

**Board of Selectmen  
May 26, 2021**

**Present:** Mark P. Duffy, Chair; Richard C. Edwards; Kenneth G. Fifield (joined the session in progress); Dino A. Scala, Town Administrator; and Toni Bodah, Secretary.

Mr. Duffy called the posted meeting to order at 6:03 p.m. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Duffy seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:05 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$20.30/hour for Alyssa Hall. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Duffy seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:06 p.m. During the immediately preceding Non Public Session, the Board voted to hire Joseph Brabant as a certified call FF/EMT at \$19.73/hour. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (c). Mr. Duffy seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:14 p.m. During the immediately preceding Non Public Session, the Board agreed by consensus not to waive any amount due to redeem tax acquired property at Map 58, Lot 39. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Duffy seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:22 p.m. During the immediately preceding Non Public Session, the Board voted to hire Nicole Brodeau as Assistant Town Clerk at the hourly rate of \$18.32. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (b). Mr. Duffy seconded the motion. Roll call vote: Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 2-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:29 p.m. During the immediately preceding Non Public Session, the Board voted to hire Gabriel Couture, Bryton Ward, Mia Taliaferro, Katherine Root and Kevin Casey as Camp Counselors and/or Beach Attendants at \$10/hour. **Mr. Fifield 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 6:43 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$23.76/hour for Officer Brandon Jendrock. **Mr. Fifield 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 6:51 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$23.50/hour for Scott Parsons. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (b). 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 6:54 p.m. During the immediately preceding Non Public Session, the Board voted to offer the position of Transfer Station Attendant to Gregory David Fetner at the hourly rate of \$16.61. **Mr. Fifield 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 6:59 p.m. No action was taken during the immediately preceding Non Public Session.

At this time, the Board moved to the conference room. Those present included Chief John Ventura; and Gene Parker, BLPOA. Peter Kasprzyk joined the session in progress. Those attending via Zoom included Jon Balanoff, AWWA Director; David Lajoie, Province Lake Assoc.; and Patty Philbrook, PRP Assoc. Mr. Duffy led all in the Pledge of Allegiance.

**1. Public Hearing re: Invasive Species Expendable Trust Fund Requests – Mr. Fifield moved to open the public hearing. Mr. Edwards seconded the motion, which passed 3-0.** Mr. Duffy asked for comments from those present. Mr. Parker expressed thanks for the Town’s assistance over the years. Mr. Lajoie also expressed gratitude for the Town’s support of their lake host program. Mr. Fifield questioned whether the requested appropriations are adequate. Mr. Parker stated that BLPOA could always use additional funds, but they understand there are a number of lakes seeking assistance. Mr. Lajoie advised they hope to expand the hours for their attendant, and additional funds would certainly allow that to occur; however, they are managing. Mr. Balanoff is representing 4 lake associations and will ask whether additional funding in the future would be helpful. He noted there were more people on the lakes last year. Ms. Philbrook also expressed gratitude and agreed there has been an increase in the number of boats on the lake. Last year 999 boats were inspected.

Mr. Duffy reviewed the requests submitted: Balch Lake Improvement Assn - \$7500; Belleau Lake Property Owners’ Assn - \$10,000; Great East Lake - \$4375; Lovell Lake - \$3875; Pine River Pond - \$2500; and Province Lake \$3375. \$31,625 was appropriated in the 2021 budget. **Mr. Fifield moved to approve funds as requested. Mr. Duffy seconded the motion, which passed 3-0.**

Mr. Fifield asked whether the quality is remaining the same on the lakes. Mr. Lajoie stated it is on Province Lake, where they also have issues with phosphorus. Mr. Duffy noted that most of the lakes remain in good shape. Ms. Philbrook noted that surveys indicate that Pine River Pond has native milfoil, which they will try to control. AWWA is currently compiling information from their watershed survey in order to develop a comprehensive plan for the future. She added that phosphorus in Pine River Pond is coming from land erosion.

Mr. Kasprzyk questioned why we would want to defeat native milfoil and noted that higher water temperatures help promote growth of algae. Ms. Philbrook stressed that the milfoil is native to NH, but not native to PRP. DES permits them to attempt to control it, since it could choke out a lake. She added that PRP is monitoring lake temperatures every 2 weeks, as well as sampling the brooks. They will be increasing their monitoring efforts, and Ms. Philbrook agreed that PRP is definitely warmer. Mr. Balanoff clarified that the funding requested this evening for Pine River Pond is only for their lake host program. None of these funds would be used to address native milfoil. **Mr. Duffy moved to close the public hearing at 7:14 p.m. Mr. Fifield seconded the motion, which passed 3-0.**

## **2. Appointments**

**a) Chief John Ventura re: Parking Regulations** – Chief Ventura stated he had been asked to draft a parking ordinance to address trailers being parked along Meadow Street, and he submitted a draft model. He will include a section on definitions. This document will be comprehensive and will not be limited to trailer parking. Mr. Edwards questioned whether it will include time limits for vehicle parking. Chief Ventura stated that would require more enforcement. He will do a walk-through of the area with Brock Mitchell. Mr. Edwards believes that street parking (in town) should be for quick access to the businesses located along Meadow Street. More discussion will occur at a future meeting. Mr. Kasprzyk asked whether anyone has approached the area churches regarding the possibility of renting out some parking spots. Mr. Duffy has no knowledge of this having occurred.

