

**Board of Selectmen
May 24, 2006**

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

Also present were Nancy Spencer Smith, Peter Kasprzyk, Stan Lombara and Howie Knight, Land Use Conservation Group; Charles McLaughlin; and Larissa Mulkern, *The Granite State News*.

The posted meeting was called to order at 7:02 p.m. by Mr. Morrill, who then led those present in the Pledge of Allegiance.

1. Appointments

a) Land Use Conservation Group – Mr. Morrill referred to the appraisal done on the property for which the Town is considering the purchase of development rights. Ms. Smith provided a written re-cap of the events leading up to this point. Three scenarios were pursued: 1) The buyer to retain a 12-acre kingdom lot, paying \$184,000, the Town would pay \$141,000, with Moose Mountain Regional Greenways (“MMRG”) paying \$25,000, for a total of \$350,000. 2) The buyer to retain a 20-acre parcel to be divided into 3 building lots, paying \$172,000, the Town would pay \$153,000, with MMRG paying \$25,000, for a total of \$350,000. 3) The buyer retains no building lots and pays \$114,000, the Town pays \$211,000 and MMRG pays \$25,000, for a total of \$350,000. According to Ms. Smith, option #1 seems likely to occur, with no interest for option #3 having been forthcoming.

Mr. Morrill asked whether the buyer would own the property in total. Ms. Smith confirmed this to be the case, adding that the property would remain on the tax rolls, with Strafford Rivers Conservancy to hold and monitor the easement. Recreational activities, other than use of ATV’s, would be allowed. Mr. Morrill expressed concern regarding the need for a lot of last minute juggling in order to meet deadlines. He understands this is a first effort; however, he is hopeful that adequate time will be allowed (both now and in future endeavors) in order to fully understand the proposal.

Discussion followed regarding where the 12-acre lot, as referenced in option #1, would be located. Ms. Smith referred to the possibility of a ‘building envelope’ in order to allow the buyer more alternatives for placement of the home. Mr. Knight indicated that he previously had concerns regarding any on-going costs to the Town; however, there does not appear to be any such costs. Mr. Kasprzyk noted that the easement will be monitored by Strafford Rivers Conservancy, who will contact the property owner to address any violation, should it become necessary. Part of the conditions of the easement is that public access to the property will continue in perpetuity.

Discussion followed regarding preparation for the necessary public hearings. The actual easement language is approximately 18 pages long. The Land Use Group will prepare a hand-out that includes the highlights of the easement language. A map of the subject property will also be included.

Discussion turned to option #1. Ms. Smith indicated that the 'building envelope' would be approximately 60 acres. Other than the 12-acre kingdom lot, the acreage in the 'envelope' would still be under the conservation easement in that it could not be developed. However, within that 'envelope' public access would not be allowed.

The first public hearing is scheduled for Wednesday, June 7 at 7 p.m. There will be a special Selectmen's meeting on Wednesday, May 31 at 6 p.m. in order to meet with Phil Auger of Strafford Rivers Conservancy.

b) Charlie McLaughlin re: Sewer Connection Applications – Mr. McLaughlin is applying for two connections. He had previously discussed these with the Board; however, he indicated that the Board had requested him to return when he received building permits, which he now has. One application is for a duplex to be built on Witchtrot (Map 179, Lot 118). The second application is for a unit to be built over the existing garage on Wakefield Road (Map 179, Lot 119). **Mr. Morrill moved to approve the application for sewer connection for Map 179, Lots 118 and 199, pending review and approval of CMA (the Town's engineers). Mr. Duffy seconded the motion, which passed 3-0.**

c) Nathan Fogg re: Possible Sewer Connection – Mr. Fogg had another appointment and will be present closer to 8p.m.

2. Old Business

a) PEG Agreement – The alpha generator is currently located in the staff office. Mr. Morrill believes the unit should be locked to avoid unapproved use. Ms. Frost will investigate the cost of a locking work station. Discussed the possible purchase of an inexpensive television set for use with this equipment. **Mr. Duffy moved to adopt the Wakefield Community TV Policies and Procedures Manual. Mr. Blackwood seconded the motion, which passed 3-0.**

1. Appointments, cont.

c) John Knight – Mr. Knight has submitted a septic plan to the Code Office and was advised that he needs the Selectmen's approval to install a pipe under Pond Road. Although Mr. Knight is not sure that such approval is necessary, as he believes that the Town only has an easement for that section of Pond Road, he is here this evening seeking that approval. Dan Davis, Road Agent, has reviewed the plan and the site and has no problem, as long as the pipe is run at a sufficient depth (below the frost level).

Mr. Morrill moved to approve the plan, as presented by John Knight, for the installation of a sewer line under Pond Road, involving Map 194, Lots 18 & 47. Mr. Blackwood seconded the motion, which passed 3-0.

d) Nathan Fogg, Land Technical – Mr. Fogg advised that he is working on several projects on Rines Road and wonders about the possibility of hooking into the Town's sewer system. One project is the proposed new school (which will likely not result in significant increased usage); the second is an elderly housing complex (55 years and older). The preliminary plan is for 23 units, which would result in $\pm 5,000$ gallons per day. However, there is a possibility for more units, which would result in a maximum of 12,000 gallons per day.

