

**Board of Selectmen
October 26, 2005**

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

Also present was Al Huntoon.

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

1. Appointments

a) Al Huntoon re: Town Message Board – Mr. Huntoon referred to a previous meeting at which discussion took place regarding the proposed message board. Mr. Huntoon presented a ‘mock-up’ of the sign that he is proposing (to scale) and suggested it be located in front of Town Hall. He noted that the sign is intended to be useful for pedestrian traffic, as opposed to vehicular traffic, and suggested it be placed outside the current Code Enforcement office, thereby being visible when walking toward town on High Street.

Mr. Huntoon is proposing that the sign be black, with two square metal posts. The heading ‘Town of Wakefield’ or ‘Wakefield Town Hall’ could be placed across the top in a contrasting color. Mr. Morrill wondered whether there were any historical signs connected with the building, and noted that if the sign is to be placed in front of Town Hall, it must blend with the character of the building.

Mr. Blackwood believes the heading should be ‘Town of Wakefield’. Mr. Duffy indicated that the sign should be black, with white lettering and should be within a glass case. Mr. Morrill questioned who would be responsible for maintaining the sign. Mr. Huntoon reported that an NROC participant has volunteered for this responsibility. He further reported that he has received an estimate of \$500-\$700 from JC Signs. He had solicited another quote, but received no information. Discussion followed regarding the need for a glass cover. Mr. Huntoon will determine whether the estimate includes such a cover.

Mr. Morrill suggested that Mr. Huntoon discuss the proposed sign with members of the Heritage Commission. Mr. Huntoon agreed. He indicated that he would like to get moving on the sign prior to the ground freezing. Mr. Duffy questioned where the money for the sign would come from, with Mr. Huntoon indicating it would come from the Selectmen’s budget. The Board noted that it did not budget for this expenditure and would have to determine whether funds are available within the 2005 budget.

Discussion followed regarding the style of the sign. Mr. Morrill would like to see a photograph or drawing of the exact sign. Those present went outside to view a potential site.

It was agreed that a sign would be better placed on the right side of the building (viewed when facing the building). Mr. Huntoon will check on security for the sign and will obtain input from the Heritage Commission, then will report back to Ms. Frost.

2. Old Business

a) Update of Budget Information – Ms. Frost had expected to receive additional information to share with the Board regarding the literacy program, however, that did not occur. She reported that budget books have been made available to the Budget Committee members in anticipation of the meeting scheduled for October 29.

3. New Business

a) Sewer Abatement Request – The Water Precinct has confirmed a broken meter at Map 33, Lot 81 A-2 and has submitted revised readings, resulting in usage of 3800 gallons. This usage results in the property owner being billed at the minimum rate of \$25. Therefore, the amount to be abated is \$907.82. **Mr. Morrill moved to approve the abatement request for Map 33, Lot 81 A-2 in the amount of \$907.82. Mr. Blackwood seconded the motion, which passed unanimously.**

b) Lot Merger Town Cemetery Property – The Board reviewed the tax map of Town-owned property located off Route 109 and Old Bulkhead Road, a portion of which is being developed as a Town cemetery. The Assessing Technician has suggested that the Board apply to merge all lots associated with this project. Currently, there are nine separate lots. **Mr. Morrill moved to execute the Lot Merger Application form to combine all lots associated with the new Town cemetery (Map 6, Lots 75, 76, 77, 78, 79, 80, 81, 82 and 83). Mr. Blackwood seconded the motion, which passed unanimously.**

4. Correspondence

a) Land Tech Open House – Land Tech is hosting an open house on Friday, October 28, from 4-7p.m. at their new location in Ossipee.

5. Unscheduled Matters/Public Comment – None forthcoming.

6. Administrative Matters

a) Liaison Reports – **Mr. Duffy:** The Heritage Commission is considering acceptance of the Grange Hall; however, no decision has yet been made. Regarding cable issues, Mr. Duffy advised he delivered the liability release to Rodney King. **Mr. Blackwood:** Planning Board is considering the application of Chuck Robbins for development of property along Route 16. The issue between Planning Board and Charlie McLaughlin continues. A property owner in the Belleau Lake area has proposed a boundary line adjustment, for which the Planning Board has requested revised plans. The Highway crew has completed the mowing along Pickpocket Road.

