

**Board of Selectmen
November 8, 2006**

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

Also present were Dave Lee; Lisa & Mike Fabian; Ruth Hall; and Tim Hall.

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. Appointments

a) Lisa Fabian re: Continued Use of Town Property – Ms. Fabian had previously obtained the Board’s permission to operate a food stand at the Town beach, which permission expired on October 1. Ms. Frost confirmed that she has not been informed of any issues resulting from that use. Ms. Fabian indicated that she would like to continue her operation through the winter for snowmobilers; however, she would like to operate at Turntable Park. She has spoken with Wayne Robinson regarding the possibility of utilizing Parks & Rec’s electricity, in exchange for a donation to Parks & Rec. Ms. Fabian would like to operate her business again at the Town beach beginning in May 2007. She questioned whether she would have to obtain a new Hawkers & Peddlar’s license to operate this winter (at a cost of \$200). The Board suggested Ms. Fabian check with Code Enforcement. Discussion followed as to whether the fee is payable per calendar year.

Mr. Morrill noted that the electric bill for Parks & Rec is paid by the taxpayers of Wakefield, who should not pay for use of electricity by a private business. Ms. Fabian indicated that she has another source for the power needed (to run crock pots); however, use of the Parks & Rec electricity was the easiest solution for her. Mr. Morrill believes it would be best for Ms. Fabian to utilize another source for power. Discussed the issue of trash. Ms. Fabian will take care of all trash generated by her business. Parking could be an issue during events, such as Deliberative Session. Ms. Fabian will be provided with a list of dates to avoid. Ms. Fabian’s food truck should be parked in the same spot each day. Ms. Fabian anticipates operating from 11a.m. to 7p.m. The Board stated that hours should not extend beyond 7 p.m. Ms. Frost will provide a letter to Ms. Fabian outlining the Board’s position, with a copy to go to Code Enforcement.

b) Ruth Hall, Community Legal Services – Ms. Hall is seeking funding for Community Legal Services in the 2007 municipal budget and presented a handout, including costs of the program, as well as frequently asked questions. Mr. Morrill noted that Community Legal Services would be an outside agency and questioned why Ms. Hall did not submit her request as part of the regular budget schedule. Ms. Hall cited the many activities in which she is involved and added there had been a chance that Community Legal Services might not have continued had she won her election.

Ms. Hall stated that 36% of CLS’s clientele since September 2005 has been from Wakefield. Discussion followed as to the types of services provided by CLS. Mr. Morrill expressed concern regarding the taxpayers of Wakefield paying for certain of those services. Ms. Hall stated that the Town gains a more stable population through these services. Mr. Morrill asked about revenues for CLS. Ms. Hall stated that the budget submitted reflects actual costs for last year. She added that she does not get paid, rather all her services are provided on a volunteer basis. Her goal is to make this a state-wide program.

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Ms. Hall likened support of this budget request to supporting Parks & Rec programs even though you may not utilize all of them.

Mr. Morrill referred the 'Future Funding' as listed on the handout. Ms. Hall advised that they have approached several town's for funding; however, those towns want CLS to have an actual presence in each of their towns. That requires a lawyer from that community willing to enter the program. CLS would perform all administrative work.

Mr. Morrill indicated that CLS should go before the Budget Committee as an outside agency. The Board will take this presentation under advisement. Mr. Morrill added that a person of means could still receive initial services from CLS for only \$30. Ms. Hall noted that affluent people do not walk through their door. Mr. Duffy agreed that criteria needs to be established for use of CLS's services. Ms. Hall stated that she does not believe in providing free assistance. A brief discussion followed regarding CLS's tax exempt status.

Ms. Hall indicated that she wanted the Board to understand the concept of CLS and also wanted to hear any suggestions that the Board may have. Mr. Morrill believes that the Budget Committee members will request revenue information and complete costs.

2. Old Business

a) Woodard & Curran Contract – The Board members require additional time for review of this document. Discussion turned to the old generator stored at the wastewater treatment facility. This equipment was not placed under cover and has some parts missing.

b) Old Town Hall – Ms. Frost advised that the roof of the Old Town Hall was damaged (as was the Wakefield Library fence) when a tree fell onto the building. A cost to repair was received from Jim Hall in the amount of \$700. Verification of insurance will be required prior to any work being done. Funding for this project, as well as other necessary repairs, was discussed. An appropriation in the 2007 budget may be necessary. Mr. Duffy believes it may be appropriate for necessary funds to come from the Heritage Fund.

