



SELECTMEN'S MEETING MINUTES

November 18, 2014

ATTENDANCE: Selectman Richard Zacher, Selectmen Brian Robischeau, Selectman William Nelson, Marilou Maclean, Ed Nason, Ed Comeau, Tom Hill, Rose Zacher, Craig Evans

The Pledge of Allegiance was led by Selectman Nelson.

Public Comments- None

REPORTS FROM TOWN OFFICIALS:

- **Cemetery Trustee-** Craig Evans stated he received the soil report from the Soil Scientist. The potential cemetery land on Lyford Road is acceptable but not ideal. Mr. Evans stated that now is the time to ask the soil scientist questions about the land and using it for the cemetery.
 - Selectmen Nelson suggested placing a notice in the tax bill envelope asking the residents if anyone has any land to donate for a cemetery in the case there is an 'ideal' piece of land. If there are no other offers, the Selectmen would like to invite the scientist to attend the December 16 th meeting to discuss the report and answer any questions.
 - Mr. Evans also stated that at the Veteran Day dinner, he was approached by a family who would like a veteran to be added to the Gulf War 'plaque' located in the Town House. Mr. Evans will forward the email to the Selectmen. There is currently no written procedure for this process.
- **Treasurer-** Currently, there is \$296,002.17 in the bank accounts. The GWRSD check for \$67,482 and the Town of Wakefield check will be mailed this week.
 - Mrs. Maclean stated money will continue to be tight, more than it has in the past. Therefore, she would like to create a reserve account for times like this. She suggested adding a contingency line to the budget for \$50,000 and placing \$25,000 to \$30,000 in a trust fund that the Selectmen have the authority to withdraw funds, if necessary. The Selectmen will discuss it at the next budget meeting.
- **Tax Collector-** The tax rate for 2014 has been set. Once she receives the warrant, the tax bills will be printed and mailed with a due date of 12/29/2014. The Selectmen discussed printing the newsletter in the office versus having them printed at Staples. In order to keep the cost down, they decided to print them in the office.

- A land use change tax warrant was presented to the Selectmen. After review, the Selectmen had questions on the warrant. Due to Assessor Clerk Jessica Robischeau not being at the meeting, they decided to hold from signing the warrant.
- Mrs. Peckham received a call from the former owner of two lots in Drew Farm asking for the back due tax amount for the lots in order to redeem them. She gave the Selectmen a copy. After review, there appeared to be a typo in the calculation so Mrs. Peckham will submit a copy to them.

Bills were reviewed and signed.

A budget meeting was held after this meeting. The proposed 2015 budget was reviewed.

Selectmen Nelson will schedule interviews for the Assessor Clerk position. They will be held on 12/2 starting at 6:30pm.

The Selectmen decided to change the December 23 meeting due to Christmas to December 16th.

The next Selectmen meeting will be held on December 9, 2014 at 6:30pm.

Meeting adjourned 8:30 pm.

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant