

**Board of Selectmen
January 25, 2017**

Present: Richard C. Edwards, Chairperson; Connie Twombley; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary.

Mr. Edwards called the posted meeting to order at 6:45 p.m. **Ms. Twombley moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Edwards seconded the motion. Roll call vote: Ms. Twombley – ‘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. Those present at this time included: Donna Martin (videographer); Ed Comeau (videographer); Tom Beeler, *The Granite State News*; Darayl Remick; Fire Chief Todd Nason; Bill Wood, NH Bureau of EMS; Nancy Vaughn, American Heart Association; and Sgt. Michael Fenton. Mr. Edwards led all in the Pledge of Allegiance.

1. Appointments

a) Bill Wood, NH Bureau of EMS – Mr. Wood spoke of the Heart Safe Community program, which was established to encourage community members to become more involved with heart safety efforts. He noted that the Town of Wakefield has certainly participated in this initiative. Mr. Wood presented Chief Nason with a certificate in recognition of the Town of Wakefield achieving Heart Safe Community status and referenced the various ways in which the Town has accomplished this. Ms. Vaughn, of the American Heart Association, then presented a certificate from the NH Department of Safety, Division of FST & EMS, as well as the NH Department of Health & Human Services, Division of Public Health Services, in recognition of the Town’s efforts to increase the chain of survival. Mr. Wood displaced a ceremonial sign, denoting entrance into a Heart Safe Community, which can be displayed at Town Hall or the Public Safety Building.

b) Darayl Remick – Ms. Williams explained that Mr. Remick had become aware of the Board’s previous discussion regarding concerns if the beaver dam located on Mr. Remick’s property should give way, as it did several years ago. Mr. Remick spoke to the beaver pond being like a nature preserve, and noted the variety of wildlife he has identified on the property. The Board members agreed the dam and pond are treasures; however, the concern is if the dam should let go again. When that occurred previously, it caused much damage to private property, not to mention Brackett Road. Mr. Remick stated the dam let go because someone killed the resident beavers (without permission). Since the beaver were not there to maintain the dam, it let go. Eventually other beavers have taken over and have slowly repaired the dam.

Mr. Edwards asked what will happen if these beavers are removed. Mr. Remick would take steps to reduce the level of the water. Ms. Williams referred to the possible use of beaver pipes to keep the water level fairly consistent, with no harm down to the beavers. Mr. Remick stated in order to install the pipes, one would need to tear down a portion of the dam. He added that the beavers build the dam with avenues for the water to flow around the dam—a natural way to regulate the water level. A problem occurred because someone “removed” the beavers. Mr. Remick will be more aware of such activity in the future. Mr. Remick shared an album of fabulous photos of the pond and its inhabitants.

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

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3. Unfinished Business – None scheduled.

4. New Business

a) Job Descriptions – The Board reviewed revised job descriptions for the positions of Transfer Station Attendant and General Foreman. **Ms. Twombly moved to approve the revised job description for Transfer Station Attendant, as presented. Mr. Edwards seconded the motion, which passed 2-0.**

The job description for the General Foreman has been amended to include basic knowledge of heavy equipment maintenance and repair. **Ms. Twombly moved to approve the job description for General Foreman, as amended. Mr. Edwards seconded the motion, which passed 2-0.** We will advertise soon for both of these vacant positions.

b) Speaking Assignments – Deliberative Session – The speaking responsibilities were fairly distributed among the 3 Board members.

c) Greater Wakefield Resource Center Leases – In accordance with the Management Agreement, the Board of Selectmen approves all leases entered into by the GWRC for space in that building. **Ms. Twombly moved to approve the GWRC lease with the Gafney Library. Mr. Edwards seconded the motion, which passed 2-0.**

Ms. Twombly moved to approve the GWRC lease with Moose Mountain Regional Greenways/AWWA. Mr. Edwards seconded the motion, which passed 2-0.

5. Proposed Capital Reserve Expenditures

a) PSB II \$5,625 - This represents an initial payment to Ed Dolaher & Sons for framing at the public safety building. **Ms. Twombly moved to approve this expenditure as presented. Mr. Edwards seconded the motion, which passed 2-0.**

6. Correspondence – None forthcoming.

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

8. Administrative Matters

a) Town Administrator's Update

--The video cameras are up and operating at the Highway Garage. These cameras will capture activity at the sand pile, as well as other areas of the property.

--Ms. Williams read aloud a notice from the State of NH Division of Motor Vehicles regarding plans to change to a new state-wide computer program in February. This will result in an interruption of services from February 17 through February 21. During this time no vehicle registrations can be processed. It is anticipated all services will be back in service as of February 22. Those seeking updates and information may visit www.nh.gov/dmv.

b) Selectmen's Letter of Appreciation – No action taken.

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c) Treasurer's Monthly Reports – Reviewed and noted.

d) Petition and Pole License – The Board executed a petition and pole license as presented for Acton Ridge Road.

e) Building Permit Releases – None forthcoming.

f) Payment Manifests – Ms. Twombly moved to approve AP #3, a void in the amount of \$1250. Mr. Edwards seconded the motion, which passed 2-0.

Ms. Twombly moved to approve AP #4, in the amount of \$1250. Mr. Edwards seconded the motion, which passed 2-0.

Ms. Twombly moved to approve AP #2 in the amount of \$38,017.37. Mr. Edwards seconded the motion, which passed 2-0.

g) Minutes – Approval of the January 11, 2017, minutes will be tabled to the next meeting to allow for those who attended to vote.

Ms. Williams reminded all that Deliberative Sessions for both the School and the Town are scheduled for Saturday, February 4, 2017, beginning at 9 a.m. in the Opera House. The School's session will be first, with the Town's to follow at 10 a.m., or shortly thereafter. Also, the filing period for elected positions is now open, with the last day to sign up being February 3.

There being no further business, the meeting adjourned at 7:55 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Richard C. Edwards, Chairperson

Kenneth S. Paul

Connie Twombly