

**Board of Selectmen
June 22, 2005**

Present: Paul S. Morrill, Chairperson; Mark P. Duffy; John J. Blackwood; Robin L. Frost, Town Administrator; and Toni Bodah, Secretary.

Also present were Philip & Joanne Colosi; David Lee; Paul Worth, Sebago Scales; Victor Parrish, Creative Information Systems, Inc.; Larissa Mulkern, *The Granite State News*; and an unidentified individual.

The posted meeting was called to order at 7 p.m. by Mr. Morrill, who then led those present in the Pledge of Allegiance.

1. Public Hearing re: Road Names – Mr. Morrill opened the public hearing and advised the audience that the purpose of the hearing was to consider the request of Philip Colosi to name two new roadways created via his recent subdivision as follows: Colosi Way to represent the new roadway which comes off of Pinewood Shores to service lots 1, 2 and 3; and James Avenue to represent the new roadway created off of Anglin Road to service lots 4, 5 and 6. David Lee asked whether there were any 911 issues with similar road names. The most similar existing road name is Jamie Drive, which would not be a problem according to Police Chief Merrill and Fire Chief Nason. There being no further public comment, the public hearing was closed at 7:04 p.m.

Mr. Duffy moved to approve the names of Colosi Way and James Avenue as requested. Mr. Blackwood seconded the motion, which passed without objection.

2. Appointments

a) Paul Worth, Sebago Scales, and Victor Parrish, Creative Information Systems, Inc. – Ms. Frost explained that the Town is considering the purchase of scales for use at the transfer station, as well as by the septage haulers to the Town's lagoons. At the transfer station, the scales would be used to weigh vehicles bringing in 'bulky' material, etc., while loaded septage trucks accessing the lagoons must also be weighed. Mr. Worth indicated that 40'-70' scales could be located at the transfer station, with gates installed at the lagoons. After the septage trucks weigh in at the transfer station, they could gain access through the gates at the lagoon electronically. According to Mr. Worth, weighing must legally be done in one draft. Mr. Parrish questioned whether access to the lagoons will be possible only during those times when the transfer station is open, or would the scales be accessible although possibly unattended. Mr. Morrill indicated that he would like to consider both scenarios.

Mr. Parrish indicated that the current hours could be maintained; however, that might not be best for the haulers. Scales at the transfer station could generate bar-coded tickets to be taken to the septage lagoon, where they would be electronically read. Also, a dedicated line from the transfer station to the lagoons could be installed whereby a ticket number would travel to the transfer station that would allow the gate to the lagoons to open.

Board of Selectmen
June 22, 2005
Page 2

With either scenario it would be necessary to establish tare weights, with the weights occasionally being checked for accuracy. Mr. Parrish suggested that haulers could swipe their cards through an unattended box at the scales to generate a ticket, the numbers from which could be entered into a system at the lagoons. He also noted that we could begin by working within the current hours of the transfer station, then add an unattended box to expand the hours of accessibility.

Mr. Duffy asked whether temperature would affect the box. Mr. Parrish would suggest building some sort of cover for the box; however, the box would include both a fan and a heater. According to Mr. Parrish similar systems are used in northern Canada, as well as Florida, without issues with temperature.

Mr. Blackwood asked whether the scales would freeze. Mr. Worth indicated that the scales would need to be shoveled and plowed and otherwise kept clean. They would also require a thorough cleaning in the fall and spring. Scales are installed on risers as it is best to keep them off the ground. Mr. Blackwood asked whether a roof would be beneficial. Mr. Worth indicated a roof could be built; however, he is not aware of any scales in New England that have a roof. It is more important to keep the snow from building up *under* the scales. Scales must be calibrated annually.

Mr. Worth advised that Sebago Scales would provide the scales, scale indicator and a simple ticket printer (in/out ticket). The next step includes basic software, with more sophisticated software an option further down the line. Discussion followed regarding other towns using a similar scale system. Mr. Parrish provided information regarding SMS Turbo. He will provide Ms. Frost with a list of municipal customers for references. The Town should complete a needs analysis, after which Mr. Parrish would provide a detailed proposal. Mr. Worth will provide an update of a previously submitted proposal, to include a 40' scale and turn key. The Board estimated installation for the spring of 2006.

b) (Not on agenda) – An unidentified individual in the audience advised that he had some questions regarding his tax bill and the application for a Veterans' exemption. Mr. Morrill suggested that the individual contact the Assessors' office during regular business hours.

c) Terry Martel re: 18 Wentworth Road – Mr. Martel indicated that he received a letter from the Code Enforcement office regarding yard sales at the referenced property. Mr. Martel does not believe that several boats for sale on Route 16 constitutes a yard sale. He added that many properties in Town have multiple items for sale at any given time. Mr. Morrill advised that the issue is not whether an individual has a boat or a car for sale; however, an on-going enterprise requires an application to Planning Board.

Mr. Morrill stressed that the zoning ordinance is created by vote of the Town and that it is the job of code enforcement to enforce that ordinance. Mr. Martel asked how many similar letters were sent out. Mr. Morrill noted that the letter was not sent by the Board of Selectmen, but rather was sent by Code Enforcement. He further suggested that if Mr. Martel has concerns about similar situations on other properties that he contact Code Enforcement.

Mr. Martel advised that he has removed the signs from the boats and that the boats are merely parked on his property. The house is for sale and there is a sign on the property to that effect. He added that he and his attorney are of the opinion that Mr. Martel is not in violation of the Town's ordinance. Discussion followed regarding members of the public complaining that the Board of Selectmen does not enforce the Town's ordinance.

