization – Ms. Twombly moved to appoint Mr. Edwards as Chair. No second; motion fails.**

**Mr. Paul moved to appoint Mr. Edwards as Chair and Ms. Twombly as Vice Chair, with all the same liaison assignments.** Ms. Twombly emphatically stated she has no interest in the position of Vice Chair. **No second; motion fails.**

**Mr. Paul moved that all assignments remain the same as those in 2015. Ms. Twombly seconded the motion, which passed 3-0.**

**1. Appointments**

**a) Chris Kruger re: Solar Panels at Transfer Station** - Mr. Kruger recently purchased a home near the Transfer Station. He believes everyone should have solar power in order to insulate themselves from all future fuel increases. He could provide the same system offered by Fraser Electric at about half the cost. Mr. Edwards advised that the Board had a presentation several months ago and is currently waiting for the results from surrounding towns. Mr. Kruger provided the Board with information and welcomed the Board to contact him in the future if interested. He expects to be in the Caribbean much of the time; otherwise he would be willing to serve on an energy committee, if formed. Discussion followed regarding the feasibility of having volunteers erect such a system on Town property.

**b) Monica Rogers and Janet Miller** – Ms. Miller advised that Monica Rogers has been assisting the Food Pantry with fundraising. A vendor event was held 2 years ago at the ballfields, with another being held at the Paul School last year. Neither seemed to be an ideal venue. Ms. Rogers is planning this year’s event for September 10 and expects at least 40 vendors. She would like to hold the event in the Town parking lot near Turntable Park, as well as in the park area and the area across Meadow Street [Cosmar Drive]. Vendors pay \$25 for their spot and each will donate a raffle item worth \$25. Ms. Rogers believes the event would be more successful if it were held in the downtown area. All profit is divided equally between the Food Pantry and the backpack program. Ms. Williams referred to the need to shut down both the parking lot and Cosmar Drive for such an event. Ms. Rogers stated that she would be responsible for all trash removal, and the event would come under the Food Pantry’s insurance policy. She advised Mr. Paul that the only fundraising events with which she has been involved in this area are the 2 previously mentioned.

Ms. Williams is concerned about closing Cosmar Drive and noted that residents in that area would require pre-notification. Mr. Edwards suggested that Ms. Rogers come back to the Board on April 27 with a plan for the anticipated set up.

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

--Mr. Beeler noted that he is aware of solar panels installed by volunteers; however, this was done on private property.

--Ms. Martin invited all to the sunrise service at Cotton Mtn Community Church scheduled for Easter Sunday (March 27) at 6:30 a.m.

## **3. Unfinished Business**

**a) Disposition of Tax Acquired Property** – Ms. Williams referred to the tax acquired property eligible for disposal and whether to accomplish this via sealed bids or a live auction. Ms. Williams has confirmed that Rick Sager continues to run auctions. In addition, he and others in that business seem to execute auctions in the same manner, for the same cost. There is actually no charge to the Town, rather buyers are charged a “buyer’s premium.” The Board agreed by consensus to have Rick Sager auction eligible properties, as he has done previously. Ms. Williams will attempt to schedule this event prior to July 4.

Ms. Williams referred to tax acquired property located on Pigeon Hill Road. This property was removed from last year’s bid list due to the condition of the property. NHMA has since advised the Town can sell the property as is and it is the buyer’s responsibility to do the research.

## **4. New Business**

**a) Former Union School Property** – In 2011, the voters approved the return of the Union School property to the Taft heirs. The property had originally been deeded to the Town in 1903 and 1907. However, it has come to light that the Tafts deeded a 3<sup>rd</sup> parcel to the Town in 1937. Although the deed had been recorded with the County, no record of this transfer exists at the Town level. It was “discovered” during a recent survey of abutting property. Ms. Williams encouraged the Board to agree to have the tax maps corrected to reflect the Town’s ownership of this property. Thereafter, we would need to decide how/whether to dispose of this property. The property appears to be landlocked, which may affect its disposition. **Ms. Twombly moved to include this property on the tax maps as belonging to the Town of Wakefield. Mr. Paul seconded the motion, which passed 3-0.** Ms. Williams will investigate as to how the Town can dispose of this property.

**b) Police Department Grants** – The documents were not received from Chief Fifield. This will be rescheduled.

**c) MS 232** – This report is required by the Department of Revenue Administration and reflects the appropriations approved by the voters. The Board executed this document as presented.

**d) Federal Surplus Property Program** – The Town has participated in this program for a number of years. It offers an opportunity to acquire various equipment and/or furniture that may come available. **Ms. Twombly moved to authorize Mr. Edwards to execute this agreement as presented.**

**Mr. Paul seconded the motion, which passed 3-0.**

**5. Proposed Capital Reserve Fund Expenditures** – None scheduled.

**6. Correspondence**

**a) Geoff Denley re: Condition of Pond Road** – Mr. Paul has spoken with Mr. Denley, whose concerns have more to do with Oak Hill Road. He is trying to resolve the issues via the Highway Department.

