

**Board of Selectmen
May 25, 2016**

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

Mr. Edwards called the posted meeting to order at 6:45 p.m. **Ms. Twombley moved to enter Non Public Session under RSA 91-A:3, II (a) and (b). Mr. Paul seconded the motion. Roll call vote: Ms. Twombley – ‘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 7:05 p.m. Mr. Edwards led those present in the Pledge of Allegiance, which included: Donna Martin (videographer); Ed Comeau (videographer); Pam Wiggin, Phil Twombley, Carroll Shea, Nancy Hall and Annette Perry, Wakefield Heritage Commission; Bill Gaver, George Allen, Rich Breton, Tony Keegan, Nelson Kennedy, Joe Santoro, Bob Verdonck and Ken White, Railroad Crew Magnifique; Jim Miller; Andrew Kellar, NH Solar; Tom Beeler, *The Granite State News*; and Joe Kenney, Executive Council.

1. Appointments

a) Bill Gaver Railroad Presentation – Ms. Wiggin thanked the Board for conducting this evening’s meeting at the Union Freight House. She introduced Bill Gaver, who in turn introduced his “crew.” Mr. Gaver referred to the number of railroad museums nationally, of which this is one. He spoke to the displays on the premises, including the 1902 Russell snow plow, the station agent’s office, the ice harvesting display, and the 1909 B&M model railroad, which depicts the Wakefield area at that time. Rich Breton then presented a visual overview of the 1909 B&M model railroad. [Note: If you have not seen this display, make time to do so. You won’t be disappointed!]

b) Jim Miller re: Clearview Community TV – Mr. Miller first referred to the list of expenditures for which Clearview is seeking reimbursement. Ms. Williams advised that reimbursement has already been approved. Mr. Miller then spoke to the upgrades made to the Bulletin Board for which Clearview pays a yearly fee. He commended Gabe Smith and Donna Martin for their work with the station and added that his own role is now more administrative. Mr. Miller believes we are ready to expand to a second channel. This would allow the public to view various Parks & Rec activities, local sporting events, etc. In addition, the contract provides for a live feed from the Paul School, which Mr. Miller believes to be very important. He also referred to possible equipment purchases. **Mr. Paul moved to request that Time Warner Cable provide Wakefield with a second PEG channel, as well as with a live feed at Paul School. Mr. Edwards seconded the motion, which passed 3-0.** Ms. Williams will prepare a letter to Time Warner. She noted that it will be necessary to have more people to run the cameras for games, etc. [Contact us if you’re interested!] A brief discussion followed regarding rumors that Time Warner is changing ownership.

c) Andrew Kellar, NH Solar – Mr. Kellar had previously addressed the Board during the early stages of the Milton project. Now they are just waiting for Eversource to “flip the switch” and are ready to look for similar opportunities in other communities. It appears as though the Wakefield landfill would be a viable site. Mr. Kellar has provided several draft documents for Town Counsel’s review, should the Board decide to move in that direction. Mr. Edwards received confirmation that the responsibility for all costs for development rests with NH Solar, other than expenses for Town Counsel. The Town would get paid for the lease, would receive a PILOT payment, and would earn monthly solar rebates, which would go to the General Fund as revenue.

Discussion followed regarding DES's role since the landfill cap is involved. Local homeowners could possibly participate; however, one cannot participate if already associated with an alternate supplier, such as ENH.

Mr. Paul questioned why the Town would hire a company like NH solar rather than doing the project itself. Mr. Kellar noted that his company can take advantage of tax credits which ultimately reduces the capital costs. It was agreed that Ms. Williams will provide draft documentation to Town Counsel for review. The Board will take a field trip to view the Milton facility. Mr. Kenney asked whether NH Solar would pursue a PUC grant as was done in Milton. Mr. Kellar advised that is not likely, although possible, as he believes he can make the Wakefield project work without a grant. Such a project would be an asset both to Wakefield and NH Solar. Mr. Kenney asked if Berlin was a potential location for such a project. Mr. Kellar advised Berlin is on the list; however, he currently is staying closer to home.

