

**Board of Selectmen
July 24, 2019**

Present: Mark P. Duffy, Chair (joined the session at 6:12 p.m.); Richard C. Edwards; Kenneth S. Paul; Kelley A. Collins, Town Administrator; and Toni Bodah, Secretary.

Mr. Edwards called the posted meeting to order at 5:53 p.m. **Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a) & (c). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6 p.m. **Mr. Paul moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the minutes were sealed.**

Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:04 p.m. **Mr. Paul moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the minutes were sealed.**

Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:05 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$20.92/hour for Officer Loghan Major, effective as of July 29, 2019. **Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:07 p.m. During the immediately preceding Non Public Session, the Board voted to hire Wilbert Ryan as Animal Control Officer at the rate of \$18.50/hour. **Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:10 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$26.99/hour for Toni Bodah, effective as of July 29, 2019. [Thanks!] **Mr. Paul moved to enter Non Public Session under RSA 91-A:3, II (e). Mr. Edwards seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:15 p.m. **Mr. Paul moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Edwards seconded the motion.**

Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 3-0, and the minutes were sealed.

Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (c). Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:18 p.m. Mr. Edwards moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 3-0, and the minutes were sealed.

Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (c). Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:22 p.m. Mr. Edwards moved to seal indefinitely the minutes of the immediately preceding Non Public Session. Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 3-0, and the minutes were sealed.

Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:29 p.m. Mr. Edwards moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 3-0, and the minutes were sealed.

Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a) & (c). Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:45 p.m. Mr. Edwards moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 3-0, and the minutes were sealed.

Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a) & (c). Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 7:02 p.m. **Mr. Edwards moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Paul seconded the motion. Roll call vote: Mr. Paul – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 3-0, and the minutes were sealed.

Mr. Duffy led those now present (Niko Giokas, videographer) in the Pledge of Allegiance. Joining the session in progress were Connie Twombly; Officer Dave Landry and Officer Clayton Cyr.

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment – None forthcoming.

3. Unfinished Business

a) CC Broadband – Ms. Collins advised that the CCB committee presented itself to the Carroll County Commissioners earlier today. This Board had previously appointed Ms. Collins as its representative to the CCB, and Jim Miller as the alternate representative. Mr. Duffy executed the official appointment form for these 2 representatives.

b) NH DOT Meeting re: Railroad Crossing Project – Mr. Duffy stated that DOT plans to close down a section of Route 16 for approximately 4 days, Friday noon to Monday noon, in order to work on the railroad crossing near the intersection with Route 153 in Union. Ms. Collins noted that DOT would like Wakefield to host an informational session, to include the School’s transportation director, local fire/ambulance, police and DPW, as well as the Town of Milton. Likely, vehicles heading south would be able to get back on the highway at Exit 18, and those heading north would get off at Exit 18, getting back on the highway at the traffic lights at the 4-way intersection. Ms. Collins would like to avoid conducting this session at the August 14 meeting, as that is already a 3-week meeting. She suggested holding an extra meeting on August 21, at which Parks & Rec could present the results of its needs assessment from 6-7:15, with DOT making its presentation from 7:15-8:30 (if necessary). DOT needs a full 2 weeks to prepare notifications. Agreed! A brief discussion of the August 14 agenda followed.

4. New Business

a) Strafford Metropolitan Planning Organization TAC Appointment – Ms. Collins has served in this capacity for the past year. This is actually a 2-year term and is due for re-appointment. **Mr. Duffy moved to reappoint Kelley Collins as SMPO TAC representative for a term of 2 years. Mr. Paul seconded the motion, which passed 3-0.**

5. Proposed Capital Reserve Fund Expenditures

a) Invasive Species \$3375 – This appropriation for Province Lake Assoc was approved at the Board’s public hearing. Time to approve it as an expenditure. **Mr. Paul moved to approve release of the \$3375 for Province Lake Assoc. Mr. Edwards seconded the motion, which passed 3-0.**

6. Correspondence

a) Eversource - We are advised that Eversource plans to replace transmission structures. Representatives have met with Planning Board. Mr. Edwards advised that the structures will be similar

to existing structures—they are just upgrading. He added that the representatives were well-versed with respect to permitting, wetlands, etc.

b) Charter Communications – We are advised of upcoming line-up changes.

c) State Budget Information – The Governor is seeking support of a compromise budget, which still does not include State Bridge Aid funds. If a windfall should be forthcoming, this program could still be funded, but we should not hold our collective breath. Mr. Edwards still plans to present an alternative proposal for addressing bridges.

