

**Board of Selectmen
February 8, 2006**

Present: Paul S. Morrill, Chairperson; Mark P. Duffy (joined the meeting in progress); John J. Blackwood; Robin L. Frost, Town Administrator; and Toni Bodah, Secretary.

Those also present included Chris Jacobs, Crown Point Survey; and David Lee. Annie Robbins joined the meeting in progress.

Mr. Morrill opened the posted meeting at 7:02 p.m. and led those present in the Pledge of Allegiance.

1. Appointments

a) Chris Jacobs, Crown Point Survey re: Pond Road – Mr. Jacobs is representing Cynthia Wyatt, who owns property on Pond Road and who is interested in improving the drainage on that road. Mr. Jacobs presented a plan for proposed work, which includes the installation of 3 catch basins. Mr. Jacobs indicated that catch basins should be cleaned out every other year. He believed that the two basins to be located on Pond Road would be the responsibility of the Town of Wakefield, while the 3rd basin to be located on property of Cynthia Wyatt would be the responsibility of the property owner. Mr. Morrill expressed concern with maintenance issues for which the Town would become liable.

Discussion followed regarding the classification of Pond Road. Mr. Jacobs believes it to be Class VI; however, Ms. Frost noted that the Town would not be grading a Class VI road. Currently, the Town plows only part of the road.

Mr. Morrill noted that the Town would require a bond for the total cost of the project. Mr. Jacobs will provide an estimated cost. He advised Mr. Duffy that the project would also have to be approved by DES. Mr. Jacobs expects the Town to issue a ‘hold harmless’ letter. Mr. Morrill again noted that the Town should not assume ‘ownership’ of the catch basins. Mr. Duffy agreed. Dan Davis will be asked to review the plans. The Board agreed in principal to the plan, provided the State (DES) has no issues.

b) Annie Robbins (not on agenda) – Ms. Robbins stated that the Cable Committee has recommended the appointment of Jason Brown as a member, with Ann Gehring and Dave Bresnahan to serve as alternates. **Mr. Duffy moved to appoint Jason Brown as member for 3 years, and to appoint Ann Gehring and Dave Bresnahan as alternates for 3 years. Mr. Morrill seconded the motion, which passed 3-0.** Ms. Frost advised there has been no response from Adelphia regarding the PEG channel contract.

Ms. Robbins reviewed the Lake Host Program with which she has been involved for the past several years. She advised she will not be able to run the program this year. The Lovell Lake Association is willing to pay an individual to take Ms. Robbins’ place; however, the Association is not set up to hire an employee.

Ms. Robbins questioned whether this could be run through Parks & Recreation. Discussion followed regarding the position of 'employee' versus 'contracted services'. Mr. Duffy believes the Conservation Commission may be the appropriate vehicle for this program. Ms. Robbins noted that this is a grant-funded program; however, she is unsure how long this grant will be available. She believes the Town should consider taking over this important program in the future.

Mr. Lee noted that the Town puts away a lot of money to make sure the lakes stay clean. The associations take a responsibility to prevent invasive species and he believes the Lake Host Program could be addressed in a similar manner as the recent request of Belleau Lake. Ms. Robbins will obtain more information and get back to Ms. Frost.

2. Old Business

a) Purvis Contract – Ms. Frost advised the contract has been ok'd by Town Counsel, Board of Assessors and the Assessing Technician. If the zoning package passes, then an addendum to the contract will be necessary. **Mr. Morrill moved to approve the contract with Brett Purvis & Associates for assessing services for 2006 in the amount of \$42,660. Mr. Duffy seconded the motion.** Ms. Frost noted that there may be other related expenses. **The motion then passed unanimously.**

b) Woodard & Curran Contract – The proposed contract is a 1-year extension of the present contract, to be revisited mid-year to evaluate the training status. **Mr. Morrill moved to enter into agreement with Woodard & Curran in the amount of \$53,000, in extension of the existing contract, for the year 2006. Mr. Blackwood seconded the motion.** Mr. Morrill noted that he and Ms. Frost met with representatives of Woodard & Curran to discuss the contract. **The motion then passed 3-0.**

3. New Business

a) Reappointments for Fire Warden & Deputies – **Mr. Morrill moved to appoint Todd Nason as Fire Warden, as well as the following Deputy Warden appointments: Ken Crew, George Pearce, Dean Nason, Steve Libby, Rhodes Haskell Jr., Sam Morrill and Fred Nason. Mr. Blackwood seconded the motion, which passed unanimously.** Mr. Morrill noted that there were two vehicles in a ditch on Old Stage Road (near the property of one of the Deputy Fire Wardens) that need to be moved onto the vehicle owner's property. Ms. Frost will discuss this with Chief Nason.

4. Correspondence – None forthcoming.

5. Unscheduled Matters/Public Comment

--Mr. Lee noted that at Deliberative Session it was apparent that the Board does not have any firm plans for use of the taxpayers' money with respect to the renovations of Town Hall, Opera House and Public Safety Building.

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Mr. Lee stressed that it would be advantageous to the Board to develop firm plans with time frames, which he believes would result in the Board being much more successful in garnering public support.

