

**Board of Selectmen
November 9, 2005**

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

Also present were Larissa Mulkern, *The Granite State News*; Tim Hall; Acton Wakefield Watershed Alliance Members, including Linda Schier and Carol Lafond; Marjorie Kimball; Bruce Rich; and Philip Wood.

The posted meeting was called to order at 7:10 p.m. by Mr. Morrill, who led those present in the Pledge of Allegiance.

1. Appointments

a) Acton Wakefield Watershed Alliance (“AWWA”) – Ms. Schier and Ms. Lafond conducted a slide presentation of the organization, its goals, projected funding sources (including a \$2000 appropriation request to the Town of Wakefield) and 2005 projects. Mr. Morrill indicated that some sort of financial statement generally accompanies an appropriation request. AWWA will send a formal letter of request with financial information, as well as a copy of their current project application.

b) Tim Hall (not on agenda) – Mr. Hall referred to a proposal for funding submitted this week by Community Legal Services. This organization is attempting to provide basic legal services for residents of Wakefield at a minimum cost (fees based on a sliding scale). Mr. Morrill noted that the Board just received this information this evening and will need to review and discuss the request, following which they will contact Mr. Hall. Discussion followed regarding how CLS decides whether or not to take a case. CLS currently takes all cases that come their way as they do not have restrictions that come with Federal funding. Mr. Morrill agreed that grant money often has certain conditions attached.

2. Old Business

a) Budget Issues – Ms. Frost provided information from the architects regarding the town hall renovation. Mr. Morrill questioned the life expectancy of these numbers. Ms. Frost referred to the summary page, which indicates that the architects have taken several issues into consideration, including the expected increase of costs between now and the time of actual construction. She suggested that the Board determine what portion of the project they would like to see completed in 2006 and appropriate funds accordingly.

Town Planner Proposal: There are currently two schools of thought regarding the best way to address the Town’s needs, with the cost of each being approximately the same. Mr. Morrill believes the Town will be better served by hiring its own employee. He suggested using a flip chart to list the advantages/disadvantages side-by-side. Perhaps the Town should consider a contracted employee, thereby placing a limit on the length of service.

Mr. Morrill believes it will be difficult to 'opt out' from a contract with Strafford Regional if their employee does not fit well with the Town's expectations. Mr. Duffy believes the growth of the Town requires a full-time planner. Mr. Blackwood noted that the key is to have the right planner. The Board agreed by consensus that some form of Town employee would be preferable to contracted services through Strafford Regional. It may be difficult to locate an appropriate individual. Ms. Frost will research avenues other than Strafford Regional—perhaps MRI.

b) Transfer Station Visit – Mr. Morrill, Ms. Frost and Warren Winn visited the Pittsfield transfer station, where a separate, non-profit organization runs the facility for several communities. This is a fully enclosed operation, where employees earn incentives to develop innovative ways of reducing the total material deposited into the waste stream. Participants may dump for free if they are willing to recycle, or they pay per pound if they do not want to separate their trash. There are a number of cameras on site. Tim Hall asked whether such an operation would require participation from multiple towns in order to be effective. Ms. Frost confirmed that the Town of Wakefield generates a sufficient amount of material to make such an operation worthwhile. She noted that the Pittsfield facility has a much lower operating budget than the Town of Wakefield. We would require additional equipment, and the cost to the Town for tipping fees may be greater than what Pittsfield enjoys since they have been working with Turn Key for a length of time.

c) Wastewater Evaluation Update – Ms. Frost met with CMA, who is really just getting started on the overview. According to CMA, the lagoons seem to be working well, with no major concerns at this time. The collection system in the downtown area has some inflow, the cause of which CMA expects to determine. Discussion followed regarding the possibility of installing a bed to be used solely for decanting.

d) Solid Waste Hauling Contract – The Town is in the process of negotiating a new contract for the hauling of waste from the Transfer Station. Mr. Morrill and Ms. Frost met with representatives of Casella, with whom the Town currently has a contract. Ms. Frost will continue discussions with Waste Management, as well.

3. New Business

a) Tax Rate Setting – Mr. Morrill advised that the Board met this morning with the Department of Revenue Administration to set the tax rate for 2005. The new rate has not yet been certified and will likely be made public next week.

b) Planning Board Extension Request – The Planning Board has requested that the Board of Selectmen grant a 90-day extension for the Planning Board to act on an application regarding 2076 Wakefield Road.

Mr. Morrill moved to grant the 90-day extension as requested by the Planning Board regarding the state application. Mr. Blackwood seconded the motion, which passed 3-0.

4. Correspondence

a) Acton Ridge LLC re: Renaming of Road – The Board has received a request to change the name of Ivanhoe Road to Daniel Drive. The approved subdivision plan was reviewed. A public hearing is required to name a road, which will be scheduled for December 14. There will be costs associated through Cartographics for changes to maps, etc. Ms. Frost will advise Acton Ridge LLC of the expected costs.

b) Attorney Hawthorne re: Map 85, Lot 2I – On behalf of the property owner, Attorney Hawthorne is requesting that the Selectmen sign a corrective deed to property purchased from the Town at auction. **Mr. Morrill moved to execute the corrective deed presented, the only change being the reference to the appropriate plan. Mr. Blackwood seconded the motion, which passed 3-0.**

5. Unscheduled Matters/Public Comment

--Ms. Mulkern asked if there were a dollar amount connected to the proposed position of Town Planner. Ms. Frost advised that \$28,000 is being proposed, representing a partial year—salary only. Discussion followed regarding the expected duties of the individual in this position.

--Ms. Mulkern then referred to the transfer station contract and asked whether the Town expects to increase its recycling efforts. Mr. Morrill advised that the proposed contract does not preclude the Town from increasing recycling efforts.

6. Administrative Matters

a) Liaison Reports – **Mr. Duffy:** The Heritage Commission plans to work with the Grange to take over their building at Wakefield Corner. There is a possibility that they will rent the space to a group of local artisans. The Commission also discussed the sign proposed for in front of Town Hall, and they had a number of concerns. Mr. Duffy indicated he is not sold on the idea of the sign. Mr. Morrill expressed his agreement with Mr. Duffy, indicating that he foresees several potential issues. Discussion followed regarding other possibilities of keeping the public informed. Ms. Frost will contact Al Huntoon.

Mr. Blackwood: Planning Board currently is reviewing zoning issues, including a map of proposed changes to various zones. Discussions will continue at their 11/10 meeting. Mr. Blackwood has not communicated with the Highway Department.

Discussion turned to the Old Town Hall in Wakefield Corner and repairs needed. Ms. Frost will review the warrant article of several years ago regarding similar issues.

b) Administrator's Update

--TWT LLC: Ms. Frost advised that Town Counsel is corresponding with the attorney for TWT LLC; however, she will contact TWT representatives to be sure they are aware of the status of this issue.

c) Building Permit Releases – Mr. Morrill moved to approve building permit releases for Massetti on Thomas Drive and Messier on Heron Cove Road. Mr. Blackwood seconded the motion, which passed 3-0.

d) Minutes – Mr. Morrill moved to approve the minutes of October 19, 20 and 26, 2005, as presented. Mr. Duffy seconded the motion, which passed unanimously.

e) Non Public Session – Mr. Morrill moved to enter Non Public Session at 8:55 p.m. under RSA 91-A:3, II (a), (c) & (d). Mr. Duffy seconded the motion. Roll call vote: Mr. Blackwood – ‘aye’; Mr. Duffy – ‘aye’; Mr. Morrill – ‘aye’. Motion passed 3-0.

The Board returned to public session at 10:15 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