

**Board of Selectmen
April 10, 2024**

Present: Richard C. Edwards, Chair; Mark P. Duffy; Kenneth G. Fifield; Dino A. Scala, Town Administrator; and Toni Bodah, Secretary.

Mr. Edwards called the posted meeting to order at 6:03 p.m. **Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 3-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:07 p.m. During the immediately preceding Non Public Session, the Board authorized an increase for Dino Scala to Step 3, \$88,029.77/year. **Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 3-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:37 p.m. During the immediately preceding Non Public Session, the Board authorized a wage adjustment for Alyssa Hall as Parks & Rec Director to Step 5, \$59,280.73/year. **Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 3-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:45 p.m. During the immediately preceding Non Public Session, the Board authorized an increase to \$8.84/hour for the 3 Supervisors of the Checklist. **Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’; Mr. Edwards – ‘aye’. The motion passed 3-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:52 p.m. During the immediately preceding Non Public Session, the Board confirmed that the total number of years of service should be used in calculating longevity pay, even if that time of service was interrupted. At this point, Mr. Edwards called for a recess, calling the session back to order at 7:02 p.m.

Those now present included Peter Kasprzyk, Sanbornville Water Precinct; Wayne Robinson; Alyssa Hall and Caleb Kinville. Mr. Edwards led all in the Pledge of Allegiance.

BOARD ORGANIZATION – The Board reviewed the current list of liaison assignments. It was agreed that Mr. Edwards will take on the position of Planning Board Alternate, while Mr. Duffy will assume the position of Budget Committee Alternate. **Mr. Duffy moved to approve the Liaison Assignments as amended. Mr. Fifield seconded the motion, which passed 3-0.**

All were offered an opportunity to assume the position of Chair. **Mr. Fifield moved that Mr. Edwards remain as Chair and that Mr. Duffy remain as Vice Chair. Mr. Duffy seconded the motion, which passed 3-0.** The list of revised liaison assignments was read aloud by Mr. Scala for the public's information.

1. Appointments

a) Peter Kasprzyk, SWP – Mr. Kasprzyk advised that the SWP is utilizing the services of a construction crew out of Ossipee currently. However, both the Town and the State like their roads done a certain way. He suggested that the Town accomplish the paving after the SWP's construction work is complete, for which the SWP would pay. However, if the SWP pays the Town, the concern is that the funds would go into the General Fund rather than being applied against the DPW's expenditures. Mr. Kasprzyk suggested that the Town, in fact, may take over the water system in the future. He believes that the Town could establish a separate fund for the DPW, into which payment by the SWP would be deposited and from which the DPW could pay bills.

Mr. Edwards and Mr. Fifield agreed that this is a good concept. Mr. Fifield believes we may need to establish such a fund via Town vote. Conversation regarding how the Parks & Rec revolving fund works, and whether it was approved by the voters. Mr. Scala will obtain more information, and the conversation will be continued at a future meeting. Mr. Kasprzyk spoke to the improvements and savings realized as a result of the SWP's recent major project.

b) Alyssa Hall and Caleb Kinville – Welcome! Mr. Scala announced that Ms. Hall and Mr. Kinville will be taking over the reins when Mr. Robinson steps down as Parks & Rec Director in May. Mr. Robinson expressed complete confidence in their ability to handle the department. Mr. Fifield noted that Mr. Robinson has made sure that this transition will be smooth, and he is grateful to all involved.

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

3. Unfinished Business – None scheduled.

4. New Business

a) Purchase Order \$16,658 – This represents the cost to outfit the new Police vehicle. **Mr. Duffy moved to approve this purchase order. Mr. Fifield seconded the motion, which passed 3-0.**

b) Purchase Order \$17,650 – This represents the purchase (and delivery) of 2 40-yard roll-off containers for the Transfer Station. **Mr. Duffy moved to approve this purchase order. Mr. Fifield seconded the motion.** Mr. Scala noted we will no longer need to rent any containers. **The motion then passed 3-0.**

5. Proposed Capital Reserve Fund Expenditures

a) Police Vehicle CRF \$39,227.84 – **Mr. Duffy moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

6. Correspondence

a) Rob Hewins – Mr. Hewins has submitted his resignation as member of the Conservation Commission (which letter was read aloud by Mr. Edwards). Mr. Duffy has spoken with Mr. Hewins, who has agreed to accept an alternate position, which has been confirmed by the Conservation Commission. **Mr. Duffy moved to move Rob Hewins to an alternate position on the Conservation Commission. Mr. Fifield seconded the motion, which passed 3-0.**