3. New Business – None forthcoming.

4. Correspondence – None forthcoming.

5. Unscheduled Matters/Public Comment

--Mr. Morrill announced that Wakefield experienced a 47.4% voter turnout at the November 7 election. Bill Denley and Jim Martin will be representing the area at the State House of Representatives. It appears as though Joe Kenney has been re-elected as State Senator. Jeb Bradley lost his seat as US Representative to Carol Shea-Porter. There have been some requests to open the polls earlier than 8 a.m. This would have to be a Town vote. Perhaps information regarding absentee voting should be posted on the Town's web site.

6. Administrative Matters

a) Liaison Reports – Mr. Blackwood: Dan Davis and Mr. Blackwood viewed a tent for possible use as a sand shed. Size is 100'x150', and the cost is \$30,000, with a guarantee for 15 years. Planning Board approved an application for a special exception to have horses in Res3 (the applicant being 13 years old). That Board also considered a boundary line application on Doc Morrison Road and required the movement of one bound. Won Tons' application for renovations was approved.

Mr. Morrill: The first round of budget hearings has been completed. There are several outstanding issues to address. Discussion followed as to the possibility of including funds in the 2007 budget for purchase of a sand shed. Mr. Morrill noted that although it is still possible to include funds in the 2007 budget, additional discussion and information is necessary. He added that the Board should consider the overall layout of the facility. Mr. Morrill announced that the tax rate for 2006 has been set at \$10.18 per thousand.

b) Administrator's Update

--As of October 30 Wakefield is a Certified Local Government, which allows us to apply for certain grants for certain projects (including Town Hall renovations).

--Bonnyman Road: Linda Schier, AWWA, and a representative from UNH Cooperative Extension will meet with Ms. Frost and Dan Davis on November 14 in order to view the erosion issues on Bonnyman Road.

--Purvis & Associates has submitted a contract proposal for 2007 in the amount of \$45,000. They have also provided a proposal to assist with the 20% measure and listing for 2006 at \$14 per parcel.

--The Code Enforcement Office has been having a dialogue with Terry Martel.

--Sand: As previously discussed, the gravel pit from which the Town has been purchasing sand will be closing. That property owner is not adverse to a proposal from the Town for acquisition of that property; however, it is not their intent to actively market that property. Ms. Frost will so advise Dan Davis in the event he would like to pursue this option. It may be necessary to have an individual with appropriate expertise determine whether this proposition would be of value to the Town.

--Cindy Bickford has requested permission to roll over more than the 32 hours of vacation time as allowed under the Town's personnel policy. She currently has 92 hours of unexpended 2006 vacation time. Previous medical issues did not allow Ms. Bickford to complete the fieldwork that she had planned to accomplish prior to year-end. Ms. Frost recommended that Ms. Bickford be encouraged to use 32 hours of vacation time prior to year-end, and, further, that the Board allow her to roll over an additional 28 hours of vacation time, for a total roll-over of 60 hours. Discussion followed regarding various departments whose members must work certain holidays.

Mr. Morrill moved to authorize a one-time roll-over of an additional 28 vacation hours (for a total roll-over of 60 vacation hours), due to medical issues. Mr. Blackwood seconded the motion, which passed unanimously.

--The Board had previously received a request for an extension for payment of property taxes. It has been determined that this property owner has been in arrears off and on since the mid-1990's to present. The Board agreed by consensus to deny this requested extension.

--The Board reviewed a preliminary list of properties in danger of being deeded for non-payment of taxes. Ms. Frost noted it is intended that an auction of tax-acquired property will be conducted in 2007.

c) Building Permit Releases – Mr. Morrill moved to approve building permit releases for White on Mill Pond Road; Barcroft on Finch Street; and Kench on Dorr Way. Mr. Blackwood seconded the motion, which passed unanimously.

d) Other
The Board executed a pole license agreement as submitted by the Town Clerk. The Board also executed letters of support for Wakefield Projects Inc. and Acton Wakefield Watersheds Alliance.

e) Minutes – Mr. Morrill moved to approve the minutes of October 25, 2006, as presented. Mr. Duffy seconded the motion, which passed unanimously.

There being no further business, the meeting adjourned at 9:37 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes

Paul S. Morrill, Chairperson

Mark P. Duffy

John J. Blackwood