

**Board of Selectmen
June 8, 2016**

Present: Kenneth S. Paul, Acting Chair; Connie Twombly; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary.

Mr. Paul called the posted meeting to order at 6:20 p.m. **Ms. Twombly moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Paul seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Paul – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 7 p.m. Those present at this time included: Donna Martin (videographer); Ed Comeau (videographer); Tom Beeler, *The Granite State News*; Robert Saunders, CE2; Linda Schier, AWWA; Phil Twombly; and a number of representatives of various lake associations. Joining the session in progress were Pam Wiggin and Annette Perry. Mr. Paul led all in the Pledge of Allegiance.

1. Public Hearings

a) Proposed Expenditures from Invasive Species Expendable Trust Fund – Mr. Paul opened the public hearing and referred to the list of expenditure requests for 2016. Mr. Paul stressed the support of this Board for the protection of our lakes, then asked whether there were any public comment. There being none, Mr. Paul closed the public hearing. **Mr. Paul moved to approve the following expenditures from the Invasive Species Expendable Trust Fund: Balch Lake - \$7500; Belleau Lake - \$7500; 5 Lake Host Programs - \$13,500. Ms. Twombly seconded the motion, which passed 2-0.**

b) Transfer Station Ordinance Schedule A (Fee Schedule)- Mr. Paul opened the public hearing. Ms. Williams reviewed the proposed changes to Schedule A, including:

- Increase fee for temporary permits from \$1 to \$20;
- Increase fees for tire disposal, based upon increased cost to the Town for ultimate disposal;
- Cost to dispose of asphalt shingles will be \$0.07 per pound, rounded to the nearest dollar; and
- Addition of cost to dispose of flat screen tvs.

There being no public comment, Mr. Paul closed the public hearing. **Mr. Paul moved to accept the revised Schedule A. Ms. Twombly seconded the motion, which passed 2-0.**

2. Appointments

a) Robert Saunders, CE2 re: Transfer Station Layout – Mr. Saunders has provided services to the Town of Wakefield for nearly 15 years, mostly relating to Transfer Station/Landfill issues. He proceeded to make a video presentation regarding several options to improve operations.

Alternate #1 would involve installation of 2 MSW compactors on the right side of the access road, near the scale house. Estimated cost = \$155,000.

Alternate #2 would relocate the commercial (fee-based) operations nearer to the scale house, thereby separating it from the residential (non-fee based) operation. Estimated cost = \$310,000.

Alternate #3 would involve installation of 1 MSW compactor near the scale house on the “exit” side. Estimated cost = \$275,000.

Any option would require new striping. Utility easements would need to be taken into consideration. Discussion followed regarding the various alternatives, current issues, and the cost of horizontal vs. regular compactors. All options would require upgrading of existing power. In response to Ms. Twombly, Mr. Saunders indicated his preference to be Alternate #3, with the understanding that the ultimate position of the compactors could be adjusted.

Mr. Saunders will provide the presentation electronically to Ms. Williams to share with the Board members. The full Board will review the options with the Director of Public Works and the Transfer Station Manager. Mr. Saunders will be able to provide bid specs when appropriate.

b) Pam Wiggin and Phil Twombly re: Bid for Moving Water Tower – Ms. Wiggin stated that only 1 bid was received. The Heritage Commission negotiated with that bidder and made modifications. A contract has been developed based upon those discussions. Mr. Paul asked whether the Commission has obtained a building permit for this project. Ms. Wiggin advised that approval was given by the Planning Board. It is anticipated that a public hearing may be required to ensure that abutters have no objections. Ms. Wiggin referred to a precedent set by the School department in a similar circumstance. The tower will be for display purposes only and will not be used. The cost to move it is \$20,000. **Mr. Paul moved to accept the bid, provided that any required permits are obtained prior to moving forward. Ms. Twombly seconded the motion.** Mr. Paul noted that this may require an engineer as the wind load will be of more concern with an empty tower. **The motion then passed 2-0.**

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

4. Unfinished Business – None scheduled.

5. New Business

a) Warrant for Unlicensed Dogs – Once executed, this document gives the Animal Control Officer authority to assign civil forfeitures. The Board executed the Warrant as presented.

b) Town Hall Window RFP – Ms. Williams referred to the \$10,000 Moose Plate Grant received for window restoration. Only 1 bid was received in a timely manner, and the total was higher than the amount of the grant. It is likely that there are sufficient funds in the Town Hall Improvement CRF to cover the shortfall. Another option would be to have the bidder complete as much as possible within the limits of the grant. Ms. Williams advised that WPI has prepared an application for a \$50,000 grant (50/50 matching) for windows. If approved, the Town would contribute \$25,000 (in cash and in-kind service). There is some interest in sponsorship of windows in memory of loved ones. **Mr. Paul moved to award the bid to Alpine Environmental in the amount of \$14,170, providing quality primer and paint is used. Ms. Twombly seconded the motion, which passed 2-0.** Ms. Williams will determine the type of primer and paint to be used and will advise Mr. Paul.

Ms. Williams presented the \$50,000 L-Chip grant application prepared by WPI. Mr. Paul executed the application as presented.

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6. Proposed Capital Reserve Fund Expenditures

a) Town Hall Improvements \$2000 – This represents the balance due on the excavation project in front of Town Hall, which project is now complete. **Mr. Paul moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 2-0.**

b) Ambulance \$14,082.75 – This represents the purchase of a HeartStart Monitor. **Mr. Paul moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 2-0.**

7. Correspondence – None scheduled.

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

9. Administrative Matters

a) Town Administrator's Update

--The Pride of Wakefield Club is comprised of volunteers with a goal to clean and beautify the town. The group is willing to assist residents in need as well. The group has been picking up debris along the roadways and hauling same to the Transfer Station. Some of the debris is fee-based, and the group is asking whether they can obtain a waiver for the disposal cost. Mr. Paul stated, as he has in the past, that a report should be on file with the Wakefield Police Department prior to any consideration of a waiver of fees. In addition, if the material is within the right-of-ways, it should be picked up by either NH DOT or the Wakefield Highway Department. If someone can't afford the fees, a waiver can be requested and considered on a case-by-case basis. He stressed that it is important not to open the door for individuals to dispose of material without paying disposal fees.

b) Building Permit Releases – None received.

Ms. Twombly read aloud the letter of appreciation prepared for Fred Guldbrandsen.

c) Payment Manifests – Ms. Twombly moved to approve PR #15 in the amount of \$67,473.12. Mr. Paul seconded the motion, which passed 2-0.

Ms. Twombly moved to approve AP #17 in the amount of \$797,940.48. Mr. Paul seconded the motion, which passed 2-0.

d) Minutes – Ms. Twombly moved to approve the minutes of May 25, 2016, as presented. Mr. Paul seconded the motion, which passed 2-0.

e) Non Public Session – None required.

There being no further business, the meeting adjourned at 8:26 p.m.

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Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul, Acting Chair

Connie Twombly