7. Unscheduled Matters/Public Comment #1

--Ms. Twombly asked about the status of the sidewalks in Union. Ms. Collins advised that DPW Director Brock Mitchell has earmarked funds for this purpose, but he must coordinate the project with NH DOT. At the very least, the sidewalks will be made less dangerous. Mr. Mitchell plans to add funds in the 2020 budget. Drainage issues must be addressed. We expect the paving company in September. More research will be needed regarding maintenance requirements.

8. Administrative Matters

a) Town Administrator's Update

--Brock Mitchell has drafted an RFP for radios and repeaters. It will run in next week's paper; however, only a few companies can provide this type of equipment. The current analog radios cannot communicate with Police or Fire, both of which use digital equipment. The repeaters will assist in reaching the outer areas of town. Funds were included in the 2019 budget for this purpose (as a separate warrant article). Mr. Mitchell hopes to accomplish this changeover prior to winter.

--Pam Wiggin, Chair of the Heritage Commission, has requested an appointment at the next meeting. Ms. Collins will not be in attendance and, therefore, she provided the Board with various background information relating to the traffic concerns at Wakefield Corner, which has been on-going since 2016. Ms. Collins gave a brief history of the situation. A traffic audit was conducted and, eventually the use of driver feedback signs—a.k.a. traffic calming devices—was agreed upon. The Congregational Church agreed to purchase the devices, at a cost of \$5,000 - \$7000. The State agreed to place the devices within their right-of-way if the Town would assume the liability for the devices once placed. At Town Counsel's suggestion, the Town declined acceptance of that liability; however, it agreed to install the devices as dictated by the State. The Church agreed to accept the liability, as long as the devices were placed within 1000' of the Church. NH DOT has chosen property owned by Ms. Wiggin for one of the devices. Ms. Wiggin is not enthusiastic. Although this is occurring within the Historic District, we must be cognizant of safety issues.

Mr. Duffy asked whether Ms. Twombly is familiar with this issue. Ms. Twombly is familiar but did not realize that the devices would be flashing signs. She referred to the heavy traffic in that area, augmented by the fact that a nursery school is located at the Church. She asked whether there would be speed limits posted on the top of the devices. That is unknown, but the devices have arrived and are being held at the Police Department. Chief Ventura will be asked to attend the August 14 meeting, and he will have maps and device dimensions.

--Ms. Collins will be on vacation the week of August 12.

b) Treasurer's Monthly Reports for June – Provided for the Board's information.

c) Building Permit Releases – None received.

d) Payment Manifests – Mr. Edwards moved to approve PR #17 in the amount of \$113,837.92. Mr. Paul seconded the motion, which passed 3-0.

Mr. Edwards moved to approve AP #20 in the amount of \$70,615.03. Mr. Paul seconded the motion, which passed 3-0.

e) Minutes – Mr. Paul moved to approve the unsealed minutes of July 10, 2019, Non Public Sessions as presented. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Paul moved to approve the sealed minutes of July 10, 2019, Non Public Sessions, as presented. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Paul moved to approve the minutes of the July 10, 2019, public session as presented. Mr. Edwards seconded the motion, which passed 3-0.

f) Selectmen's Work Session

--Mr. Edwards is still working on a PowerPoint presentation regarding options to address Town bridges.

--Mr. Duffy referred to the new layout at the Transfer Station and asked whether there is any option for an "express" lane. Mr. Paul advised they are awaiting improved signage. The next project will be pulling #1 & #2 plastic. The crew has already done 7-8 bales of cardboard and several of cans. At a minimum, this results in cost-avoidance. The creation of a video is in progress.

Mr. Paul moved to adjourn at 7:49 p.m. Mr. Edwards seconded the motion, which passed 3-0.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:



Mark P. Duffy, Chair



Richard C. Edwards



Kenneth S. Paul