

**Board of Selectmen
June 12, 2013**

Present: Richard C. Edwards, Vice Chair; Connie M. Twombly; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary. Kenneth S. Paul, Chairperson, joined the session at 7:03 p.m.

Mr. Edwards called the posted meeting to order at 6:15 p.m. **Ms. Twombly moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 7:03 p.m. Mr. Paul led those present in the Pledge of Allegiance. Those present included: Tom Beeler, *The Granite State News*; Relf Fogg; and Jerry O’Connor (videotaping). Chief Ken Fifield joined the session in progress.

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment #1 – None forthcoming.

3. Unfinished Business – None scheduled.

4. New Business

a) Drainage Easement re: Brackett Road Project – We are now in the third phase of this project, and the Highway Department is replacing another catch basin. **Mr. Paul moved to approve the drainage easement from Rich to the Town of Wakefield, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

b) Purchase Order – The purchase order relates to turn-out gear for the Fire/Rescue personnel. **Mr. Paul moved to approve Purchase Order #1042 in the amount of \$6518.71, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

5. Proposed CRF Expenditures

a) \$1190 Technology CRF – Ms. Williams advised that the Town Clerk’s computer had been scheduled for replacement this year; however, the appropriation for the Technology Fund did not pass. The computer must not have understood the vote, because it died anyway and had to be replaced. This expenditure would result in a CRF balance of \$1725. **Ms. Twombly moved to approve the \$1190 expenditure from the Technology CRF as presented. Mr. Paul seconded the motion, which passed 3-0.**

b) \$23,563.88 Police Cruiser CRF – This expenditure is for the new cruiser approved at Town Meeting. **Ms. Twombly moved to approve the \$23,563.88 expenditure from the Police Cruiser CRF as presented. Mr. Edwards seconded the motion, which passed 3-0.**

6. Correspondence

a) DRA Approval of Expenditure – DRA has approved the \$14,000 expenditure from the unreserved fund balance for replacement of the boiler at the Greater Wakefield Resource Center.

b) Great East Lake Improvement Assoc – GELIA has invited the Board members to its annual meeting, scheduled for June 13 at 10 a.m. at Weeks Park.

7. Unscheduled Matters/Public Comment #2

--Mr. Fogg viewed a recent Selectmen's meeting and referred to the Board's approval to have Town Counsel conduct an auction of tax acquired property. Mr. Fogg is requesting that the Board put this out to bid. He is not sure the Town will get the best return for its money since he expects Town Counsel will charge the Town for deed preparation and research, in addition to the 10% being charged by Town Counsel. Mr. Paul noted that it is important to get the property back on the tax roll; the Town does not need to make any profit. He explained that the 10% being charged by Mr. Sager is a buyer's premium—10% over and above the successful bid price—paid directly by the buyer to Mr. Sager. That buyer's premium will cover the cost of any deed preparation and research; the Town will not be paying Town Counsel for that work. Ms. Williams stressed that Mr. Sager will not be paid by the Town for any part of this project. She further noted that it was not put out to bid because the Town is not paying for the service. Mr. O'Connor stated his belief that if a Town employee or Town official is involved, the limit is \$200 for services going out to bid—however, this is not relevant to this situation.

8. Administrative Matters

a) Liaison Reports – Mr. Edwards: The Road Agent indicates the dump body has been repaired, hooked up and the truck is back in use and running well as of Wednesday. Several detention ponds on Brackett Road have been finished, and shoulder work has been done on Witchtrot and Canal Roads. We have advertised for paving bids for Witchtrot and Canal Roads. More road work and culverts coming up!

Ms. Twombly: Ms. Twombly suggested that liaison reports be done once each month rather than every meeting. She noted it can take a lot of time from the Town employees to communicate the update information. Mr. Paul noted that some departments may still like to keep their liaison up to speed, but the reports could be saved until the last meeting of the month. Naturally, any crucial information can be brought up as needed. All agreed!

The Heritage Commission continues work on many projects, including the blacksmith shop and the freight house. The volunteer board of the Greater Wakefield Resource Center has so much knowledge and is doing a wonderful job. The Planning Board is getting to know each other and is discussing goals. Ms. Twombly is very impressed with this board.

