

**Board of Selectmen
March 28, 2007**

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

Also present at this time were: Arthur Capello, John Ciardi and Cheryl Labrie, Code Enforcement Office; Donna Faucette; and David Tibbetts.

The posted meeting was called to order at 7:00 p.m. by Mr. Morrill, who then led those present in the Pledge of Allegiance.

1. Board Organization

Ms. Frost stated that she would entertain a motion to appoint a chairperson. **Mr. Duffy moved to keep the organization of the Board of Selectmen ‘as is’.** **Mr. Blackwood seconded the motion, which passed 3-0.** Therefore, Paul Morrill will act as Chairperson, and Mark Duffy will act as Vice-Chairman. Committee/liason assignments will remain the same as in 2006 (see attachment).

2. Public Hearing

Mr. Morrill opened the public hearing at 7:12 p.m. in order to consider revisions to the building fee schedule. He introduced Arthur Capello, John Ciardi and Cheryl Labrie of the Wakefield Building Department. Mr. Capello advised that the goal is to bring Wakefield’s schedule in line with the standard within the construction industry. Mr. Blackwood received clarification of the proposal with respect to various per square foot costs. Mr. Blackwood then asked who would do the inspection for mechanical/gas permits. Mr. Capello advised that he and Mr. Ciardi perform the inspections and are so designated by the Fire Department.

Mr. Duffy referred to homeowners doing work themselves. Mr. Capello noted that the homeowner and the contractor receive the same service from the Town of Wakefield. Mr. Morrill stated that a permit issued by the Town is actually an inexpensive insurance policy for the homeowner. He stressed that the ultimate goal is for the safety and protection of the homeowner. Discussion followed regarding the proposal to require a permit for shingling a roof. Mr. Duffy has concerns regarding the burden to the homeowner, both financially and in time lost. He believes this would take away the ability of the homeowner to complete projects on the weekends.

Ms. Faucette stated that the State of New Hampshire does not require a home inspector to be licensed. She referred to her experience with a previous roofing project and her wish that an inspector had been on site. Ms. Faucette also stated that the guarantee on the shingles is only valid on installations performed by a qualified contractor. Mr. Morrill believes that any inconvenience to the homeowner is outweighed by the benefits.

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Mr. Capello noted that replacement of a few shingles is considered a 'general repair' and does not require a permit.

Mr. Tibbetts questioned the necessity of inspecting window installations. He noted that he personally plans to replace several windows at one time (rather than all windows at the same time) and does not believe he should have to get a permit for each installation. Mr. Capello explained that the permit is good for two years, thereby allowing a significant amount of time throughout which to complete window replacement. Mr. Morrill reiterated that the purpose is to protect the homeowner from poor quality of work by contractors. Ms. Frost stated that the Town has adopted the building codes and, therefore, must enforce them. Mr. Duffy questioned why the State has not contacted the Town of Wakefield for non-compliance with that code since it was adopted in 2001. No one present could answer that question. Ms. Faucette referred to a document required by the State when a property is sold which discloses whether alterations were made without a permit.

Mr. Blackwood has concerns regarding the mechanical/gas permit and believes that the gas company should perform any hook ups. Mr. Capello stated that the Code Office would ensure that release valves and pipes were properly installed and would confirm that the appropriate test of the fittings was performed. Ms. Faucette questioned whether a permit would be required for a gas fireplace. Mr. Capello advised that it would if it involves installation of a gas furnace.

Mr. Morrill suggested that perhaps the Code Office should consider weekend inspections for homeowners that do their own projects. Mr. Capello advised that both he and Mr. Ciardi are willing to make this accommodation, and, in fact, have already been doing so. Ms. Faucette noted that she would like to see some type of disclosure on the permit stating that the Town is not responsible for enforcing deed restrictions. This language will be considered.

There being no further public comment, Mr. Morrill closed the public hearing at 7:39 p.m. He thanked the entire staff of the Code Enforcement Office for their efforts and encouraged Mr. Capello to advise Ms. Frost of any negative feedback received with respect to the proposed schedule of fees/inspections. Mr. Duffy hopes that the Code Office will not come down too hard on individuals who are unaware of the new regulations. **Mr. Morrill moved to adopt the Building Fee Schedule as proposed, to become effective May 1, 2007. Mr. Blackwood seconded the motion.** Mr. Capello recommended that this schedule be reviewed in six months. **The motion then passed 2-1 (Mr. Duffy voting against).**

3. Appointments – None scheduled.

4. Old Business

a) Gate at Wastewater Treatment Facility – Ms. Frost advised that she has received a third proposal, this one from AAA Fences, to install a swing gate, including an entry system, for \$3450. This system would record the date and time in, but not how long the vehicle spends in the facility. However, this information is available through the purchase of ‘add-ons’. Art Hoffman of Woodard & Curran believes this system would work fine. We would need to get power to the gate. The Board would like to pursue this option further. Ms. Frost will ask about the life expectancy of such a system, as well as the cost of add-ons. She will also determine whether we should consider enclosing any part of this system in a small building.

b) Scales for Transfer Station – Ms. Frost advised that Sebago Scales is proposing that the scales be operated from within the office at the Transfer Station, where the electronics would be housed. The cost would be \$38,633, which could be reduced if we get someone else to do the cement work. For an additional \$2000 we could obtain a heavy duty model. Ms. Frost will contact CMA to advise them we are moving forward with scales. Mr. Morrill suggested we consider addressing the gate at the Transfer Station also. Discussion followed regarding use of a remote keypad. The Board was in agreement to move forward with heavy duty scales.

c) Canal Road Bridge – Ms. Frost received a report today from the State regarding the required repair. According to Nancy Ruma, a selectperson from Acton, the State of Maine will not assist financially with this project. The State of NH will take responsibility for the Wakefield approach and the bridge, up to, but not including, the Acton approach. The Town’s share of this project would be \$77,000. The State does not expect to have funds available until 2012. The Town could elect to fund the entire project, with reimbursement from the State in 2012.