Mr. Morrill: Questioned the status of Turntable Park property. Ms. Frost advised that Town Counsel is working on the issue, but expects that a subdivision will be necessary.

b) Administrator's Update

--Dennis Leeman of Meyer & Sons, which firm is doing work at the GWRC, is suggesting that the wetlands on the area only be disturbed once and wonders whether the Town is interested in pursuing the creation of a parking lot at this time. The Board was in agreement that no further development will be pursued at this time, and that Meyer & Sons should continue with the project as originally planned.

--Ms. Frost referred to her September 27 memo regarding the Transfer Station and Wastewater Treatment Facility – specifically the personnel and hours of operation. The 2006 proposed budget includes \$29,000 for 15 hours per week for services of Woodard & Curran. Mr. Morrill questioned whether Woodard & Curran would give the Town the hours on Tuesdays and Wednesdays, when the Transfer Station is closed. The Board would also like specific information as to what Woodard & Curran will provide during those 15 hours.

--All Tech Weighting Systems will visit on October 27 to view the site (regarding scales).

--McMullin property: Ms. Frost is waiting for an estimate from Casella for use of a dumpster. In discussing the length of anticipated use, the Board suggested it would be for a term not to exceed 6 months. Perhaps Executive Construction and Landscaping would be able to haul the debris off site (for an additional cost). Their proposal for landscaping totals \$30,000. **Mr. Morrill moved to accept the proposal of Executive Construction and Landscaping for the project at McMullin's property on Crew Road, at \$30,000, pending receipt of appropriate insurance information. Mr. Blackwood seconded the motion, which passed without objection.**

--CMA will be meeting on November 1 with Woodard & Curran at the lagoons and pump stations to review the system. Ms. Frost has directed the Highway Crew to clean out the other lagoon in November (assuming they are not plowing snow).

--The Transfer Station pick-up truck needs work, which will be accomplished by the end of the week.

--Union sidewalks: Pike is not interested in the project unless the sidewalks are rebuilt. Perhaps the Highway Department could address this in the spring, or a quote could be solicited to have a contractor break up and remove the existing sidewalks, then have Pike (or some other company) resurface the walkway. Ms. Frost will direct the Road Agent to obtain at least two quotes to have a contractor reconstruct the Union sidewalks.

--Thanksgiving week: It was agreed to hold the Selectmen's meeting on Tuesday, November 22.

--Staff Meeting: Once the Budget Committee has addressed all personnel issues within the 2006 budget, Ms. Frost will conduct a staff meeting to review relevant issues.

--Legal Issues: Ms. Frost updated the Board regarding a current case in litigation.

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--Ms. Frost referred to the recent budget meetings with department heads, noting that more time should be allowed for each department to present and discuss its budget request. She will remember that for next year's schedule.

c) Building Permit Releases – Mr. Morrill moved to approve building permit releases for Inglee on Point Road, Groleau on Fox Lane and White on North Shore Drive. Mr. Blackwood seconded the motion, which passed unanimously.

d) Minutes – Mr. Morrill moved to approve the minutes of October 3, 4, 5 and 12, 2005, as presented. Mr. Blackwood seconded the motion, to which all agreed.

Pending Matters:

--Ms. Frost will provide each Board member with a copy of the personnel policy for discussion at the next meeting.

--Ms. Frost will draft proposed changes to the transfer station ordinance for the next meeting, by which time she will also have discussed with Town Counsel whether a way exists for the Board to revise the ordinance outside of Town Meeting. Discussion followed regarding commercial hauling.

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 8:47 p.m.

The Board returned to public session at 9:40 p.m., at which time the meeting adjourned.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Paul S. Morrill, Chairperson

Mark P. Duffy

John J. Blackwood