

**Board of Selectmen
October 8, 2020**

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

Department Heads/Committee Representatives were present as indicated below. The posted meeting was called to order at 4:40 p.m.

Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’. The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 5:03 p.m. During the immediately preceding Non Public Session, the Board voted to adopt a new 15-step wage chart.

Assessing – Cindy Bickford and Rosemary Stewart

When questioned about the legal line (01-41522-320), Ms. Bickford referred to the Town having been served by both Eversource and Fairpoint, both of whom are appealing denial of tax abatements. The potential impact of a successful suit is not known. The abatements were filed as a result of a change in utility valuation. Ms. Bickford advised that the Town picked up \$8 million in utility values as a result of hiring George Sansoucy. She added that numerous other towns have been served as well, with whom the Town of Wakefield is sharing legal costs. Ms. Bickford advised the Assessors budgeted for 2021 assuming activity will be back to normal. **Mr. Fifield moved the section total at \$138,781. Mr. Duffy seconded the motion, which passed 3-0.** Mr. Duffy questioned how recent property sales will affect our assessments. Ms. Bickford stated she will be starting the sales ratio report soon and expects our ratio to drop considerably.

Public Assistance – Amber Marcoux and Arlene Fogg

The Director salary line (01-44411-110) was adjusted to reflect a merit increase (new total \$18,944). **Mr. Fifield moved the revised section total at \$46,345. Mr. Duffy seconded the motion, which passed 3-0.**

Police Department – Chief John Ventura and Lt. Chris Waldron

Mr. Scala questioned the change in the Holiday line (01-42101-190) to include an administrative position. Chief Ventura indicated that would be for Scott Parsons and noted there had been a miscalculation of this line in 2020. He expects the line to be over-expended in 2020. The Full Time Salaries line (01-42101-100) was reduced to \$645,782 to reflect increases being awarded as of anniversary dates. The Clerical Wages line (01-42101-110) was reduced to \$109,240 for the same reason. Discussion followed regarding training expectations for 2021.

Mr. Scala referred to the low expenditures in the Equipment Maintenance line (01-42101-630). Chief Ventura expects that line to be over-expended as not all bills have yet been coded. He also expects to expend a significant amount from the Dept Supplies line (01-42101-680) for Tazer cartridges and AED electrodes.

The Gasoline line (01-42101-635) was reduced to \$17,000. The Cruiser Repairs/Maint line (01-42101-660) is over-expended.

Chief Ventura spoke to the possibility of having a Town maintenance employee for all Town vehicles. Discussion followed regarding the types of vehicles being used. **Mr. Fifield moved the new section total at \$980,594. Mr. Edwards seconded the motion, which passed 3-0.**

Emergency Management – Chief John Ventura and Lt. Chris Waldron

Mr. Fifield advised that it used to be the practice to appropriate \$2000 each year in the operating budget for this purpose; however, eventually a capital reserve fund was established, to which yearly contributions were made to accumulate to an agreed upon total. At that point, the yearly appropriation in the operating budget dropped to \$250. However, Chief Ventura, unaware of the capital reserve fund set up for this purpose, charged expenses (mostly COVID related) to the operating budget. It may be that we will be reimbursed for some/all of these expenses. It was agreed that any expenditures from the line (01-42901-820) for which we do NOT receive reimbursement by year end, could instead be charged to the capital reserve fund. **Mr. Edwards moved the section total t \$4500. Mr. Fifield seconded the motion, which passed 3-0.**

Public Safety Building – Chief John Ventura and Lt. Chris Waldron

Reference was made to the increase in the Sewer line (01-42992-413). **Mr. Edwards moved the section total at \$114,970. Mr. Fifield seconded the motion, which passed 3-0.**

Capital Outlay – Chief John Ventura and Lt. Chris Waldron

The Chief is only seeking \$6121 for 2021. Many grants have been significantly decreased. **Mr. Edwards moved the section total at \$6121. Mr. Fifield seconded the motion, which passed 3-0.**

Animal Control – Chief Ventura and Lt. Chris Waldron

Mr. Edwards moved the section total at \$25,888. Mr. Fifield seconded the motion, which passed 3-0.

A brief discussion was held regarding employment contracts. The Board confirmed that terms of any unfulfilled employment contracts will be enforced.

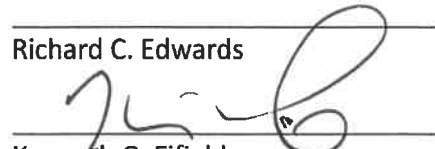
The Board will need to meet to consider warrant articles. The Budget Committee begins its review of the proposed municipal budget on October 29.

There being no further business, the meeting adjourned at 6:34 p.m.

Respectfully submitted,
Toni Bodah, Secretary
Approval of Minutes:


Mark P. Duffy, Chair

Richard C. Edwards


Kenneth G. Fifield