

**Board of Selectmen**

**July 28, 2021**

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

Mr. Duffy called the posted meeting to order at 6:05 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 6:15 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$29.04/hour for Victor Vinagro. **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 unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:20 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$19.36/hour for Larissa Mulkern. **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 unanimously, 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 authorize an increase to \$21.68/hour for Gary Sammarco. **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 unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:24 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$26.37/hour for Michael Soucy. **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 unanimously, 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 \$28.75/hour for Toni Bodah [Thanks, Gentlemen!--tb]. **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 unanimously, and the Board immediately entered Non Public Session.**

The Board returned to public session at 6:31 p.m. During the immediately preceding Non Public Session, the Board voted to adopt wage lines for the positions of Assistant Transfer Station Manager and DPW/TS Floater. Mr. Duffy called for a recess at this time, calling the meeting back to order at 7p.m. Those now present included Brian Shipley; Buddy Dee; and Sue Jackman. Mr. Duffy led all in the Pledge of Allegiance.

**1. Appointments**

**a) Brian Shipley and Buddy Dee** – Mr. Shipley presented a photo of the crosswalk in front of the Wakefield Congregational Church. The crosswalk is in need of maintenance. He is willing to purchase special paint and address the issue. He is also willing to purchase special tape used for this purpose. Mr. Fifield referred to the process involved to have the crosswalk approved. Mr. Dee noted that the pre-school that operates out of the Church will be re-opening soon. Mr. Edwards communicated with Brock Mitchell, who will contact Kaz's Fine Lines later in the week. Mr. Shipley advised Mr. Edwards that the flashing signs are working well; however, some branches need to be trimmed.

Mr. Shipley then referred to the Old Town Hall in the Historic District, which is leased from the Town by the Parish Helpers. One section of the building is settling and needs repair. Discussion as to whether the Heritage Commission would need to be involved. Mr. Shipley advised he has spoken with both Pam Wiggins and Rick Poore. He also suggested that a 16x16 pad be constructed under the beam beside the big rock, jack up the building and see what moves. In order to pay for this work, Mr. Shipley suggested the Town apply for an LChip grant. Mr. Edwards does not believe the cost would necessitate applying for a grant. Noting that Rick Poore has experience in this type of work, Mr. Duffy suggested that Mr. Shipley and Mr. Dee attend that next meeting of the Heritage Commission (August 4), since the building is in the Historic District. The Commission also has funds for preservation of the Town's historical buildings. Mr. Fifield would like to see an experienced person inspect the problem and determine what needs to be done. Mr. Duffy read from the lease, which states the Lessee is responsible for painting and minor repairs, as well as notification to the Heritage Commission in advance of any repairs. Major repairs are the responsibility of the Heritage Commission and general fund.

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

--Sue Jackman, President of the Balch Lake Improvement Assn, expressed thanks to the Board for continuing to fund their efforts to protect Balch Lake. No herbicides were recommended for this year, although they are still running their dive team.

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

**4. New Business**

**a) Sewer Warrant** – Mr. Edwards moved to approve the first Sewer Warrant for 2021 in the amount of \$30,968.43. Mr. Fifield seconded the motion, which passed 3-0.

**b) Facility Use Agreement** – The Heritage Commission is asking the Board to waive the \$200 fee associated with use of Town facilities for a group hoping to use the Spinney Meeting House. Mr. Edwards moved to waive the \$200 fee for use of the Spinney Meeting House, as requested by the Heritage Commission. Mr. Fifield seconded the motion, which passed 3-0.

**c) Redemption of Tax Acquired Property Map 171, Lot 14** – The former owner has redeemed this property in full. Mr. Fifield moved to execute the deed to the former owner of Map 171, Lot 14. Mr. Edwards seconded the motion, which passed 3-0.