Mr. Morrill noted that the Board will need to discuss this projected impact on the system with the Town's engineers. He noted that there is currently not a main on Rines Road. Mr. Morrill questioned the anticipated water source. Mr. Fogg indicated it would likely need to be on site. He has discussed this with Dean Giffin (Sanbornville Water Precinct). Mr. Morrill noted that the Town's sewer is metered from the Water Precinct's lines. The sewer ordinance will need to be reviewed with respect to hook-up fees. Mr. Fogg will provide conceptualls with various scenarios to be reviewed by the Towns' engineers.

2. Old Business (again) -

b) Cartographics Contract re: Zoning Maps – The Board reviewed updated contracts provided by Cartographics. Mr. Duffy questioned maintenance and use of GIS. Ms. Frost will determine source of funds needed for software update, as well as the cost of Arcview software.

3. New Business

a) Deputy Health Officer – This matter was tabled until the next meeting.

b) OHRV Grant Application – Signature of this document would verify the Board's authorizing Chief Merrill to execute paperwork as necessary relative to the Fish & Game OHRV Grant. **Mr. Morrill moved that Chief Timothy J. Merrill is hereby authorized to execute and deliver for, in the name and on the behalf of the Town of Wakefield, New Hampshire all professional service contracts, agreements and reports with the State of New Hampshire Fish and Game Department for Off Highway Recreational Vehicle law enforcement purported to be binding upon the Town shall be conclusive evidence for all purposes that such instrument is authorized by this vote. Mr. Blackwood seconded the motion, which passed 3-0.**

4. Correspondence

a) Father Weber re: Transfer Station – Father Weber appreciates the great effort put forth by the Town’s Transfer Station crew. Ms. Frost will respond to Father Weber. Good work, Men!

b) Great East Lake Improvement Association – The GELIA seeks permission to conduct their annual meeting on July 1 at Weeks Park and invites the Board members to attend. The Board agreed by consensus that the GELIA may utilize Weeks Park for their annual meeting.

5. Unscheduled Matters/Public Comment – None forthcoming.

6. Administrative Matters

a) Liaison Reports – **Mr. Blackwood**: Planning Board is reviewing site plan regulations. A preliminary discussion was held with Tom Dube regarding a proposed subdivision. Preliminary discussions were held regarding an elderly complex on Rines Road.

Mr. Duffy: Spoke with Wayne Robinson regarding use of the Parks & Rec building. The Food Pantry has asked 1) to do some painting and 2) to remove one bathroom and knock down a wall. It may be necessary for the Food Pantry to develop a plan for space that they need, which the Town may or may not be able to accommodate. Ms. Frost will discuss this further with the Food Pantry directors. Mr. Duffy then referred to the Old Town Hall. According to the lease, the Lessee is responsible for maintaining the building. The building needs painting and roof repairs. Ms. Frost will forward the lease to the Heritage Commission in order for them to address the situation.

Mr. Morrill: The Town Hall clock is now in working order. David Graf of Kittery was able to assist. Mr. Graf indicated that we have some issues with worn shafts and bearings. He suggested it be returned to a mechanical system rather than electrical.

The Town Hall elevator has been repaired. We may need to install an alarm to avoid a repeat of the recent situation.

Basement plans: Ms. Frost will contact Salmon Falls Architects to determine the status of these plans.

Public Safety Building 2nd floor: Chief Merrill and Chief Nason are reviewing preliminary plans.

Boudreau legal issue: Ms. Boudreau will be approaching the Zoning Board and Planning Board to address her situation.

b) Administrator's Update

--Pump Station #2 generator: Ms. Frost questioned whether the Board intended to replace this generator or to attempt to 'get by' with it and to consider replacement for the 2007 budget. The pumps need to be replaced now. Ms. Frost will obtain estimates for all work. Discussion followed regarding the possibility of connecting a portable generator if necessary. Ms. Frost will advise Woodard & Curran to move forward with pump replacement.

--Lake Ivanhoe issues: The property owners are working with the State on issues relating to high water levels.

--A property owner who approached the Board seeking relief from payment of property taxes has received assistance from another source.

--Transportation Enhancement Grant: The Town was awarded a grant for sidewalks (not curbed) in the Paul School area. Total project cost was estimated at \$219,000, with the grant being \$175,200 and the Town's share being \$43,800. These funds may not be available until 2010.

--Turntable Park: The survey cost is estimated at \$5,000 to \$6,000. The Heritage Commission is prepared to cover that cost.

--Town Planner: We have received several applications for the planner position. We will need to consider what will happen if a planner is not hired.

--Jennifer Mayo is working on three grants for Wakefield Projects Inc.

c) Building Permit Releases – Mr. Morrill moved to approve a building permit release for Syverston on Wyman Point Road. Mr. Duffy seconded the motion, which passed 3-0.

d) MS-5 – The Board executed the MS-5 as prepared by the Town's auditors.

e) Acton Wakefield Watershed Alliance – The AWWA has requested use of the Opera House on June 24 for a landscaping workshop. The Board agreed to this request by consensus.

f) Minutes – Mr. Duffy requested his comments on page 2 of the May 10, 2006, minutes be amended to indicate that an individual hired as planner would be performing functions for which the Town is already paying Strafford Regional Planning Commission. Mr. Duffy moved to approve the minutes of May 10, 2006, as amended. Mr. Blackwood seconded the motion, which passed unanimously.

g) Non Public Session – 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 9:40 p.m.

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The Board returned to public session at 10:05 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