2. Old Business

a) Wastewater System: Review of Engineering Proposals – Three proposals were previously distributed to the Board members for review. No qualifications-based proposal was received from Woodard & Curran. All Board members preferred the proposal from CMA. Ms. Frost will now contact the State with the Board's choice. Then CMA will be asked for a fee for services, which will have to be approved by both the Board of Selectmen and the State. The Town qualifies for 30% reimbursement. The Board agreed by consensus to move forward with the proposal of CMA.

3. New Business

a) Consent Agreement – Map 71, Lot 92 – Code Enforcement has identified a violation of the Shoreland Protection Act at the referenced property. The property owner has paid the fine assessed and has executed a Consent Agreement/Stipulation as prepared by Code Enforcement. Remediation of the property has begun. **Mr. Morrill moved to execute the Consent Agreement/Stipulation as presented. Mr. Blackwood seconded the motion, which passed unanimously.**

4. Correspondence

a) Dan Davis Memorandum re: Pickpocket Road Project – Mr. Davis provided a memo and spreadsheet to the Board and Ms. Frost regarding this project, including the number of hours of various equipment use. Mr. Morrill suggested including an hourly rate for the equipment, based upon the cost of outside hire. If this process can occur prior to the commencement of similar projects, then the Town can decide whether to have the Highway Department do the project or to outsource the project. The Board agreed the information provided by Mr. Davis is a good start.

Mr. Morrill questioned how the new tax bills and lock box system are working. Ms. Frost reported that she has received several questions, usually about the form itself—i.e., the due date needs to be made clear.

Some people have expressed concern about sending their payments to Lewiston; however, they seem to have understood when the explanation was given. The Tax Collector's communication with the Bank is going well and necessary reports are available after 3 p.m. each day.

5. Unscheduled Matters/Public Comment

--Ms. Mulkern asked for clarification regarding the issue between the Board of Selectmen and the ZBA. Mr. Morrill explained that the ZBA had previously ruled on a variance application whereby the shoreland setback was reduced to 8'. The applicants had an existing deck, which apparently required repair. However, during repairs, the deck was extended out to an existing retaining wall. No building permit was issued. Code Enforcement contacted the property owner, who then applied for an after-the-fact building permit, which application was denied because a variance would be required. The property owner then applied for a variance, which was granted by ZBA. The Board of Selectmen has requested a rehearing of the application; however, ZBA has denied that request. If the Board of Selectmen decides to pursue this issue, it must be taken to Superior Court. The Board has not yet made that decision. Ms. Mulkern indicated that it appears that the property owners are currently in violation of both the State and Town regulations and questioned whether the State can get involved. The Board was unsure whether the State could, or would, get involved.

6. Administrative Matters

a) Liaison Reports – Mr. Blackwood: Planning Board approved the relocation of an existing home occupation; a minor subdivision on Walsh Road; a minor subdivision on Oak Hill Road; and Phase I of an excavation project by Northcoast Construction. Preliminary discussions were held regarding a minor subdivision for Durkee on Bancroft Lane, a water access easement on Route 109, and a minor subdivision for Garland on Route 16.

Mr. Duffy: Attended an NROC meeting on June 21. This session was conducted as a workshop, with several groups identifying criteria to develop goals. Future meetings will attempt to develop strategies on how to reach those goals.

Mr. Morrill: Attended a ZBA meeting, which was previously discussed.

b) Administrator's Update

--A trip to visit a wastewater treatment facility in Kingston is planned for June 29.

--Ms. Frost will be at the NHMA conference on 6/23 and 6/24.

--A revised Dredge & Fill Application for the GWRC has been received from Norway Plains. The Board viewed the revisions. **Mr. Duffy moved to authorize Mr. Morrill to execute the revised Dredge & Fill Application for work at the Greater Wakefield Resource Center. Mr. Blackwood seconded the motion, which passed unanimously.**

--Ann Gehring has resigned as an alternate member of the ZBA. **Mr. Morrill moved to accept, with regret, the resignation of Ann Gehring as ZBA alternate member.**

Mr. Blackwood seconded the motion, which passed unanimously.

c) Opera House Use Request – A request was received to use the Opera House for an insurance seminar. After a brief discussion, the Board agreed this would not be an appropriate use of Town Hall. The individual will be referred to the GWRC.

d) Dog Warrant – The Board executed a warrant for unlicensed dogs as provided by the Town Clerk.

e) Building Permit Releases – Mr. Morrill moved to approve building permit releases for Kalikow on Beverly Hills Drive, Klittich on Washington Drive, Tavares on Robinhood Road, Glenn Wise Development on Jamie Drive, and Kolb on Kerry Drive. Mr. Duffy seconded the motion, which passed unanimously.

f) Minutes – Mr. Morrill moved to approve the minutes of June 8, 2005, as presented. Mr. Duffy seconded the motion, which passed without objection.

Mr. Morrill moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Duffy seconded the motion. Roll call vote: Mr. Blackwood – ‘aye’; Mr. Duffy – ‘aye’; Mr. Morrill – ‘aye’. Motion passed unanimously, and the Board entered Non Public Session at 9:08 p.m.

The Board returned to public session at 10:09 p.m. Discussed the mapping project currently being done by Cartographics. They would like to designate any cemetery whose ownership cannot be identified as “Town of Wakefield Cemetery”. The Board agreed by consensus that those cemeteries should be identified as “Owner Unknown”.

There being no further business, the meeting adjourned at 10:12 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Paul S. Morrill, Chairperson

Mark P. Duffy

John J. Blackwood