

**Board of Selectmen
February 28, 2018**

Present: Richard C. Edwards, Chairperson; Connie Twombley; Lino Avellani; Kelley A. Collins, Town Administrator; and Toni Bodah, Secretary (joined the session in progress).

Mr. Edwards called the posted meeting to order at 6:10 p.m. **Mr. Avellani moved to enter Non Public Session under RSA 91-A:3, II (a) and (c). Ms. Twombley seconded the motion. Roll call vote: Ms. Twombley – ‘aye’; Mr. Avellani – ‘aye’; Mr. Edwards – ‘aye’.** The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:16 p.m. No decisions were made during the immediately preceding Non Public Session. **Mr. Avellani moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Ms. Twombley seconded the motion. Roll call vote: Ms. Twombley - ‘aye’; Mr. Avellani – ‘aye’; Mr. Edwards – ‘aye’.** The motion passed unanimously.

At 6:17 p.m. Mr. Avellani moved to enter Non Public Session under RSA 91-A:3, II (a) and (c). Ms. Twombley seconded the motion. Roll call vote: Ms. Twombley – ‘aye’; Mr. Avellani – ‘aye’; Mr. Edwards – ‘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. Avellani moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Ms. Twombley seconded the motion. Roll call vote: Ms. Twombley - ‘aye’; Mr. Avellani – ‘aye’; Mr. Edwards – ‘aye’.** The motion passed unanimously.

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

The Board returned to public session at 7 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$20.92 per hour for Brad Beveridge, effective as of February 26, 2018.

Those present at this time included: Tom Beeler (welcome back!); John Blackwood; Ed Noble; Jim Miller; Vin Wallace; Leigh & Angie Nichols; Rose & Robert Baxter; Ed Comeau (videographer); and Donna Martin (videographer). Rueben Knisley joined the session in progress.

Mr. Edwards led all present in the Pledge of Allegiance. He then offered an apology to Town employees for comments made at the last Selectmen’s meeting. Mr. Edwards noted that he had allowed discussion to get out of hand.

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment #1

--Mr. Nichols stated that on behalf of his staff, he appreciates Mr. Edwards’ apology. According to Mr. Nichols, Mr. Edwards did repeat the insult to his staff. The Highway staff works hard for the townspeople and were hurt by comments made.

Mr. Nichols stated that Mr. Blackwood and Mr. Weymouth had made a number of false claims regarding maintenance of the trucks. He referred to the number of times he has seen Mr. Blackwood and/or various Board members at the facility. In addition, Mr. Nichols will not pursue claims of speeding in the trucks without proof.

--Mr. Blackwood noted that one of the Town's trucks blew a tire last week; however, it already had 1 flat tire. Therefore, he concludes that it must have had a flat tire when it left the facility. He also heard that the Transfer Station staff used the Highway Department's loader and backhoe to compress debris. He questions why the Transfer Station did not use their own new equipment.

3. Unfinished Business – None scheduled.

4. New Business

a) Sewer Warrant 2017-2 – Ms. Collins has met with the Water Commissioners in anticipation of the Town taking over the system. The Commissioners are in the process of replacing meters. Mr. Avellani questioned the voracity of the readings used to calculate the sewer bills. Ms. Collins referred to the cash flow created for the Sewer Fund by issuing bills associated with this warrant. Mr. Avellani is not willing to authorize issuance of these bills due to lack of confidence in the readings provided. **Ms. Twombly moved to approve the 2017-2 Sewer Warrant in the amount of \$24,813.65, as presented. Mr. Edwards seconded the motion.** Ms. Twombly and Mr. Edwards believe the bills should be issued with the hope that readings provided in the future will be more accurate. Mr. Noble noted that if a meter is not working properly, the bill is more likely to be too low rather than too high. **The motion then passed 2-0-1 (Mr. Avellani abstaining).** Mr. Edwards agreed that the situation must change. Ms. Collins will prepare a letter to the Water Commissioners for the Board's signature, seeking replacement of all meters that are not working properly. It was noted that if the members of the Precinct do not vote in favor of dissolution, the current situation will continue.

b) Posting of Town Roads – Mr. Edwards understands the reason for posting the roads; however, he does not believe the rule is fair for all trucks. Mr. Nichols stated the decision is up to the Board. He advised that the State has just posted its roads. He also noted that most Town roads cannot be accessed without accessing State roads. Mr. Blackwood advised that in previous years, the Board left the decision up to the Road Agent. Mr. Nichols stated that the roads were posted last year. He communicated with various truckers to ensure that most trucks could operate as long as the temperature remained below freezing. He advised Mr. Avellani that the weight limit is around 6-8 tons. **Mr. Edwards moved to allow the Director of Public Works to post Town roads, with the hope that all will be treated equally. Ms. Twombly seconded the motion, which passed 3-0.**

5. Proposed Capital Reserve Expenditures – None scheduled.

6. Correspondence

a) NH DOT Resurfacing Program CY 2018 – This information is provided for the Board's information. All were pleased to see that several local roads will be addressed.

b) NH DOT Bridge Inspection Report – This report relates only to the bridges on Canal Road and Maple Street.

c) Clearview Community TV 2017 Year End Report – The referenced increase in franchise fees received likely reflects increased bills received by subscribers. Ms. Collins thanked the Clearview Board for taking the time to film explanation of the Town's warrant articles.

d) Jim Miller – Mr. Miller shared his comments regarding conduct at the February 13, 2018, Selectmen's meeting. Mr. Edwards thanked Mr. Miller for his comments.

e) Seven Lakes Snowmobile Club – Board members are invited to the pot luck dinner scheduled for March 10, 6 p.m., at the Public Safety Building. Ms. Collins will RSVP for Mr. Edwards.