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

**8. Administrative Matters**

**a) Town Administrator's Update**

--Ms. Williams presented 3 purchase orders, as follows: The first is for \$6679.97, representing the cost of diagnostic scanning tools for the Highway Department. **Ms. Twombly moved to approve this purchase order as presented. Mr. Paul seconded the motion, which passed 3-0.**

The next purchase order, \$38,613, represents that purchase of equipment for Rescue #1, as approved by the voters. **Mr. Paul moved to approve the purchase order as presented. Ms. Twombly seconded the motion, which passed 3-0.**

The third purchase order, \$35,401, represents the pre-payment for the chassis for the new ambulance. This pre-payment results in a savings of \$1000! The balance will be due when the ambulance is ready. **Mr. Paul moved to approve the purchase order as presented. Ms. Twombly seconded the motion, which passed 3-0.**

--Ms. Williams met with Davis & Towle to review the entire plan for the Town's property liability insurance coverage. The crime portion of the insurance will be provided through Utica, rather than through Travelers. **Mr. Paul moved to authorize Mr. Edwards to execute the agreement with Utica as presented. Ms. Twombly seconded the motion, which passed 3-0.**

**Mr. Paul moved to authorize Mr. Edwards to execute the account summary, including cyber insurance, with Travelers, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

Travelers also requires confirmation that the Town wishes to limit the Uninsured Motorist coverage to \$1million, thereby rejecting coverage in the amount of \$5million. **Ms. Twombly moved to authorize Mr. Edwards to execute the Supplementary Commercial Automobile Application Uninsured Motorist Coverage document, as provided. Mr. Paul seconded the motion, which passed 3-0.**

--Ms. Williams shared patches of the new Town seal to be used on uniforms.

**b) Selectmen's Letter of Appreciation** – The Board agreed that this month's letter would be sent to Bill Gaver and his Railroad Boys!!

Ms. Twombly reminded everyone that the Board has been asked to conduct a meeting at the railroad station in Union. Perhaps this could occur for the second meeting in June (the 22<sup>nd</sup>).

**c) Commission Membership Appointments** – The Board reviewed recommendations and made appointments as follows:

**Ms. Twombly moved to appoint Annette Perry as an alternate to the Heritage Commission for a term through March 2019. Mr. Edwards seconded the motion, which passed 3-0.**

**Ms. Twombly moved to reappoint Nathan Fogg as a member of the Conservation Commission for a term through March 2019. Mr. Paul seconded the motion, which passed 3-0.**

**Ms. Twombly moved to reappoint George Frothingham as an alternate to the ZBA for a term through March 2019. Mr. Edwards seconded the motion, which passed 3-0.**

**Ms. Twombly moved to reappoint Sherry Hatch as a member to the Parks & Rec Commission for a term through March 2019. Mr. Edwards seconded the motion, which passed 3-0.**

**Ms. Twombly moved to reappoint Sarah Hayes as a member to the Parks & Rec Commission for a term through March 2019. Mr. Edwards seconded the motion, which passed 3-0.**

**Ms. Twombly moved to reappoint James (Bo) Keating as an alternate to the Parks & Rec Commission for a term through March 2019. Mr. Paul seconded the motion, which passed 3-0.**

**Ms. Twombly moved to reappoint Donald Cheever as an alternate to the Parks & Rec Commission for a term through March 2019. Mr. Paul seconded the motion, which passed 3-0.**

Mr. Paul reviewed the openings still available.

**d) Petition and Pole Licenses** – Mr. Edwards moved to approve the Petition and Pole License for Davis Road. Ms. Twombly seconded the motion, which passed 3-0.

**Mr. Edwards moved to approve the Petition and Pole License for Lord Road. Ms. Twombly seconded the motion, which passed 3-0.**

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

**f) Payment Manifests** – Ms. Twombly moved to approve PR #8 in the amount of \$65,130.29. Mr. Paul seconded the motion, which passed 3-0.

**Mr. Paul moved to approve AP #8 in the amount of \$49,360.03. Ms. Twombly seconded the motion, which passed 3-0 .**

**Board of Selectmen  
March 23, 2016  
Page 5**

**g) Minutes – Mr. Paul moved to approve the minutes of March 9, 2016, as presented. Ms. Twombley seconded the motion, which passed 2-0-1.**

There being no further business, the meeting adjourned at 8:03 p.m.

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

---

Richard C. Edwards, Chairperson

---

Kenneth S. Paul

---

Connie Twombly