The State will require much more information and bonding from the Sanbornville Water Precinct before it will authorize replacement of pipes along Route 109. That project is on the back burner for now. SWP will move on to Rines Road.

Mr. Paul asked Ms. Williams the status of the sprinkler project. Ms. Williams advised they will be done in the attic this week and are working in the bell tower. Temporary heads will be installed Thursday. We have had to clean out the area under the stage and work will begin there soon.

b) Administrator's Update

--The Town Hall generator will be installed next week. K&M, Amerigas and the Highway Department will all be on site Wednesday at 7 a.m.

--We have a metal cabinet, formerly used by the cable group, for which we have no use. It is an odd size and we have no key. Lance McLean is working with a group in Ossipee who may have a use for it. The Board agreed by consensus to give the unused cabinet to the Ossipee group, via Lance McLean.

--Several times in the recent past we have been contacted by alternative power supply providers. We had been under the impression that we had to wait until we paid off our Smart Start loans to change providers; however, this is not the case. The Board agreed that Ms. Williams should investigate the possibility of changing providers. She will confirm that PSNH would take us back in the future should the Town so choose. The Town would likely be eligible for a kick-back from the alternative providers should our residents also sign with the new provider as a result of the Town's efforts.

--Ms. Williams referred to the free Bagsters received last year from Waste Management. Our free supply is dwindling. The Board could decide to become a retailer, purchasing the Bagsters, then reselling them at a \$10 profit. The Board agreed by consensus not to pursue becoming a retailer for Bagsters.

--We currently have both Planet Aid and Salvation Army collection boxes at the Transfer Station. If the Town should decide to deal with Planet Aid exclusively for 2 years (with an automatic renewal), Planet Aid would pay the Town \$0.25 per pound for the material collected. Salvation Army distributes material within the USA, while Planet Aid distributes worldwide. If we had contracted with Planet Aid in 2011 and 2012, the Town would have received \$1800 and \$1400, respectively. The Board members will give this more consideration and will discuss again at the next meeting.

--Apparently, a small amount of creamer that spilled in the Town Clerk's office, found its way through the floor, onto the ceiling tile in the Assessing office, around the sprinkler head and onto the carpet! The carpet has been addressed; however, there is a concern that mold may develop in the ceiling tile. Mr. Edwards will view and try to change the tile. Mr. Paul stated that we need a maintenance person for 12-15 hours per week. This will be discussed in the 2014 budget.

c) Committee Membership Appointments – The Conservation Commission has recommended that Peter Kasprzyk's status be changed to "Alternate" and that Steve Brown's be changed to "Member." **Mr. Edwards moved to appoint Peter Kasprzyk as an alternate to the Conservation Commission, with a term through March 2016, and to appoint Steve Brown as a member of the Conservation Commission, with a term through March 2015. Mr. Paul seconded the motion, which passed 3-0.**

d) Pole License – The Board executed a pole license agreement for Ballards Ridge Road, as presented.

e) Payment Manifests – **Mr. Paul moved to approve AP #24, a void in the amount of \$40,022.14. Mr. Edwards seconded the motion, which passed 3-0.**

Mr. Edwards moved to approve Payroll #13 in the amount of \$61,374.76. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Edwards moved to approve AP #25 in the amount of \$4,022.14. Ms. Twombly seconded the motion, which passed 3-0.

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Mr. Edwards moved to approve AP #26 in the amount of \$741,922.51. Ms. Twombly seconded the motion, which passed 3-0.

f) Minutes – Mr. Edwards moved to approve the minutes of May 22, 2013, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Paul moved to approve the minutes of June 3, 2013, as presented. Ms. Twombly seconded the motion, which passed 2-0-1.

g) Non Public Session – Ms. Twombly moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Edwards seconded the motion. Roll call vote: Ms. Twombly – ‘aye’; Mr. Edwards – ‘aye’; Mr. Paul – ‘aye’. The motion passed 3-0, and the Board entered Non Public Session at 8:04 p.m.

The Board returned to public session at 8:15 p.m., at which time the meeting adjourned.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly