

**Board of Selectmen
December 13, 2016**

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

Mr. Edwards called the posted meeting to order at 6:45 p.m. **Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a) and (b). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Ms. Twombly – ‘aye’; Mr. Edwards – ‘aye’.**

The Board returned to public session at 7:06 p.m. At this time those present also included Donna Martin (videographer); Government Oversight videographer; Tom Dube; Carroll Shea; Dave Towle; John Tucker; Richard Mauser; and Dick House. Mr. Edwards led all in the Pledge of Allegiance.

1. Appointments

a) John Tucker, Evergreen Valley Snowmobile Club – Mr. Tucker is present to make his annual request to have the Jersey barriers on Maple Street moved to allow snowmobile access. The Board agreed, and Ms. Williams will direct the Highway Department to move the barriers.

b) Union Village Community Association – Discussion followed regarding the location of the Drew River Mill and associated dam. The dam is owned by the UVCA. Mr. Dube stressed his belief that the Town should not have let the other dam in Union be removed. He added that if this last dam is lost, it will negatively affect the economy of Union Village. Mr. Paul asked how that would happen. Mr. Dube noted there would be no pond—no picturesque place to play—no nice noises from the water going over the dam. In addition, the pond is needed for fire suppression and a dry hydrant. Mr. Dube stated that the dam is necessary to the viability of the community. Mr. Paul agreed that the reasons given are good reasons; however, they have nothing to do with economics.

Mr. Shea stated that 2 years ago there were 12 pieces of equipment at a structure fire, with no water. Prior to that, there was a fire at the old mill, which spread to the store. He noted that Union Village is a long way from Central Station. Mr. Paul suggested that a resident of Union Village join the Fire Department in order to access the truck at the Union Station when necessary. He also suggested that Chief Nason should budget for a dry hydrant if one is needed. Mr. Paul stated that today, if the “water on the road” is not sufficient, the structure will not be saved.

Mr. Dube stated that the loss of community spirit would have a big impact on the economic development of the village. The dam needs to be repaired, and the State requires a reconstruction permit. The State also requires an adequate emergency spillway. The UVCA has hired an engineer to determine the necessary size of the spillway. Up to now, costs have been covered by volunteers and local fundraising. Mr. Paul referred to the Town not being allowed to spend public money on private property. Mr. House believes the situation is similar to the Town providing funds to the GWRC and the Food Pantry. He referred to a number of historic sites in Union village and the future plans to promote that area for tourism. The dam is also an historic structure. Mr. Shea added that the dam is the reason the village came to be.

Mr. Dube noted that the UVCA is a non-profit organization. He referred to the current work going on and the importance of the dam to the community.

Mr. Paul asked whether UVCA is asking the Town of Milton for funds, as property in that town would be affected if the dam were lost. Mr. Dube replied they will not approach Milton, adding they are not trying to save the dam for that reason; rather, they are trying to save it for Union Village. Mr. Shea spoke to the wildlife to be found in the area of the pond. The area is also used by a number of people for recreation. Mr. House spoke to the increased value of the property along a pond. Mr. Dube stressed that years ago, Union Village experienced an economic downturn; however, in recent years, good things have been happening.

Mr. House indicated that the State agencies are on their side and have been impressed with the volunteer work already accomplished. Mr. Edwards asked whether the UVCA has considered a warrant article to see if the people would support this effort. Mr. Dube indicated they wanted to see what the Town could do first. Mr. Edwards believes the people would support this project.

Ms. Williams stated that either the Board of Selectmen can present a warrant article or the UVCA could submit a petitioned warrant article. Funds cannot be included in the Town's operating budget for a privately owned structure. Ms. Twombly stated that this is a wonderful project and we should do what we can to help it along. Mr. Dube would prefer the warrant article come from the Board of Selectmen. Ms. Williams would want to make sure that the Board can legally promote an article to raise funds for property that does not belong to the Town. If not, the UVCA would need to submit a petitioned warrant article. The Board of Selectmen and Budget Committee would then vote to recommend or not recommend the article. Ms. Williams reviewed the timeline involved.

