

**Board of Selectmen  
March 22, 2017**

**Present:** Richard C. Edwards, Chairperson; Lino Avellani; Connie Twombly (joined the session in progress); and Toni Bodah, Secretary.

Mr. Edwards called the posted meeting to order at 6:30. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a) and (e). Mr. Avellani seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Mr. Avellani – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 7 p.m. Those present at this time included: Tom Beeler, *The Granite State News*; Ed Comeau (videographer); Donna Martin (videographer); Jim Miller; Fred Gulbrandsen; Ed Noble; Mark & Tracey Kolb; and Sgt. Mike Fenton.

Mr. Edwards led all in the Pledge of Allegiance, and then welcomed Mr. Avellani as the new Board member.

**1. Board Organization and Liaison Assignments**

**Ms. Twombly moved to appoint Mr. Edwards as Chair. Mr. Avellani seconded the motion.** Mr. Edwards suggested Ms. Twombly take a turn as Chair; however, she emphatically declined! **The motion then passed 3-0.**

**Ms. Twombly moved to appoint Mr. Avellani as Vice Chair. Mr. Edwards seconded the motion.** Ms. Twombly confirmed that she has no interest in serving in that capacity. **The motion then passed 3-0.**

The Board then reviewed the 2016 liaison assignments. Several changes were made. The revised list will be posted at Town Hall and distributed to the Board members.

**2. Appointments** – None scheduled.

**3. Unscheduled Matters/Public Comment #1**

--Tracey Kolb asked whether the Board would consider adoption of an ordinance relating to regulation of outdoor storage of junk and junk vehicles. Ms. Kolb shared an ordinance enacted by the Selectboard of the Town of Middlebury VT. This Board will review the information provided by Ms. Kolb. Ms. Kolb also suggested that residents pay a yearly fee, rather than paying individually, for disposal of bulk.

--Mark Kolb referred to the 2 straw poll articles on the recent ballot and asked whether there is a goal at the Transfer Station to cover any financial shortfall. Mr. Edwards stated the articles were included merely to get an idea of how the public felt about the options listed. Both articles failed resoundingly, so likely those options will be not enacted. Instead we will go back to necessary revisions at the Transfer Station to address various issues. Ms. Kolb stated that people to whom she has spoken would overwhelmingly support a higher yearly fee rather than pay piece by piece. Mr. Edwards noted that the current fee of \$5 for 2 years does not cover the cost of disposal.

--Mr. Miller referred to Article #20 of the ballot, which appropriated \$34,500 for the Drew Mill Dam. He has done some research regarding use of public funds for what could be a private issue. First, he wonders whether it is legal for the Town to give this money to UVCA, as in doing so the public benefit must be more than incidental.

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In addition, it had been noted that the Town gives funds to other non-profit organizations. However, all those organizations provide services directly back to the residents of the Town. When public money is given, usually rights are created to the public; however, Mr. Miller is not aware of any rights being provided in this instance. Mr. Miller would like the Board of Selectmen to advise how it will ensure that the expenditure is legal, how it will ensure accountability and what rights the Town will acquire to assure availability for recreational use by the public.

Mr. Edwards stated that based upon the efforts of the group involved, he felt that the article should be included on the warrant. However, many questions arose later. He assured Mr. Miller that each question will be answered prior to any funding being provided.

Ms. Kolb stated that the referenced area is open to the public, and it is an asset to the Town. She questioned whether the Town would be responsible to find a source of water for fire protection for the tax-paying residents in Union in the event this pond disappears. Mr. Edwards noted that this issue is not limited to fire protection—there is more involved.

--Mr. Guldbrandsen welcomed Mr. Avellani to the Board. He also noted that he is the liaison for the Board of Selectmen to Clearview Community TV. [The liaison assignments discussed previously relate only to the Board members.]

