

**Board of Selectmen
March 13, 2024**

Present: Richard C. Edwards, Chair, Kenneth G. Fifield, Mark P. Duffy, Dino A. Scala, Town Administrator, and Priscilla Colbath, Acting Secretary

Others present: Denny Miller, Janet Miller, Jerry O'Connor, Bob Ouellette, Tom Daniel, Tammy Duffy and Thomas Martin

Mr. Edwards called the posted meeting to order at 6:00pm.

Mr. Edwards made a motion, seconded by Mr. Duffy, to enter non public session at 6:00 under RSA 91-A:3 11(a). Roll call: Edwards aye, Duffy aye, Fifield aye.

The Board returned to public session at 6:05. During non public session the Board authorized an increase to \$32.88 per hour for Wayne Robinson.

Mr. Duffy made a motion to enter non public session at 6:05 under RSA 91-A:3 11(a). Roll call: Edwards aye, Duffy aye, Fifield aye.

The Board returned to public session at 6:05. During non public session the Board authorized an increase to \$42.44 per hour for Mike Fenton.

Mr. Duffy made a motion to enter non public session at 6:05 under RSA 91-A:3 11(a). Roll call: Edwards aye, Duffy aye, Fifield aye.

The Board returned to public session at 6:09. During non public session the Board authorized an increase to \$35.50 per hour for Peter Gosselin.

Mr. Duffy made a motion to enter non public session at 6:09 under RSA 91-A:3 11(d). Roll call: Edwards aye, Duffy aye, Fifield aye.

The Board returned to public session at 6:15. During non public session the Board chose not to accept a parcel of land.

Mr. Duffy made a motion to enter non public session at 6:15 under RSA 91-A:3II (d). Roll call: Edwards aye, Duffy aye, Fifield aye.

The Board returned to public session at 6:45. During non public session the Board voted to accept a parcel of land.

Mr. Edwards called for a recess calling the meeting back to order at 7:00. Mr. Edwards led those present in the Pledge of Allegiance.

Mr. Edward began the meeting by reading the following:

Before we begin tonight, on behalf of the Wakefield Board of Selectmen, I would like to take some time to recognize the passing of a true pillar of our community for these past many years. Howie Knight was truly a selfless individual that not only gave back to the town, his time, energy and knowledge but most of all his humor. With his well-known laugh and smile he could lighten the mood of any meeting he was attending or any Pub he was enjoying an occasional beer at.

With his absence he will be greatly missed to the many boards he was a member of, and although we have a heavy heart with his passing, he leaves us all with so many great memories and his Howie stories full of fun and laughter.

Please join me in a brief moment of silence for Mr. Howie Knight, he will be truly missed.

Mr. Duffy said he and Howie go back a very long way. He went on to acknowledge the amount of work and time Howie put into this town expecting nothing in return. He felt it was in his best interest to pay Howie and he wrote a personal check in the amount of \$1,000 in memory of Howie Knight for the Wakefield Food Pantry. Denny Miller accepted the check saying as a member of the Board he appreciates this. We're all going to miss him. He was my best friend. He thanked Mr. Duffy for his generosity.

Appointments

Peter Kasprzyk- Sanbornville Water Precinct.

Mr. Kasprzyk was not present so he was put at the end of the agenda

Unscheduled Matters

Mr. Scala took Mr. Martin into the hallway to have a conversation to give him an update on a previous matter. Mr. Edwards called for a recess at 7:04. Mr. Edwards called the meeting back to order at 7:09.

Road Name Change

Mr. Edwards said we have a road name change from Anglin Road to Eagles Way because it did not register on GPS or 911. This change is for safety and emergency reasons. No public hearing is necessary. The selectmen are authorized to make this change under RSA 231:133. Mr. Scala read the following from the RSA: The governing body may change the name of a private street or highway when the name change is necessary to conform to the requirements of the enhanced 911 telecommunications system.