Consideration must be given as to whether to include the entire cost of the project in the article or whether to spread it out over 2 years. Mr. House stated the UVCA should move forward with a petitioned article. Mr. Mauser spoke to the dam, pond and mill being such an historic part of Union Village. He noted that several years ago it was voted as 1 of 7 to save by the DHR.

It was ultimately agreed that UVCA would attempt to submit a petitioned warrant article for the Board's review on December 28.

2. Unscheduled Matters/Public Comment #1

--Ms. Williams noted that Tom Beeler is busy editing this evening, as he does each Tuesday evening!

3. Unfinished Business

a) Sand Policy – Ms. Williams reviewed several minor changes proposed for this policy. **Mr. Edwards moved to approve the Sand Policy as revised. Mr. Paul seconded the motion, which passed 3-0.**

b) Flags & Banners – Mr. Paul displayed samples on the screen for all to view. There is currently \$1200 available in the Patriotic Purposes line. Ms. Williams referred to the number of utility poles in the "downtown" area of Sanbornville. Discussed a display on every other pole. A resident has flags to donate; however, this type of flag tends to get twisted around the poles. The Board agreed to purchase a number of banners using the Town Seal and to include specific village names.

Ms. Twombly expressed thanks to Jim Miller for creating the seal, about which many positive comments have been received. Ms. Williams will submit an order for banners and will request permission from Eversource (in February) to display them on the utility poles.

4. New Business

a) Warrant Articles – The Board reviewed proposed warrant articles as follows:

Ambulance CRF \$39,000 – **Mr. Paul moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

Bridge CRF \$10,000 – **Mr. Paul moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

Fire Truck CRF \$40,000 – **Ms. Twombly moved to recommend this article. Mr. Paul seconded the motion, which passed 3-0.**

Highway Truck CRF \$75,000 – **Mr. Paul moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

Transfer Station Facility CRF \$35,000 – **Mr. Edwards moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

Highway Heavy Equipment CRF \$50,000 – **Mr. Paul moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

Town Hall Improvements CRF \$11,500 – **Mr. Edwards moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

Police Cruiser CRF \$33,840 – **Mr. Paul moved to recommend this article. Mr. Edwards seconded the motion, which passed 3-0.**

Invasive Species CRF \$30,000 – **Mr. Paul moved to recommend this article. Mr. Edwards seconded the motion, which passed 3-0.**

Technology CRF \$10,000 – **Ms. Twombly moved to recommend this article. Mr. Edwards seconded the motion, which passed 3-0.**

Emergency Management CRF \$1750 – **Mr. Paul moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.** It was agreed the goal is \$15,000.

Highway Construction CRF \$200,000 – **Mr. Edwards moved to recommend this article. Mr. Paul seconded the motion, which passed 3-0.**

Security Devices CRF \$10,000 – **Ms. Twombly moved to recommend this article. Mr. Paul seconded the motion, which passed 3-0.**

Assessing Statistical Update CRF \$18,500 – **Mr. Edwards moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.**

GWRC Building CRF \$5,000 – This is a new capital reserve fund. **Ms. Twombly moved to recommend this article. Mr. Paul seconded the motion.** Discussion ensued regarding how far \$5000 will go. Ms. Williams expects the GWRC Board to request encumbering their 2016 operating budget appropriation of \$2500. The building is large and will require much work. We can start with this \$5000 appropriation in anticipation of a better plan in 2017 for a larger appropriation thereafter. Mr. Dube referred to the capital improvement plan submitted for the building, which includes the need for a new roof in 2020 at an estimated cost of \$25,000 - \$30,000. **The motion then passed 3-0.**

Town Hall and Opera House Windows \$48,814 – The Town of Wakefield has been awarded a 50/50 grant through L-Chip (Ms. Williams read a portion of the award letter).