### **4. Unfinished Business** – None scheduled.

### **5. New Business**

**a) PSB II - HVAC Bids** – Mr. Edwards had conducted a walk-through for this project with Pioneer Mechanical and Harte's Heating & A/C, both of whom are very capable contractors. Two bids were received as follows: Harte's Heating & A/C - \$46,128; and Pioneer Mechanical - \$53,800. The subcommittee has recommended the Board award the bid to Harte's, noting that while either company would do a great job, the cost difference is too much to ignore. **Ms. Twombly moved to accept the recommendation of the subcommittee and award the bid to Harte's Heating & A/C in the amount of \$46,128. Mr. Avellani seconded the motion, which passed 3-0.**

**b) CAI Contracts** – Both contracts are 1 year renewals, and funding was included in the 2017 budget. Mr. Avellani wonders whether it is necessary to put this service out to bid. It is unlikely that either service will exceed \$5000. **Ms. Twombly moved to approve the contract with CAI for Tax Map Maintenance as presented. Mr. Avellani seconded the motion, which passed 3-0.**

**Mr. Avellani moved to approve the contract with CAI for Street Numbering as presented. Ms. Twombly seconded the motion, which passed 3-0.**

### **6. Proposed Capital Reserve Fund Expenditures** – None scheduled.

### **7. Correspondence**

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**a) Pride of Wakefield Volunteers** – The Board is invited to the unveiling ceremony for the new Wakefield sign (across from the Mobile station) at 11 a.m. on Saturday, April 22. This sign was a joint effort between the Pride of Wakefield Volunteers and the Chamber of Commerce.

**b) NHMA Letter to Representatives** – NHMA has made several suggestions to the State legislature regarding ways to lower property taxes. Mr. Avellani noted that if one really wants to lower taxes, one must stop spending.

**c) Balch Lake Milfoil Treatment** – Notification that Balch Lake has applied for a treatment later this year is provided solely for the Board's information. A public hearing will be scheduled sometime in May to consider expenditures from the Invasive Species CRF.

### **8. Unscheduled Matters/Public Comment #2**

--Mr. Beeler noted that the Board of Selectmen is responsible for roads, including the 911 numbering of homes thereon. Mr. Guldbrandsen added that a police vehicle should be able to see the house number when traveling past a property. A brief discussion of 911 ensued.

### **9. Administrative Matters**

Mr. Edwards noted that he would like to have a spot on the agenda for the Board members to share thoughts, information, questions, etc. He would also like to establish a list of goals to accomplish as a team and suggested that each member bring a list of 5 goals to the next meeting. **Mr. Avellani moved to add "Selectmen's Work Session" to the end of the agenda (after "Minutes"). Ms. Twombly seconded the motion, which passed 3-0.**

Mr. Edwards referred to the Selectmen's Letter of Appreciation, which has been a great program. However, he believes we should not have it on the agenda so often; rather, it should more spontaneous. It was agreed that this could be addressed under the new "Work Session" portion of the agenda ☺

#### **a) Town Administrator's Update**

--Ms. Bodah presented the completed MS 232, required to be submitted to DRA within 20 days of voting. **Ms. Twombly moved to execute the MS 232 as presented. Mr. Avellani seconded the motion, which passed 3-0.**

--The Zoning Board of Adjustment has presented 2 recommendations to renew membership. **Mr. Edwards moved to reappoint John Crowell as a ZBA member for a 3 year term, as recommended. Ms. Twombly seconded the motion, which passed 3-0.**

**Mr. Avellani moved to reappoint Judith DesRoches as a ZBA alternate for a 3 year term, as recommended. Ms. Twombly seconded the motion, which passed 3-0.**

Mr. Edwards announced that the Board has hired Kelley Collins as our new Town Administrator. Ms. Collins comes to Wakefield with significant experience and is due to start here on April 10.

#### **b) Building Permit Releases** – None forthcoming.

**c) Payment Manifests** – Ms. Twombly moved to approve AP #10 in the amount of \$31,945, as presented. Mr. Avellani seconded the motion, which passed 3-0.

**d) Minutes** – Ms. Twombly moved to approve the minutes of March 1, 2017, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

Ms. Twombly moved to approve the minutes of March 3, 2017, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

Ms. Twombly moved to approve the minutes of March 7, 2017, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

Ms. Twombly moved to approve the minutes of March 8, 2017, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

Ms. Twombly moved to approve the minutes of March 10, 2017, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

Ms. Twombly moved to approve the minutes of March 16, 2017, as presented. Mr. Edwards seconded the motion, which passed 2-0-1.

**e) 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. Avellani – ‘aye’. The motion passed unanimously, and the Board entered Non Public Session at 8:03 p.m. (although time elapsed in order to allow people and cameras to vacate the room).

The Board returned to public session at 8:42p.m., at which time the meeting adjourned.

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

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Richard C. Edwards, Chairperson

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Lino Avellani

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Connie Twombly