7. Unscheduled Matters/Public Comment #2

--Mr. Blackwood asked why a Town cruiser is seen coming from the Town of Newfield Maine. He was advised to direct his question to the Police Department.

8. Administrative Matters

a) Town Administrator's Update

--GWRC Management Contract: The GWRC Board has submitted 2 leases for the Board's review/approval. One lease is with the Gafney Library Literacy Program; the other is with AWWA. Receipt of these leases led Ms. Collins to review the Management Contract, and to find an error in the term of that agreement. She sent the agreement to Town Counsel to determine the legal ramifications, if any. Town Counsel determined that the contract has actually expired. Ms. Collins has requested that he prepare an addendum to allow the contract to run through the end of 2018 in order for the referenced leases to continue. That draft addendum was reviewed by the Board. This summer we will need to begin discussion of the Board's plan for that building. Ms. Avellani noted that the Town contributes to the GWRC, Gafney Literacy Program and AWWA. **Mr. Avellani moved to approve the Management Contract Addendum with GWRC, with a term through December 31, 2018, with the understanding we will discuss plans for this building later in the summer. Ms. Twombly seconded the motion, which passed 3-0.**

Mr. Avellani moved to approve the 2 leases as presented, for space in the GWRC building, and to authorize Mr. Edwards to execute same. Ms. Twombly seconded the motion, which passed 3-0.

--Wakefield Corner Traffic Concerns: This issue was discussed at the last Board meeting, including the traffic calming devices donated which the Town has been asked to install. DOT is willing to install the devices if the Town is willing to enter into an agreement accepting liability for same. The Church is willing to enter into an agreement with the Town to ultimately accept that responsibility. It would cost approximately \$1750 to have Town Counsel develop these 2 agreements. Peter Brown (of Wakefield Corner) had discussed this project with the Board last August, at which time the Board agreed to have DOT conduct a Road Safety Audit. Ms. Collins is concerned with the ultimate liability to the Town. Mr. Avellani is unwilling to spend taxpayers' money on this issue. He also believes the Town will ultimately be liable regardless of any agreements executed. Mr. Avellani suggested the better solution is to have the Police Department increase aggressive patrols and enforce the laws in place. All agreed. Ms. Collins will so advise her contacts at Wakefield Corner. Mr. Avellani noted that the wishes of the Board should be reiterated to all appropriate departments in writing.

--The Town's auditors require submission of a Governance Questionnaire. This is the same information required each year. **Mr. Avellani moved to authorize Richard Edwards to execute the Governance Questionnaire as presented. Ms. Twombly seconded the motion, which passed 3-0.**

--Garden Terrace Level Insurance Claim: The carpet squares will be installed next week. We may begin to move back in as early as Friday, March 9. Ms. Collins anticipates the assistance of the Highway Department. The Town has received 2 checks from the insurance company totaling \$29,452, representing 80% of expenditures to date. We may have difficulty replacing missing clips from the heating units.

--Ms. Collins presented 2 sets of sealed Non Public minutes. **Mr. Avellani moved to approve the sealed Non Public minutes of February 12 and 13, 2018, as presented. Ms. Twombly seconded the motion, which passed 3-0.**

--The Tax Collector has presented a comparison of amounts collected in February 2018 (\$124,162) v. February 2017 (\$82,853). Of interest also is the large discrepancy between the YTD credits in 2018 (\$224,593) compared to 2017 (\$30,952).

--Payment Plans: The Board had agreed to abate a specific amount of taxes when a property owner with whom the Town has an official payment plan completes the terms of the agreement. Ms. Collins has prepared an abatement for the Board's signature to be used in the event a pay-off is received prior to the next meeting. **Mr. Avellani moved to approve the abatement for Map 34, Lot 4 in the amount of \$1215, to be issued upon full payment of the approved payment plan. Ms. Twombly seconded the motion, which passed 3-0.**

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

c) Building Permit Releases – Mr. Avellani moved to approve the building permit release for Melanson on Silver Hill Drive. Ms. Twombly seconded the motion, which passed 3-0.

d) Payment Manifests – Mr. Avellani moved to approve PR #5 in the amount of \$79,903.54. Mr. Twombly seconded the motion, which passed 3-0.

Mr. Avellani moved to approve AP #4 in the amount of \$59,180.53. Ms. Twombly seconded the motion, which passed 3-0.

e) Minutes – Mr. Avellani moved to approve the Non Public minutes of February 13, 2018 #'s 1,2,4 & 5, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Avellani moved to approve the public minutes of February 13, 2018, as presented. Ms. Twombly seconded the motion, which passed 3-0.

Mr. Avellani moved to approve the public minutes of February 12, 2018, as presented. Ms. Twombly seconded the motion, which passed 3-0.

f) Selectmen's Work Session

--Mr. Edwards welcomed Tom Beeler back to our meetings!

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--Mr. Avellani noted that the minutes should reflect the apology made to Town staff regarding indiscretions at the previous Board meeting.

--Ms. Twombly thanked Mr. Edwards for all he has done for the Town, including the salt sheds and the second floor of the public safety building. She understands that he did not do it alone; however, his determination to follow through helped the projects become realities.

Mr. Avellani moved to adjourn at 8:07 p.m. Ms. Twombly seconded the motion, which passed 3-0.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Connie Twombly

Lino Avellani