2. Unscheduled Matters/Public Comment #1

--Mr. Kenney asked whether Dollar General, et al, is pursuing legal action against the Town. Ms. Williams stated that the process has been initiated. Perhaps there will be additional action when the ZBA Notice of Decision is mailed.

3. Unfinished Business

a) Perambulation – Mr. Edwards advised he has completed the Wakefield/Effingham line. He presented a narrative for the Board's review. Mr. Edwards walked this line with an Effingham Board member. The language in the narrative has been modified, and iron washers have been mounted along the line. If the Board executes this narrative, Mr. Edwards will present it to the Effingham Board for its approval. **Mr. Paul moved to accept the Perambulation of the Wakefield/Effingham line as presented. Ms. Twombly seconded the motion, which passed 3-0.**

Ms. Williams noted that the Wakefield/Middleton line must be addressed prior to June 30. **Mr. Paul moved to appoint Richard C. Edwards to represent the Wakefield Board of Selectmen in perambulation of the Wakefield/Middleton line. Ms. Twombly seconded the motion, which passed 3-0.** Mr. Edwards advised he has arranged to have Nate Fogg assist with that line. Ms. Williams reviewed the Court requirements, which include Middleton's appointment of a representative, as well as Wakefield's timely notification (10-day) to Middleton of the date set for perambulation.

4. New Business

a) Part-time Heavy Equipment Operator Job Description – The Board reviewed the job description presented. **Mr. Paul moved to approve the job description for the new position of part-time heavy equipment operator. Ms. Twombly seconded the motion, which passed 3-0.** Ms. Williams will advertise for that position.

5. Proposed Capital Reserve Fund Expenditures – None scheduled.

6. Correspondence

a) TRAC Request for Letter of Support – TRAC is seeking a grant to finalize the project. **Mr. Paul moved to execute a letter of support, as requested. Ms. Twombly seconded the motion, which passed 3-0.**

b) Fred Guldbrandsen – Fred advises the Board that he has purchased Palmer's Motel and plans to make many improvements.

c) Brigitte Wiggin – Mrs. Wiggin expresses appreciation, especially to the Highway Crew, for work done on the culvert near her home on White Birch Road.

7. Unscheduled Matters/Public Comment #2

--Ms. Perry advised that opening day for the Freight House is June 22, with the Heritage Museum opening on June 25. Please see their website for more information (www.historicwakefieldnh.com).

8. Administrative Matters

a) Town Administrator's Update

--The Board had previously approved funds for Ms. Williams to take a Certified Public Manager's course. She has prepared her application, which requires the Chairperson's signature. Mr. Edwards executed the application as presented.

--Ms. Williams drew the Board's attention to the Treasurer's Monthly reports, which she has added as an agenda item. The reports for all funds will now be included for the 2nd meeting each month.

--Tax bills have been sent!!

b) Selectmen's Letter of Appreciation – The Board quickly agreed to send this month's letter to Fred Guldbrandsen.

c) Building Permit Releases – **Mr. Paul moved to approve the building permit release for Myers on Virginia Lane. Mr. Edwards seconded the motion, which passed 3-0.**

d) Treasurer's Report – Discussed previously.

e) ZBA Membership Appointment – **Mr. Paul moved to appoint Donald Stewart as an alternate to the Zoning Board of Adjustment, with a term through March 2019, as recommended. Ms. Twombly seconded the motion, which passed 3-0.**

f) Payment Manifests – **Mr. Paul moved to approve PR #14 in the amount of \$66,157.81, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

Ms. Twombly moved to approve AP #16 in the amount of \$364,985.39, as presented. Mr. Paul seconded the motion, which passed 3-0.

Board of Selectmen
May 25, 2016
Page 4

g) Minutes – Mr. Paul moved to approve the minutes of May 5, 2016, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Paul moved to approve the minutes of May 11, 2016, as presented. Mr. Edwards seconded the motion, which passed 2-0-1 (Ms. Twombly abstaining).

Ms. Perry encouraged all to check out their website for upcoming events. The Board will consider the possibility of conducting the June 22 meeting at another Town building—*perhaps* the former Grange Hall at Wakefield Corner.

There being no further business, the meeting adjourned at 8:43 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul

Connie Twombly