

**Board of Selectmen
May 11, 2016**

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

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

The Board returned to public session at 7:02 p.m. Mr. Edwards led those present in the Pledge of Allegiance, including: Donna Martin (videographer); Tom Beeler, *The Granite State News*; and a videographer from Government Oversight.

1. Appointments

a) Chief Fifield re: Purchase of Guns – The Chief was unable to attend this session. Ms. Williams referred to the establishment of the Police Detail Revolving fund. It had been anticipated we would be able to utilize the accumulated funds for purchase of various equipment. However, it has now come to our attention that these accumulated funds may only be used for expenses related directly to police detail work. We could include a percentage of the cost for maintenance and gas for vehicles used for detail work, although we have not done so to date. This fund has a balance of around \$12,000. The Board will need to determine during the upcoming budget season what to do with this fund. Closing the fund would require Town vote. Chief Fifield had hoped to cover the expense of replacing guns via this fund; however, he will now purchase those guns via the Police Department equipment line in the operating budget. Discussed possible use of the detail fund during our own highway construction projects.

2. Unscheduled Matters/Public Comment #1 – None forthcoming.

3. Unfinished Business

a) NH Community Solar – Andrew Kellar of NH Community Solar indicates that they may be ready to lease a portion of the transfer station lot for installation of solar panels. The Board viewed an aerial map of the property. It was agreed that Mr. Kellar would be invited to a meeting for further conversation. Mr. Paul noted that the area identified by Mr. Kellar is currently used as a shooting range by the Police Department.

4. New Business

a) MS 535 – This financial report (required by the Department of Revenue Administration) was prepared by our auditors. According to this report, our unassigned fund balance at 2015 year end was \$1,967,603—an increase of approximately \$60,000. The Board executed the MS 535 as presented.

5. Proposed Capital Reserve Fund Expenditures – None scheduled.

6. Correspondence

a) Greater Wakefield Resource Center – The GWRC has a potential lessee who would like permission to serve beer and wine at a function. Mr. Paul is fine with honoring this request as long as the lessee is completely responsible. Mr. Edwards agreed. The GWRC rental agreement should reflect this requirement. Ms. Williams will communicate with the GWRC.

b) CAI re: GPS Data Collection – Ms. Williams indicated this is provided for the Board’s information. The letter is a little confusing, and Nate Fogg will be communicating directly with CAI in order to obtain clarification.

7. Unscheduled Matters/Public Comment #2

--Mr. Beeler asked the status of the Board’s search for a Director of Public Works. Mr. Edwards advised that Scott Pike has accepted this position and will start work on June 6.

8. Administrative Matters

a) Town Administrator’s Update

--TRAC member Ernie Brown advised he has been placing mosquito donuts along the trail for the past several years, with the result being a relatively low mosquito population. So don’t let concerns about the Zika virus keep you from walking the trail!

--We have received an inquiry about purchasing the 300-400 yards of compost at the transfer station. In 2011 we put this out to bid and received no response. The Board authorized the Transfer Station manager to negotiate with an interested party, and the material was sold. Mr. Paul suggested we wait until the Director of Public Works is in place. Mr. Edwards agreed.

--HB 1534, as amended, is going to the Senate tomorrow. This relates to an election poll book for voter check-in. The state hopes to pilot this program in September. The anticipation is that it will result in better/faster traffic flow at the voting sites.

--Ms. Williams referred to perambulation. Mr. Edwards indicated that he and Nate Fogg will meet Tuesday of next week to establish coordinates for the Effingham line. Thereafter, they will address the Middleton line. Ms. Williams noted we will need to ensure that the Middleton line is perambulated in accordance with the Court order.

b) Building Permit Releases – None submitted. Ms. Williams took this opportunity to read aloud the letter of appreciation being sent to Profile Bank.

c) Payment Manifests – The Board reviewed AP #15, a void in the amount of \$1650. Ms. Williams explained that the VFW is not prepared at this time to process this check; therefore, it has been returned and will be voided. **Mr. Paul moved to approve AP #15, a void in the amount of \$1650. Mr. Edwards seconded the motion, which passed 2-0.**

Mr. Paul moved to approve PR #13 in the amount of \$81,813.59. Mr. Edwards seconded the motion, which passed 2-0.

Mr. Edwards moved to approve AP #14 in the amount of \$477,516.48. Mr. Paul seconded the motion, which passed 2-0. Ms. Williams noted that the SAU has generously agreed to accept half of this month’s payment at this time in anticipation of tax bills being sent.

d) Minutes – **Mr. Edwards moved to approve the minutes of April 27 and May 2, 2016, as presented. Mr. Paul seconded the motion, which passed 2-0.**

e) Non Public Session – None required!

Board of Selectmen
May 11, 2016
Page 3

Ms. Williams reminded all that the next meeting, May 25, will be held at the Union freight house.

There being no further business, the meeting adjourned at 7:40 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul

Connie Twombly