Mr. Duffy made a motion, seconded by Mr. Fifield to change the road name from Anglin Road to Eagles Way. (Vote 3-0)

HVAC Proposal

The Board discussed the four bids for HVAC services. All were pretty equal in final costs. Mr. Edwards felt if we are happy with who we have we shouldn't go with a different company. Mr. Scala said he would like to build a relationship with a company instead of changing every year. Mr. Duffy felt they could probably save with the current company. They don't charge us a trip charge.

Mr. Duffy made a motion, seconded by Mr. Fifield to stay with Palmer Sicard. (Vote 3-0)

Posting Roads

Mr. Edwards said he has had some discussions with the DPW and he feels that the roads can be unposted tomorrow. He feels the Board should have a meeting with the DPW and Chief of Police around the first week of March next year to have a discussion and make a decision whether roads should be posted considering the effects of winter had on the roads. He said the dirt roads will remain posted.

Mr. Duffy made a motion, seconded by Mr. Fifield, to un-post the tar roads as of tomorrow and to meet two weeks prior to posting next year with the DPW and Chief of Police to collectively make the decision whether to post roads based on the winter. (Vote 3-0)

Mr. Edwards said the state will be removing their road posted signs soon.

Mr. Duffy asked Mr. Scala to look into who is in charge of monitoring and deciding when to put the boards back into the dams at the lakes.

New Business

Election Update

Mr. Scala said that the operating budget passed as well as all the articles that they placed on the warrant. They passed with very large margins. There were 850 voters this year and last year there were 1,200 voters so we had a lower turnout this year. He went on to say that Mark Duffy received 685 votes as Selectmen. Coreen Brooks received 195 votes as a write-in candidate for Tax Collector. She will begin her duties on Monday. Doug Stewart received 663 votes for Planning Board. Laurel Morrill, Town Treasurer received 700 votes. The three-year Budget Committee members are Tom Daniels with 491 votes, Scott Gaudet with 502 votes and Christopher McKay with 356 votes. Connie Twombly won the two-year Budget Committee seat with 426 votes. The one-year Budget Committee seat was won by Lino Avellani with 394 votes.

Trustee of the Trust Fund was won by Tom Daniels with 524 votes. Rachael Vachon was elected as the Cemetery Trustee with 685 votes. Rosemary Stewart received 665 votes for Assessor. The two petition Warrant Articles, Article 17 the new pavilion at the ball fields will be named 'The Pavilion' and create a Hero's Wall will be developed passed with 661 votes. And Article 18, which was advisory to combine the Town Clerk and Tax Collector positions did not pass with 465 votes. Mr. Scala said trimming the warrant article from 33 to 18 and all the people who contributed to the budget and getting the information out. They were very happy with the results and would like to thank all those involved. Mr. Duffy said they would like to thank all the volunteers as well. Mr. Edwards said there are some new ladies but the ones that have been there forever have it down pat.

Public Comment

Mr. Ouellette said he believes Howie Knight should be on the Heros Wall. Others agreed as he has been part of the Rec Department. Mr. Ouellette also asked if all the people who won on Tuesday know they can get sworn in on Monday. Mrs. Ward reaches out to them. Mr. Scala said he wants to have a Decorum Forum to discuss how a meeting is conducted for the new people as well as those now serving. Mr. Daniels asked about an open house for the new DPW building. He was told there is one in the works. They just wanted to make sure they had everything buttoned up. He asked if the town was eligible for any of the money now that they officially declared Carroll County a disaster area for the July rain storm. Mr. Duffy said that Conway was hit hard during that storm. Mr. Scala said the one we lost the bridge was in April and it was denied by FEMA and appealed by the state. Mr. O'Connor asked if the New Hampshire Municipal Association seminars still available. Mr. Scala said he believes they are for all positions. Mr. O'Connor said he'd get the details and then will reach out to the Budget Committee and let them know that's available. He also asked if the DPW open house could be on a Saturday. They will talk to Mr. Mitchell and get a date.