## **3. Unscheduled Matters/Public Comment #1** – None forthcoming.

## **4. Unfinished Business**

**a) Perambulation** – Mr. Scala has communicated with the Ossipee Town Administrator regarding addressing that line in June or July. He will determine several possible dates in an attempt to have as much participation as possible.

## **5. New Business**

**a) Culvert at Town Farm, Pine River Pond Road** – Mr. Duffy referred to Mr. Kasprzyk having spoken with him regarding issues with his driveway at Town Farm on Pine River Pond Road. He noted that the catch basin owned by the State was designed so that water does not rush down to it. Mr. Kasprzyk believes that a rigid culvert would impede the flow of water. Mr. Duffy stated that Town Counsel has advised against the Town doing work on private property. Apparently, Brock Mitchell has a suggestion that would not include installation of a culvert. Mr. Edwards stressed that the State does not want the Town to adversely affect their culvert.

Mr. Kasprzyk stated that at the time of construction, the Town's (prior) Road Agent advised him how to build the driveway, which advice he followed. The driveway has washed out and been replaced twice. The Road Agent made an adjustment, which has worked. However, Pine River Pond Road now has an extremely high crown. His customers scrape the bottom of their vehicles. He wants the Town to accept liability.

Mr. Fifield stated that he originally had been convinced that a culvert was needed; however, he has since visited the site with Brock Mitchell (DPW Director). The water does come quickly off the crown at the top of the hill, traveling down to the catch basin.

Mr. Mitchell reviewed the process of culvert installation, at an estimated cost of \$35-40,000, and which would cause problems with our relationship with the State regarding their catch basin. Mr. Mitchell suggests cutting a portion of the tar, regrading the entrance to the property, resulting in a longer, more gradual approach. There would still be a swale, but the hump would be removed. Work would start within the Town's right-of-way, with some grading to occur on Mr. Kasprzyk's property. Mr. Kasprzyk noted that vehicles should be able to enter/exit safely without scraping. He does not necessarily even want a culvert, as he does not want to clean it, but he was told that is what was needed.

Mr. Edwards still has concerns regarding working on private property; however, he will arrange a meeting between Mr. Kasprzyk and Mr. Mitchell (after the holiday weekend).

**b) Payment Plan Map 126, Lot 10** – The owner of the referenced property has met all his obligations outlined in the payment plan with the Town. According to the plan, the Board agreed to waive \$599.34 should all terms of the plan be met. **Mr. Fifield moved to waive \$599.34 for Map 126, Lot 10, as agreed to in the relevant payment plan. Mr. Edwards seconded the motion, which passed 3-0.** Mr. Scala stressed that the property owner adhered to the terms of the payment plan to the letter.

**6. Proposed Capital Reserve Fund Expenditures** – None forthcoming.

**7. Correspondence**

**a) Clearview Community TV Quarterly Report** – Provided for the Board's information.

**b) Eagle Scout Ceremony** – The Board executed a Certificate for Dylan Burpee commemorating his attainment of the rank of Eagle Scout. Both Mr. Edwards and Mr. Duffy may attend the June 12 ceremony.

**c) John Norton Resignation** – Mr. Norton has submitted his resignation from the Transfer Station, effective 5/27/21. **Mr. Edwards moved to accept the resignation of John Norton. Mr. Fifield seconded the motion, which passed 3-0.**

**d) Lion's Club Shred-a-Thon** – Mr. Scala advised this will occur on September 11, from 9a – 1p. The Club is asking to utilize either the Transfer Station or the Public Safety Building for this (outside) event. The Board agreed by consensus that the left side of the Public Safety Building would be preferable. Mr. Scala will confer with Chief Ventura.

**e) DAR** – Mr. Scala advised the DAR that the Selectmen denied their request to install a sign near the 'Welcome to Wakefield' sign. DAR has asked for reconsideration. Although several of their members live in Wakefield, the organization is too small to have a separate chapter in Wakefield. The sign would be moved year-to-year to other towns in similar circumstances. Mr. Edwards does not believe we need more signs in town, especially given their being no local chapter. Mr. Fifield has been approached by a local church to put their sign at the same location. Mr. Edwards noted that if we allow one organization to do so, we must allow them all. Mr. Duffy suggested checking into our sign ordinance. The Board confirmed its decision to deny DAR's request. It was noted that organizations with existing signs actually maintain the 'Welcome' signs near their signs.