5. New Business

a) Committee Appointments – **Mr. Morrill moved to reappoint David Tibbetts to the Cable Advisory Board for a term through March 2010. Mr. Blackwood seconded the motion, which passed 3-0.**

Mr. Morrill moved to reappoint Dennis Miller as a member to the Conservation Commission for a term through 2010. Mr. Duffy seconded the motion, which passed 3-0.

Mr. Morrill moved to reappoint Nancy Bancroft as a member to the Heritage Commission for a term through 2010. Mr. Blackwood seconded the motion, which passed 3-0.

Mr. Morrill moved to reappoint David Stevens and Robert Shepherd as members to the Parks & Recreation Commission for terms through March 2010. Mr. Duffy seconded the motion, which passed 3-0.

Mr. Morrill moved to reappoint Cliff Bardsley as an alternate to the Parks & Recreation Commission for a term through March 2010. Mr. Blackwood seconded the motion, which passed 3-0.

The recommendation from the Conservation Commission to reappoint Nancy Spencer Smith will be tabled until all who have expressed opinions can be available for discussion. Mr. Morrill noted that each committee needs balance, as well as members who are willing to speak their minds. However, we must ensure that the committee members act within their realms of responsibility.

Mr. Duffy moved to reappoint George Frothingham and Cecile Arnone as members to the Zoning Board of Adjustment for terms through March 2010. Mr. Blackwood seconded the motion, which passed 3-0.

Mr. Blackwood moved to reappoint Judy Sjostrom as an alternate to the Zoning Board of Adjustment for a term through March 2010. Mr. Duffy seconded the motion, which passed 3-0.

6. Correspondence

--The Board received information individually regarding the Albee pit acquisition proposal. Discussion followed regarding questions that need to be answered and information that needs to be shared.

7. Unscheduled Matters/Public Comment – None forthcoming.

8. Administrative Matters

a) Liaison Reports – Mr. Blackwood: Reviewed his March 14 report of Planning Board actions. The Highway Department is screening sand. Ms. Frost noted that they will be removing ledge from Pickpocket Road. She will ensure that they are familiar with the process and use the necessary safety equipment.

Mr. Duffy: The Heritage Commission met with a representative of the National Historic Register for Town Hall. He noted that it is important for the Commission to be involved with this, and any similar, effort. Peter Brown will work on the application. Peter also suggested that the Town contact the Society for Industrial Archeology with respect to the Canal Road Bridge. The Commission is paying a high rate for propane from Eastern Propane. They will call Webber to see if they can obtain a better price. That building will be included on the Town's list for the next round of fuel bids.

The Cable Advisory Board has appointed David Tibbets as Chair, and Jason Brown as Vice-Chair. Discussion followed regarding the PEG channel. The School Board will pursue taping their meetings and may also tape the school building committee meetings. Senior rates from Time Warner will be posted on the web site and PEG channel.

b) Administrator's Update

--The Supreme Court has affirmed the lower court decision with respect to the McMullin case. Town Counsel will petition to attach Mr. McMullin's real property and will ask for permission to dispose of the equipment being stored by the Town.

--Ms. Frost presented a letter of resignation from Elizabeth MacRury from the Heritage Commission, effective May 1. **Mr. Morrill moved to accept with deep regret the resignation of Elizabeth MacRury from the Heritage Commission, effective May 1, 2007. Mr. Blackwood seconded the motion, which passed 3-0.**

--Joe Kenney updated Ms. Frost on two bills that he sponsored. One did not make it out of committee. The second regarding Lake Ivanhoe is likely to pass. According to Mr. Kenney, passage of this bill will not obligate the Town to pay for anything. Discussion followed regarding the wording of this bill.

c) Pole License Agreement – Executed by the Board as presented.

d) Building Permit Releases – None forthcoming.

e) Minutes – **Mr. Morrill moved to approve the minutes of March 14, 2007, as presented. Mr. Blackwood seconded the motion, which passed 3-0.**

Ms. Faucette questioned whether it is allowable to store campaign signs on private property, out in the open.

Mr. Morrill moved to enter Non Public Session under RSA 91-A:3, II (a) & (b). Mr. Blackwood 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 9:04 p.m.

The Board returned to public session at 10:05p.m. Ms. Frost advised the Board that Louanne Linne has resigned as Assistant Welfare Director. This position will be posted. **Mr. Morrill moved to appoint Michael Moore and Daniel Hill as Deputy Forest Fire Wardens, as recommended by Chief Nason. Mr. Duffy seconded the motion, which passed 3-0.**

There being no further business, the meeting adjourned at 10:15 p.m.

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Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Paul S. Morrill, Chairperson

Mark P. Duffy

John J. Blackwood