

Board of Selectmen
August 11, 2021 DRAFT

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 6:27 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 6:30 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$24.70/hour for Officer Matthew Martino. **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 6:48 p.m. During the immediately preceding Non Public Session, the Board voted to authorize an increase to \$83,232.40/year for Brock Mitchell. **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 7:02 p.m. During the immediately preceding Non Public Session, the Board voted that Peter Gosselin would become a fulltime employee as of August 23, 2021. At this point Mr. Duffy led all in the Pledge of Allegiance, with no public present.

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment #1 – None forthcoming.

3. Unfinished Business – None scheduled.

4. New Business

a) Septic Hauler Application – Mike McKenna Septic has applied to be an authorized hauler into the Wakefield facility. He has provided his State Septage Hauler Permit, as well as the \$25 access fee. He has been provided with relevant regulations. **Mr. Fifield moved to approve the application for Mike McKenna Septic as presented. Mr. Duffy seconded the motion, which passed 2-0.**

b) PSB Generator Bids – Chief Ventura had requested proposals for replacement of the generator at the Public Safety Building. Mr. Duffy opened the four proposals received as follows: Generator Connections @ \$38,400; Dame Electric @ \$39,200; CDS Unlimited @ \$48,955; and Forest Truck & Auto (received after posted deadline) @ \$38,000. These bids will be given to Chief Ventura for his recommendation. The existing generator is 21 years old, with only 1 service issue, other than regular maintenance. Mr. Fifield wondered whether Mr. Mitchell might have knowledge of the various generators being proposed.

5. Proposed Capital Reserve Fund Expenditures

a) Highway Road Projects CRF \$4500 – This represents the cost to remove and prune trees on Brackett Road. **Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.**

b) Highway Road Projects CRF \$3000 – This represents the cost to purchase a 3000 pound hammer and grease gun. **Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.**

c) Bridge Construction CRF \$2560 – This represents the cost of sculpted walls for the new bridge on Canal Road. **Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.**

d) Wastewater Treatment CRF \$3200 – This represents the cost of construction of a 24x10' addition at the facility. **Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.**

e) Invasive Species ETF \$7500 – This represents the amount allotted to Balch Lake Improvement Assoc. **Mr. Fifield moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.**

6. Correspondence

a) Lovell Lake Assoc – LLA thanks the Board for the contribution to its lake host program. Mr. Scala noted that the issue of a pontoon boat parked at the Town's launch has been addressed, the boat now being parked off the shore. In addition, hand-outs have been printed advising boaters of the new parking regulations and will be distributed by the lake hosts once signs have been put in place. Chief Ventura's staff has been putting warnings on windshields. Mr. Scala also referred to the cost to dispose of the downed tree at the East Wakefield School. The Town has paid for this service; however, it will be reimbursed by the Heritage Commission.

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

8. Administrative Matters

a) Town Administrator's Update

--The Canal Road bridge project is complete, other than a final topcoat—within budget and on time!
--The process to receive ARPA funds is nearly complete. Barbara Schnurbush has been working hard to make us ready to receive these funds, which involves updating SAM information. The Town is expected to receive \$505,000 over a 2-year period.
--Ambulance Billing/Write-offs: Mr. Scala shared a comparison of amounts billed/collected/written off for the years 2017 through 2021 YTD. The Town is recouping 70-75% of billed costs. Chief Nason and Captain Beveridge spoke with Mr. Edwards and will work to establish a process to obtain more/accurate information from the hospital. Another company, through COMSTAR, offers a third option to pay online. Mr. Scala advised Mr. Fifield that he is not aware of anyone donating to the Town to cover ambulance bills for those who cannot afford it.

--We have received our first (of 4) Highway Block grant payments--\$39,938 out of a total of \$133,129 for the 2021/2022 cycle. These funds should be used for highway projects.

--The local Rochester Youth Football team is seeking permission to conduct a tag day in town on October 2 & 3. OK with the Board. However, they should contact the Transfer Station as to where to locate there.

--NHMMA is having a seminar in Portsmouth. The total cost is around \$700; however, Mr. Scala is applying for a \$400 scholarship. The Board supports this effort, as well as Mr. Scala's attendance.

b) Treasurer's Reports for June – Provided for the Board's information.

c) Tax Collector's Month/Year Comparison – Provided for the Board's information.

d) Building Permit Releases – Mr. Fifield moved to approve building permit releases for McSorley on Wyman Point Road, Patenaude on Silver Hill Drive, and Gesner on Doe Lane, as presented. Mr. Duffy seconded the motion, which passed 2-0.

e) Payment Manifests – Mr. Fifield moved to approve AP #21, a void in the amount of \$2974.16. Mr. Duffy seconded the motion, which passed 2-0.

Mr. Fifield moved to approve PR #18 in the amount of \$100,761.93. Mr. Duffy seconded the motion, which passed 2-0.

Mr. Fifield moved to approve AP #20 in the amount of \$986,240.52. Mr. Duffy seconded the motion, which passed 2-0.

f) Minutes – Mr. Fifield moved to approve the minutes of July 28, 2021, public and non-public, as presented. Mr. Duffy seconded the motion, which passed 2-0.

g) Selectmen's Work Session

Mr. Fifield advised he will be meeting with Mr. Scala to prepare for the 2022 budget. We hope to keep it tight, however, there have been some cost increases. They will be meeting with department heads to keep them up to date. Also, Mr. Fifield would still like to do a 'drive around' with Mr. Scala to view several lake spots (beaches, launches, etc.)

Mr. Duffy attended the recent Heritage Commission meeting, where discussion included historical buildings. The Commission understands they are financially responsible for the tree removal at the East Wakefield School. They also discussed the Old Town Hall. The Commission is concerned that costs to repair this building, according to the lease, is to be covered by either the Commission or Town funds. That building has always been a Town building; it was never owned by anyone else. Mr. Duffy is in favor of preservation; however, we should not expect the taxpayers to be responsible for upkeep. He requested that Mr. Scala check information for the Spinney Meeting House and the Grange to determine any stipulations to the Town's ownership.

Mr. Duffy noted that the Board must return to Non Public Session, following which they will adjourn. **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 entered Non Public Session at 7:52 p.m.**

The Board returned to public session at 8p.m. During the immediately preceding Non Public Session, the Board authorized Sgt. Michael Fenton to carry over -4 hours into January 2022. **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 entered Non Public Session.**

The Board returned to public session at 8:15 p.m. **Mr. Duffy moved to seal indefinitely the minutes of the immediately preceding Non Public Session. Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Duffy – ‘aye’. The motion passed 2-0, and the minutes were sealed.**

Mr. Fifield moved to adjourn. Mr. Duffy seconded the motion, which passed 2-0.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Mark P. Duffy, Chair

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Richard C. Edwards

Kenneth G. Fifield