

**Board of Selectmen  
October 28, 2020**

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

Mr. Duffy called the posted meeting to order at 6:15 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 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:25 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$21.24/hour for Officer Evan Riedinger. **Mr. Edwards 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. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:35 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$22.28/hour for Officer Ed Correia. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘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 voted to reinstate George Stevens as a part-time patrol officer at the hourly rate of \$20. The meeting then recessed, being called back to order in the Opera House at 7:07 p.m. [Note: Session started late due to technical difficulties with Zoom.] Those now present included Jim Miller and Ted Taylor, videographers. Mr. Duffy led all in the Pledge of Allegiance.

**1. Appointments** – None scheduled.

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

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

**4. New Business**

**a) November Meeting Schedule** – The holidays in November coincided with the Board’s regular meeting schedule. Therefore, the Board decided to hold 1 meeting in November—on Wednesday, November 18. Another meeting can be scheduled if determined necessary.

**5. Proposed Capital Reserve Fund Expenditures**

**a) Highway Road Projects \$3578.63** – This represents payment for emulsion used on Stoneham, Ballards Ridge and Bonnyman Roads. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**b) Highway Road Projects \$3500** – this represents the cost to rent equipment for use on road projects. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**c) Transfer Station Facility \$13,000** – This represents the balance of scale concrete and site work. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

#### **6. Correspondence**

**a) GWRC Minutes** – Provided for the Board's information.

**b) Pat Chiasson** – Mr. Duffy referred to a lengthy letter from Ms. Chiasson regarding Bonnyman Road/Towle Farm Road history and issues. Ms. Chiasson hopes the Board will consider all issues with an open mind. Mr. Duffy stated his hope that all concerned will consider this issue in the best interest of the community and the lake. Mr. Edwards suggested holding a specific session with the residents of that area. He added that action should be in the best interest of the entire Town since the entire Town would fund the project. Mr. Duffy stated that Ms. Chiasson's letter is available should the public wish to review same. He stressed that if Bonnyman Road were to be eliminated, he would expect the roadway to disappear; otherwise, it would continue to harm the lake. Ultimately, issues with Bonnyman Road will need to be addressed.

At 7:17 p.m., Mr. Miller advised that Zoom was up and running. For the benefit of those watching via Zoom, Mr. Duffy recapped the Board's actions to this point. He advised we are currently discussing correspondence received regarding Bonnyman/Towle Farm Roads. Mr. Duffy hopes all concerned can work together in the best interest of all; however, he is not interested in a legal battle. Mr. Fifield agreed that a work session during which everyone is allowed sufficient time to make their points could be beneficial.

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

#### **8. Administrative Matters**

**a) Town Administrator's Update**

--The new roll-off truck is not in service and has already made 7 trips! It is currently being lettered.

--Mr. Scala presented 3 payment plans for the Board's signatures.

--Mr. Scala reminded the Board of 3 upcoming Budget Committee meetings to review the proposed municipal 2021 budget: Thursday, October 29 @ 6:30 p.m.; Saturday, October 31 @ 9 a.m.; and Wednesday, November 4 @ 6:30 p.m.

--The recent auction of tax acquired property was well-attended. 6 properties were sold in about 20 minutes, from which the Town will receive \$156,000. Those funds will go to the General Fund, and the properties will be back on the tax rolls.

--Through FEMA/GOFERR, Wakefield was allotted \$121,298. As of the 1<sup>st</sup> quarter, we had received \$8697; \$4347 for the 2<sup>nd</sup> quarter; and \$13,710 was received for the 3<sup>rd</sup> quarter, totaling \$26,755. We have now been advised we may receive reimbursement for certain payroll costs, and a request for \$94,541 is being made.

--The preliminary tax rate for 2020 has been set. The final tax rate is dependent upon how much (if any) the Board decides to utilize from the undesignated fund balance. Mr. Scala provided calculations listing various amounts to be used and the resultant tax rates.

In 2019, the Board used \$200,000 from the undesignated fund balance to offset the tax rate. The Board considered amounts ranging from \$50,000 to \$200,000. Mr. Duffy referred to the healthy return received from the School, the rate for which has decreased. The Board agreed by consensus to give \$200,000 back to the taxpayers (since it is their money anyway). DRA recommends the undesignated fund balance be kept between 5% - 17%. Use of \$200,000 would result in 11.09%, which is still healthy. Mr. Duffy announced that the 2020 tax rate is now set at \$12.38 per thousand.

--Reminder: The November 3 election will occur at the Paul School.

**b) Building Permit Releases** – Mr. Edwards moved to approve building permit releases for Horn Pond Realty Trust on Davis Road and B&M Builders on Village Valley Road, as presented. Mr. Fifield seconded the motion, which passed 3-0.

**c) Treasurer's Reports for September** – Provided for the Board's information.

**d) Payment Manifests** – Mr. Edwards moved to approve AP #26 in the amount of \$247,402.29. Mr. Fifield seconded the motion, which passed 3-0.

**e) Minutes** – Mr. Fifield moved to approve the minutes of October 14 (public and Non Public) and October 19, 2020, as presented. Mr. Duffy seconded the motion, which passed 2-0-1 (Mr. Edwards abstaining).

Mr. Scala presented a Limited Power of Attorney in order for Richard Sager to represent the Town of Wakefield at various closings for the recent sale of tax acquired property. **Mr. Duffy moved to execute the Limited Power of Attorney as presented. Mr. Edwards seconded the motion, which passed 3-0.**

**f) Selectmen's Work Session**

--Mr. Edwards advised he met again with the Acton Board of Selectmen regarding the bridge on Canal Road. He provided that Board with a packet of building information. Mr. Edwards believes the Acton Board likes the proposal; however, he was unable to get a commitment from them to move forward. Their Town Meeting is held in June, and he doubts they can do anything prior to that time. Mr. Edwards stressed that we need to move forward quickly in order to avoid anticipated increases in the cost of materials. An attempt will be made to obtain the results of Acton's Road Committee meeting. Mr. Edwards stated the cost per Town would be \$110,000, which includes a cushion. Mr. Duffy noted we have been discussing this project in some form for 10 years, with the original cost of the project being around \$1 million. Perhaps Acton could have a special meeting or consider use of their own undesignated fund balance. The bridge certainly presents safety issues. Mr. Edwards is looking for a way that we can make this happen now, as the cost of materials has already increased.

--Mr. Fifield advised that a gun safety course will occur (at the PSB or Town Hall) during the week prior to Thanksgiving. This will involve social distancing.

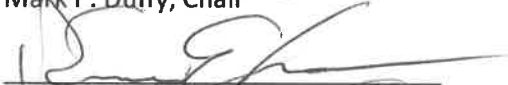
**Mr. Edwards moved to adjourn at 7:41 p.m. Mr. Fifield seconded the motion, which passed 3-0.**

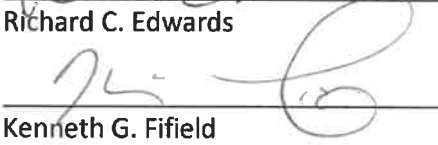
**Board of Selectmen**  
**October 28, 2020**  
**Page 4**

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

  
\_\_\_\_\_  
Mark P. Duffy, Chair

  
\_\_\_\_\_  
Richard C. Edwards

  
\_\_\_\_\_  
Kenneth G. Fifield