Mr. Edwards attended the ceremony in order to accept this award. **Mr. Edwards moved to recommend this article. Ms. Twombly seconded the motion, which passed 3-0.** Mr. Edwards executed documentation as necessary.

Next are 2 “Straw Poll” articles regarding use of clear bags and a pay-as-you-throw option, respectively, at the Transfer Station. Mr. Paul noted that use of a straw poll article might not be prudent should the Board decide to act against the results of the straw poll. He suggested the Board just put in an article for use of clear bags. Ms. Williams noted that changing the ordinance would require a public hearing, adding there not be sufficient time to take that path. Ms. Twombly does not particularly care for straw polls but is ok with leaving the articles as written. After discussion, the Board agreed by consensus to leave the articles as written.

By Petition re: RSA 72:61 – RSA 72:72 – No Board recommendation is required as there is no appropriation involved.

Ms. Williams will have 2 more articles—one for the GWRC septic tank, as well as one for siding the East Wakefield Fire Station. The Budget Committee will review existing articles on December 15.

5. Proposed Capital Reserve Fund Expenditures

a) PSB II \$12,217 – This is the cost of the water main project per the bid. **Ms. Twombly moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.**

b) PSB II \$2094.96 – This is the cost of Change Order #1 to extend the riser pipe. **Ms. Twombly moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.**

c) PSB II \$7237 – This is the cost of Change Order #2 to remove ledge. **Ms. Twombly moved to approve this expenditure. Mr. Paul seconded the motion, which passed 3-0.** Mr. Edwards stated that Integrity Earthworks did a nice job and were great to work with. We will now move forward with the framing bid.

6. Correspondence

a) Carroll County Proposed Budget for 2017 – Submitted for the Board’s information.

b) Clearview Community TV – Clearview has submitted its 2017 projected income and expenses, in accordance with the management agreement. Also submitted was a letter from the Clearview Board. That Board is requesting that the Board of Selectmen appoint a liaison to the Clearview Board who is not a member of any other Town board. All agreed that Clearview definitely is doing a great job and is moving in the right direction. A request for interested individuals to serve as liaison to the Clearview Board will be posted on the web site. Ms. Martin noted that Fred Guldbrandsen is interested in serving on that Board.

7. Unscheduled Matters/Public Comment #2

--Ms. Martin stated Fred Guldbrandsen invites all to attend a candlelight service at Cotton Mountain Church on December 15 at 5 p.m.

8. Administrative Matters

a) Town Administrator's Update

--Ms. Williams has received an encumbrance request from BI/CEO for 6 hours of on-site Avitar training (at \$570). This would require movement of funds from the BI/CEO clerical line to the BI/CEO training line. **Mr. Edwards moved to move \$570 from the BI/CEO Clerk line (01-42401-110) to the BI/CEO Training line (01-42401-330). Ms. Twombly seconded the motion, which passed 3-0.**

Ms. Twombly moved to encumber \$570 from the BI/CEO Training line (01-42401-330), as requested. Mr. Paul seconded the motion, which passed 3-0.

b) Building Permit Releases – None received.

c) Payment Manifests – Ms. Twombly moved to approve PR #31 in the amount of \$80,332.15. Mr. Paul seconded the motion, which passed 3-0.

Ms. Twombly moved to approve AP #36 in the amount of \$35,001.10. Mr. Paul seconded the motion, which passed 3-0.

Ms. Twombly moved to approve AP #37 in the amount of \$1,368,057.18. Mr. Edwards seconded the motion, which passed 3-0.

d) Minutes – Ms. Twombly moved to approve the minutes of November 30, 2016, as presented. Mr. Edwards seconded the motion, which passed 3-0.

There being no further business, the meeting adjourned at 9:05 p.m.

Respectfully submitted
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul

Connie Twombly