

## **Board of Selectmen**

**June 10, 2020**

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

Mr. Duffy called the posted meeting to order at 6:30 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’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:35p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$20.46/hour for Jeanne Paul. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Duffy seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:40 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$18.48/hour for Barbara Schnurbush. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Duffy seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:50 p.m. During the immediately preceding Non Public Session, the Board voted to hire Peter Llewellyn as a part-time officer at the hourly rate of \$20 (full-time certified rate). **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Duffy seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 2-0, 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 was advised of the resignation of Evan Favorite as a part-time police officer. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Duffy seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:57 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$21.37/hour for Gary Sammarco. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Duffy seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 2-0, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:59 p.m. During the immediately preceding Non Public Session, the Board was advised that Bridget Passariello has accepted another position. Mr. Duffy recessed the meeting in order to move to the Opera House.

Mr. Duffy called the meeting back to order at 7:06 p.m. Those present at this time also included Ted Taylor (videographer); Jim Miller (Zoom Specialist); Sgt. Mike Fenton; and Connie Twombly. Mr. Duffy led all in the Pledge of Allegiance. He noted that Town Hall is now open, which is going well.

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He also gave a quick shout-out to the Road Crew, the Police Department and the Fire Department for addressing so quickly the effects of the recent microburst in the Canal Road area.

**1. Appointments** – None scheduled.

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

--Ms. Twombly noted that the pole on which the State flag is displayed (on the stage) needs an eagle. Mr. Scala will address that need.

**3. Unfinished Business** – None scheduled.

**4. New Business** – None scheduled.

### **5. Proposed Capital Reserve Fund Expenditures**

**a) Highway Road Projects \$243,734.72** – This represents work on Stoneham and Oak Hill Roads. Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

**b) Highway Truck \$22,000** – This represents purchase of a used pick-up truck. Mr. Fifield spoke to its specs and intended use. It will be set-up with a plow. Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0. This truck will be used locally by Brock Mitchell, Director of Public Works.

### **6. Correspondence**

**a) CAI** – CAI advises it will no longer provide Street Numbering and Dispatch Mapping Services after April 2021. Discussion followed regarding the departments to be affected by this elimination of service. Mr. Scala will discuss with Chief Ventura and Victor Vinagro.

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

### **8. Administrative Matters**

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

--Mr. Scala referred to the 'soft opening' of Town Hall on June 8. The number of members of the public is limited on each level. Each relevant department has a plexi screen, and employees are asked to wear masks. The conference room is used as a waiting area, if needed. There have been no issues so far. If one needs the services of the lower level offices, they are asked to call the specific department needed to be let in as they have no waiting area on that level.

--We will eventually need to discuss whether to continue with Zoom once meetings are moved back to the conference room.

--Ambulance Write-Offs: Mr. Scala is suggesting that \$20,398.71 be written off. Many of the individuals are deceased without estates; others have no social security numbers. In addition, he recommends that \$3091.75 be sent to Experian, having received no response after sending 3 letters. Mr. Scala advised that one payment plan has been established, and he is currently working on another. The consensus is that the hospitals are not obtaining sufficient information.

**Mr. Fifield moved to write off \$20,398.71 in ambulance bills and to send \$3091.75 to Experian, as recommended. Mr. Duffy seconded the motion, which passed 2-0.**

**b) Tax Collector's Monthly Comparison** – Provided for the Board's information. Reference was made to the total amount committed vs. what has been collected.

**c) Building Permit Releases** – None received.

**d) Minutes** – Mr. Fifield moved to approve the minutes of the May 27, 2020 public session as presented. Mr. Duffy seconded the motion, which passed 2-0.

**Mr. Fifield moved to approve the minutes of the May 27, 2020 Non Public Sessions #'s 1-5, as presented. Mr. Duffy seconded the motion, which passed 2-0.**

**e) Payment Manifests** – Mr. Fifield moved to approve PR #12 in the amount of \$109,163.66. Mr. Duffy seconded the motion, which passed 2-0.

**Mr. Fifield moved to approve AP #15 in the amount of \$808,705.29, as presented. Mr. Duffy seconded the motion, which passed 2-0.**

**Mr. Fifield moved to approve AP #16, a void in the amount of \$241.78, as presented. Mr. Duffy seconded the motion, which passed 2-0.**

**f) Selectmen's Work Session**

--Mr. Fifield referred to on-going construction at the Transfer Station, which is going well. The Highway Department has been working on Town roads, as well as a cemetery project. The paving projects are ahead of schedule. Mr. Fifield expressed pride in all Town employees. He believes we are getting over the hump of COVID-19, during which services continued to be provided. Mr. Fifield then referred to recent news about police departments across the country. He assured the public that Wakefield has a great Police Department.

--Mr. Duffy noted that outside dining is going well, and all are excited about opening up further on June 15.

--Mr. Scala re-emphasized the great efforts of Town personnel. We remained open when many towns did not. The Town Clerk is getting requests from all over the State for marriage licenses. Thanks also to Jim Miller for all his assistance with Zoom. Mr. Miller noted that Town services continued without missing a step—we just adjusted to the times. He noted that speaks to great leadership.

**Mr. Duffy moved to adjourn at 7:29 p.m. Mr. Fifield seconded the motion, which passed 2-0.**

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Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

  
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Mark P. Duffy, Chair

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Richard C. Edwards

  
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Kenneth G. Fifield