Mr. Duffy added that Robert Dougherty, who had applied for the position of member or alternate, is willing to fill Mr. Hewins' term as member through March 2026. **Mr. Duffy moved to appoint Robert Dougherty as Member of the Conservation Commission for a term through March 2026. Mr. Fifield seconded the motion, which passed 3-0.**

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

8. Administrative Matters

a) Town Administrator's Update

--Thanks to all first responders and the DPW staff for keeping our roads and townspeople safe during the most recent winter storm. Does the Board want to consider use of the Emergency Management Fund for the clean-up? Mr. Edwards believes this was definitely an emergency that would qualify for use of those funds. Mr. Fifield referred to the approximately \$67,000 available (including the 2024 appropriation). He stressed that the Emergency Management Director should be provided reports from our various department heads regarding use of overtime, materials and equipment. This information would be needed should we decide to apply for FEMA funds. The total cost should come from the EM Director, and the Board could then determine whether to use Emergency Management Funds. Mr. Fifield stated we should not release funds until we have information from the EM Director, which he knows Mr. Scala has under control.

--As mentioned previously, we are purchasing additional roll-off containers for the Transfer Station, which will eventually pay for themselves.

--Dog owners: April 30 is coming! Please register your dogs with the Town Clerk [hours cited].

--Mr. Scala referred to the Face Book page for the Town's 250th Birthday. The celebration will officially kick-off on Pride Day, May 18.

--WPI was virtually inactive over the past year. Mr. Scala hopes to bring it back to life. According to its bylaws, a Selectboard member and the Town Administrator can be 2 of the 3 ex-officio directors. This is a private 501.c.3 organization. Some of WPI's goals include musical performances. Mr. Scala would like to reorganize the group and will find ways to solicit participation and volunteers. He will need a rep from the Selectboard.

b) Building Permit Releases – None forthcoming.

c) Various Board/Committee Membership Appointments

Mr. Duffy moved to re-appoint Todd Nason as Fire Chief. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Duffy moved to re-appoint Rhodes Haskell as Deputy Fire Chief. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Duffy moved to re-appoint 'Bo' Keating as member of the Parks & Rec Commission. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Duffy moved to re-appoint Greg Hall as member of the Parks & Rec Commission. Mr. Fifield seconded the motion, which passed 3-0.

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Mr. Duffy moved to re-appoint Nancy Bancroft as alternate to the Heritage Commission. Mr. Fifield seconded the motion, which passed 3-0.

d) Payment Manifests - Mr. Duffy moved to approve PR #8 in the amount of \$101,206.08. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Duffy moved to approve AP #10 in the amount of \$1,132,155.33. Mr. Fifield seconded the motion, which passed 3-0.

e) Minutes – Mr. Duffy moved to approve the minutes of March 13, 2024, as amended. Mr. Fifield seconded the motion, which passed 3-0. [Note: The amendment was to correct the new road name as 'Eagle Way'.]

Mr. Duffy moved to approve the minutes of March 27, 2024, as presented. Mr. Edwards seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

Mr. Duffy moved to approve the March 27, 2024, minutes of Non Public Session #'s 1,2,3,4,5,6 & 7, as presented. Mr. Edwards seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

f) Review of Previously Sealed NP Minutes – No action this evening.

g) Selectmen's Work Session

Mr. Duffy attended the meeting of the Conservation Commission. Moose Mountain Regional Greenways is seeking donations to purchase land that touches Brackett and Oak Hill Roads at a cost of approximately \$500,000. They have asked our Conservation Commission for a \$10,000 donation (which is available in their Fund 3). MMRG may also approach the Town of Wakefield directly. It is a reasonable project; however, Mr. Duffy would prefer that the associated parking lot not be located on Brackett Road. Discussed establishing a list of all properties which the Conservation Commission is to be monitoring. Mr. Fifield questioned whether MMRG allows motorized vehicles on their properties, other than snowmobiles. He referred to the need to transition from snowmobiles to 4-wheelers. This may be a point of discussion if we consider donating public funds. Mr. Duffy stressed this is just in the preliminary stages.

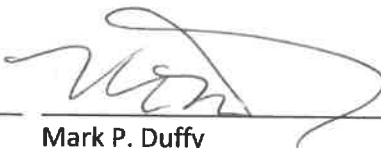
Mr. Duffy moved to adjourn at 7:55 p.m. Mr. Fifield seconded the motion, which passed 3-0.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:



Richard C. Edwards, Chair



Mark P. Duffy



Kenneth G. Fifield