Mr. Morrill noted that, when considering plans for the Public Safety Building, one needs to go back to when the Town first designed the new building. Part of what the Town wanted was a facility that we could grow into over the next 50 years, rather than outgrowing the facility within a few years. The original plan did not include a 2nd floor; however, the architect was asked to revise the plan for trusses, etc., to include expansion of the 2nd floor as necessary based upon expected future growth of the Fire and Police Departments. The floor plan for the 2nd floor was never laid out since it was to be on an 'as needed' basis. Mr. Morrill stressed that the Board is not going to spend money before it is needed. He added that it has worked well to put money away every year in order to be prepared when it becomes necessary. Mr. Morrill advised that the Board has recently met with the architect to develop a floor plan on paper. The Board had considered the movement of Town Hall operations to the renovated 2nd floor of the public safety building during the renovation of Town Hall. Therefore, Mr. Morrill does not believe it is accurate to state there has been a lack of planning. The capital reserve accounts exist to keep the tax rate stable and to minimize the impact to taxpayers for large ticket items.

Mr. Lee noted that he is one of the few people who participate in these meetings. As a taxpayer, he is looking for a specific plan to spend his tax money. Mr. Lee advised that he understands capital reserve accounts; however, it would be nice to advise the taxpayers of the 'master plan' for use of their money. Mr. Lee stated that he supports the efforts of the Board, but he believes the Board is coming across as not having a definitive plan.

Mr. Morrill stated that the Board cannot give an exact cost at this time; however, he expects the Town Hall renovations to cost between \$1.5 million to \$2 million. Mr. Lee indicated that when he goes to the voting booth, he will vote 'No' because there is no plan available, and he wonders how many others will do the same. Mr. Morrill noted that the Board will take Mr. Lee's comments under advisement. Mr. Duffy stated that the Board has specifically stated that it will be back to the voters next year with a floor plan. He also agreed that more people need to get involved.

6. Administrative Matters

a) Liaison Reports – Mr. Blackwood: The Highway crew has been screening winter sand; and they will not be hauling from Edward's site until necessary approvals are in place. Planning Board is discussing Site Plan and Zoning Regulations, as well as continuing discussion regarding Subdivision Regulations.

Mr. Duffy: Referred to the culvert issue on Brackett Road. Ms. Frost has directed the Road Agent to address this issue.

Mr. Morrill: Deliberative Session went well and was well attended.

b) Administrator's Update

--The appraisal for the Turntable Park property was previously distributed to the Board. Meetings with DOT are expected. Mr. Morrill suggested the Board develop a position statement, which could be sent to Ray Burton and Joe Kenney. Ms. Frost will draft this statement.

--On November 17, the Planning Board approved a boundary line adjustment plan for Verna Boudreau; however, the plan, in fact, created a subdivision. Ms. Boudreau needs to apply to the Zoning Board of Adjustment for a variance in lot size for a subdivision. She had been represented by Rick Sager, while the Town was represented by Tim Bates. Attorney Sager is no longer representing Ms. Boudreau. Ms. Frost shared a letter she has sent to Ms. Boudreau directing her to the Zoning Board of Adjustment within a specified period of time; otherwise, the Town will initiate proceedings to withdraw the Planning Board approval.

--Wakefield Projects Inc. met last night. The architect indicates a cost of \$45,000 for construction drawings for the Town Hall basement. Funds are available for the drawings, which will be necessary to the project in any event. Ms. Frost will contact Salmon Falls Architects to supply an addendum to the original contract. WPI has authorized Florence Davis to apply for grants as appropriate. The Board then agreed by consensus to move forward with the construction drawings for the basement of Town Hall.

--Cindy Bickford has brought RSA 75:3 to Ms. Frost's attention, which allows the Town to pass on delinquent taxes on buildings located on land owned by other individuals to the landowners. **Mr. Morrill moved to adopt RSA 75:3, regarding buildings located on the property of others. Mr. Duffy seconded the motion, which passed unanimously.** Kudos to Cindy!

--Ms. Frost advised she will be on vacation February 15, 16 & 17.

c) Building Permit Releases – **Mr. Morrill moved to approve the building permit release for Fuller on Lord Road. Mr. Blackwood seconded the motion, which passed 3-0.**

d) Pole License Agreement – **Mr. Morrill moved to approve the pole license agreement as presented. Mr. Duffy seconded the motion, which passed 3-0.**

e) Profile Account – In preparing for the Town's annual audit, it has been discovered the two of the three authorized individuals on the Town's account with Profile Bank are no longer employed by the Town of Wakefield. **Mr. Morrill moved to remove Winifred Nason and Cassandra Pearce as authorized agents on the Town of Wakefield Profile Bank account; and, further, that the authorized agents on this account shall be Chris Fothergill (Town Treasurer) and Antoinette Bodah (Deputy Town Treasurer).** **Mr. Blackwood seconded the motion, which passed 3-0.**

f) Town Hall Sign – Nancy Spencer Smith has requested permission to place a rented sign on the lawn of Town Hall to advertise two upcoming events (Planning Board session on March 9 and the Land Group’s play). The Board agreed by consensus that such a sign would not be appropriate for the Town Hall lawn. Perhaps a sandwich board style of sign could be used for a short period of time.

g) Minutes – **Mr. Morrill moved to approve the minutes of January 25, 2006, as presented. Mr. Duffy seconded the motion, which passed 3-0.**

h) Meeting Space – It has been suggested that the Town consider utilizing the Chamber Office (in the Garvin Building) for various committee meetings. The Selectmen were not interested in pursuing this option.

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 8:30 p.m.

The Board returned to public session at 9 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