Administrative Matters

Town Administrator's Update

Mr. Scala said with the passing of Howie, Denny would like to finish out his term as a Trustee of the Trust Funds. RSA 669:73 allows the selectmen to appoint a new trustee.

Mr. Duffy made a motion, seconded by Mr. Fifield, to appoint Mr. Miller as a Trustee of the Trust Funds. (Vote 3-0)

Mr. Scala had the first quarter ambulance write-offs. The amount does not include three hardship cases that just came and didn't make the list. We have had no response; no social security number and three letters have been sent to each one. They date back to October of 2021. The amount is \$12,714.66. Mr. Scala said the numbers that we have to write-off are getting better. Mr. Duffy said the revenues they receive offset the budget.

Mr. Duffy made a motion, seconded by Mr. Fifield, to write-off the \$12,741.66 for unpaid ambulance services. (Vote 3-0)

Mr. Duffy made a motion, seconded by Mr. Fifield, to send to Experian the amount of \$4,976.01 for collection, for unpaid ambulance services. (Vote 3-0)

Mr. Scala asked Mr. Edwards to sign an agreement with auditors Vachon Clukay. They have finished the audit and everything looks great. The money that fell to the bottom was less than usual because of the default budget. We have now crept back to roughly 2.1 million in the Undesignated Fund Balance.

Building Permit Releases

Tax Collectors Report

The Board received the Tax Collectors Report for February 2024.

Payment Manifests

Mr. Duffy made a motion, seconded by Mr. Fifield, to approve a Payment Manifest for \$1,133,988.93 . (Vote 3-0)

Mr. Duffy made a motion, seconded by Mr. Fifield, to approve a Treasurers Warrant for \$101,464.94. (Vote 3-0)

Mr. Duffy made a motion, seconded by Mr. Fifield, to approve a Treasurers Warrant for \$0. (Vote 3-0)

Mr. Duffy made a motion, seconded by Mr. Fifield, to approve a negative Treasurers Warrant for (-43,825). (Vote 3-0)

Board Minutes February 28, 2024

Mr. Fifield made a motion, seconded by Mr. Edwards, to approve the public minutes of February 28, 2024. (Vote 2-0-1)

Mr. Fifield made a motion, seconded by Mr. Edwards, to approve the non public minutes #1, #2, #3, #4, of February 28, 2024. (Vote 2-0-1)

Selectmen's Work Session

Mr. Duffy said Mr. Fogg had called him about the concert he was proposing. He wanted to come to the Board to ask for money for chairs. They have money slated for the roof and he feels the Board wants to get that done. He said some of the chairs are in pretty rough shape. Mr. Fogg also mentioned the balcony and said he had the Fire Department approve the use of the balcony. The Board has not let anyone use the balcony for a long time and Mr. Duffy doesn't feel it's safe. The railing is not safe to be by even if it's roped off. He recommends that they do not allow the balcony to be used. Mr. Edwards agrees and Mr. Fifield said historically we haven't been using the balcony for safety reasons. He said maybe we should develop a plan and find out what we'd need to do to allow people to use the balcony. By consensus the Board agreed not to allow the balcony to be used.

The Board had a conversation about road taring and Mr. Edwards said the plants don't open until May. He believes Mr. Mitchell already has a plan. Mr. Scala said they are in negotiation with the school about a payment schedule. If we agree to their terms we will be paying more monthly and the ladies in the finance department are concerned if we do that plus the capital reserves which may be used before we get tax payments. It could be really tight. Mr. Mitchell will be doing the shoulders that have been damaged by rain storms. Hopefully Mr. Mitchell will be at the next Selectmen's meeting by appointment to update the Board on roads and the salt barn. Mr. Edwards said we are behind on road maintenance because of Covid and the default budget.

Mr. Duffy made a motion, seconded by Mr. Fifield, to adjourn the meeting at 7:45. (Vote 3-0)

Respectfully submitted for approval at the next Board of Selectmen meeting,

Priscilla Colbath
Acting Secretary


Richard C. Edwards, Chair


Mark P. Duffy

Kenneth G. Fifield