**5. Proposed Capital Reserve Expenditures**

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**a) Highway Road Projects CRF \$3490** – This represents the work done by Pipe Connections on Brackett Road. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**b) Highway Road Projects CRF \$500** – This represents the down payment to White Mtn Survey for Bonnyman Road. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**c) Highway Road Projects CRF \$4900** – This represents the cost for Northeast Arbor to remove trees on Brackett Road (and the road looks great!). **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**d) Invasive Species ETF \$3875** – This is the amount approved for the Lovell Lake Assoc for their lake host program. **Mr. Edwards moved to approved this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**6. Correspondence**

--Mr. Duffy received correspondence regarding Bonnyman Road. This information will be provided to the Surveyor as requested.

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

**8. Administrative Matters**

**a) Town Administrator's Update** (read by Ms. Bodah in Mr. Scala's absence):

--Canal Road Bridge will be complete within the next couple days and we cannot be more pleased with the work and results of this project. High praise goes to Mr. Bean and his team, and we will consider him for future bridge work.

--Perambulation: September 14 is the day scheduled to perambulate the Wakefield/Ossipee line. At least 2 of our Board members need to attend.

--Craig Rowley, overseer of the Lovell Lake Host program has agreed to have their hosts hand out flyers regarding the parking area for trucks/trailers. The new ordinance goes into effect August 1. Priscilla Colbath has agreed to place this notice on her webpage. It has been posted on the Town's website, as well as the PD's Facebook page.

--The traffic study for the intersection of Route 16/Gage Hill Road includes an application for a road safety audit by the DOT. We will complete and submit.

--Ambulance Write-Offs: Mr. Edwards has discussed this issue with Chief Nason and Captain Beveridge. Both have agreed to approach the hospital to determine what can be done as a team in order that the Town can obtain all necessary information. **Mr. Edwards moved to write off \$5776.21 in ambulance bills as recommended. Mr. Fifield seconded the motion, which passed 3-0.**

**Mr. Edwards moved to send \$137.94 in outstanding bills to Experian, as recommended. Mr. Fifield seconded the motion, which passed 3-0.**

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--The Board executed the new Parking Ordinance.

--The Board executed a letter of appreciation to Michael Bean. The bridge should be open by Friday at the latest. Mr. Bean has replaced (at his own expense) the old rickety launch sign. In addition, after researching the canal, he has had a sign made identifying some of that history, also at his own expense. Mr. Edwards stated that it has been incredible to watch the entire project. No rock or pebble fell from the stone bridge during the entire process. Thanks also goes to the Department of Public Works, who provided much assistance during this project. The final cost will be approximately \$115,000, which is a huge savings to the Town.

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

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

**d) Payment Manifests – Mr. Fifield moved to approve PR #17 in the amount of \$91,588.53. Mr. Edwards seconded the motion, which passed 3-0**

**Mr. Fifield moved to approve AP #19 in the amount of \$125,064.31. Mr. Edwards seconded the motion, which passed 3-0.**

**e) Minutes – Mr. Edwards moved to approve all public and non public minutes of July 14, 2021, as presented. Mr. Fifield seconded the motion, which passed 3-0.**

**f) Selectmen's Work Session**

Mr. Edwards is working on new signs for the Wakefield Fire Department and the Wakefield Police Department, to be mounted on the Public Safety building. The designs are complete and he is working on costs. Mr. Edwards is willing to handle the installation. In addition, the front of the building needs to be washed, which he may do in appreciation for Chief Ventura finding funds for the purchase of the signs.

Mr. Fifield is working on some policy issues for Public Safety.

Mr. Duffy spoke with Chair Pam Wiggin regarding their Fund 4. Some of those funds are obligated for specific use; however, funds are available for maintenance of historic Town buildings. Mr. Fifield does not want a quick fix on a Town building.

Mr. Duffy spoke with Brock Mitchell regarding the need to review the Transfer Station ordinance. He cited an incident whereby a company left extremely large timber at the facility, which material was not originally located in Wakefield. Mr. Edwards directed Mr. Mitchell to contact the company to remove the material.

**Mr. Edwards moved to adjourn at 8:01 p.m. Mr. Fifield seconded the motion, which passed 3-0.**


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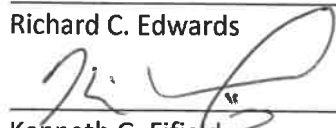
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Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

  
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Mark P. Duffy, Chair

Richard C. Edwards

  
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Kenneth G. Fifield