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

**9. Administrative Matters**

**a) Town Administrator's Update**

--Covid 19 Update: Caution tape has been removed and mask signs have been revised at Town Hall. We continue to distance as appropriate.

--Front Entrance Lighting: Mr. Scala shared a photo of the light to be installed through the Pride of Wakefield Volunteers. They will attempt to limit its ability to 'swing'.

--Mr. Gore has advised that 15 Transfer Station stickers were sold for 1 property. It is assumed that the property owner likely rents out his property and hands these out to his renters. Weekly stickers cost \$20 (and should be issued for rental properties). Mr. Gore suggests reducing the price of the weekly stickers so that property owners will follow these guidelines. Mr. Edwards noted that these 15 stickers could now be shared with anybody. Perhaps the rental properties should have their own stickers. There should be a limit as to how many stickers could be purchased per property. Mr. Duffy stated that the owner of the rental property should be responsible for removing the trash. All agreed there should definitely be a limit as to how many stickers can be purchased for each property. Mr. Edwards suggested that a different colored temporary sticker be issued. Mr. Scala will discuss with Mr. Mitchell; however, 15 stickers should not have been issued.

--American Rescue Plan Act: NH's portion of the more than \$19 billion to be distributed will be \$112,208,773, of which Wakefield will receive approximately \$505,000. More details will be forthcoming as available. Mr. Scala attended a seminar earlier today regarding distribution of funds, use of which includes for drinking water and wastewater. He hopes to earmark funds for replacement of the pump stations. We will not need to spend these funds until 2026. Discussed water and sewer lines. Mr. Duffy suggested we consider hiring a grant writer.

--Junkyard Compliance: Mr. Vinagro reports an increase in junkyard complaints, with 4 complaints being filed in 1 week. Wakefield relies on the State's RSA, which states that 2 or more unregistered vehicles is a violation. Mr. Scala suggests a work session, to include Brock Mitchell and the Planning Board Chair, to develop tighter rules, which should consider hazardous waste, tires, garbage cans, clutter (all of which could create an impervious surface). Mr. Edwards referred to the ordinance in Hershey PA, which is strictly enforced. Left uncontrolled, the result could include devaluation of property, especially when in view of the street. Mr. Duffy noted that NHMA is a good source of information in this regard. Mr. Scala believes we are still registering known junkyards. Discussion included clutter vs. unregistered vehicles. It takes much time to bring properties into compliance. Mr. Duffy stated that if a property owner does not comply, then the town should clean up and lien the property. Mr. Scala stated the Town ordinance needs more teeth.

**b) Building Permit Releases** – Mr. Edwards moved to approve the building permit release for Franceschini on River Road. Mr. Fifield seconded the motion, which passed 3-0.

**c) Health Officer and Deputy Health Officer Appointment** – Mr. Edwards moved to execute the form appointing Victor Vinagro as Health Officer and Peter Gosselin as Deputy Health Officer. Mr. Fifield seconded the motion, which passed 3-0.

**d) Payment Manifests** – Mr. Fifield moved to approve PR #11 in the amount of \$98,087.94. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Edwards moved to approve AP #14 in the amount of \$126,545.86. Mr. Fifield seconded the motion, which passed 3-0.

**e) Minutes** – Mr. Edwards moved to approve the minutes of the May 5, 2021, public session as presented. Mr. Duffy seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

Mr. Edwards moved to approve the minutes of the May 5, 2021, non public session #'s 1-6, as presented. Mr. Duffy seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

**f) Selectmen's Work Session**

--Mr. Duffy advised that the Heritage Commission has resumed monthly meetings on the 1<sup>st</sup> Wednesday of each month. They are hoping that the Town owns a post-hole digger [which it does not own] in order to assist in replacement of the chain link fence near Turntable Park. They are having some difficulty obtaining necessary materials.

--Mr. Edwards noted that Mr. Bean is seeking confirmation that the Town will pay for the bridge (for Canal Road) even if the project fails to go forward. YES! Mr. Scala will provide. Mr. Edwards will confirm timing of the project. It is not intended to disturb the bridge; rather only the pavement area where the posts will be installed will be ground.

--Mr. Edwards suggested that a Letter of Appreciation be sent to Tom Dube. All agreed!

--Mr. Duffy stated that he does not post on any Facebook pages as he does not wish to engage in the conversation. This has nothing to do with any individual Facebook pages. Mr. Edwards noted that Priscilla Colbath controls her page pretty well. Mr. Duffy stated (to Ms. Colbath) that he has nothing bad to say about her Facebook pages, but he chooses not to post on same. He expressed thanks to her for what she does, which is of value to the community.

Mr. Edwards moved to adjourn at 8:39 p.m. Mr. Fifield seconded the motion, which passed 3-0.

Respectfully submitted,

Toni Bodah, Secretary

Approval of Minutes:

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

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

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