

**Board of Selectmen
October 14, 2021**

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 s indicated below. Mr. Duffy called the posted meeting to order at 5 p.m.

General Government – Heritage Commission – Pam Wiggin & Phil Twombley – The Board will apply a 3% COLA to the Clerical line (01-41913-110). Ms. Wiggin reviewed all lines. The heating oil line (01-41913-411) relates to the railroad station only. This space is normally heated during the winter to allow the railroad club members access to the restroom. Ms. Wiggin advised the Commission has decided to close the building for the winter and rent a port-a-potty. The Board advised against a port-a-potty and instead the club members will utilize the restroom at the Greater Wakefield Resource Center.

Ms. Wiggin referenced the Historic Site Renovation line (01-41913-820), which was increased by \$3000 for a powder coated fence for Turntable Park. They will also need granite or steel posts for the fence. This line was increased to \$6100. **Mr. Fifield moved the new section total at \$17,119. Mr. Duffy seconded the motion, which passed 3-0.** Discussed a possibly tour of historic building on Pride Day. Mr. Fifield is willing to drive the Parks & Rec bus if his schedule allows.

General Government – Cemeteries – Phil Twombley, Jackie Keating and Aaron Nason – Mr. Twombley noted they had requested level funding for 2022; however, they would like to increase the Misc Expense line (01-41951-810) from \$200 to \$1200. Some of the cremation lot markers are encroaching on other lots at the Lovell Lake Cemetery. They would like to purchase corner markers and rebar to address this situation. **Mr. Fifield moved the revised section total at \$35,510. Mr. Edwards seconded the motion, which passed 3-0.** There followed a brief discussion regarding the Adopt-A-Cemetery program. Mr. Twombley stated Wakefield has 124 known burial grounds, 40 of which are maintained by the Town.

Public Safety- Building/Code – Dino Scala – Mr. Vinagro is unable to be present this evening. Mr. Scala referred to a \$25,000 increase in this budget, most of which is attributable to the 3 wage lines. With respect to the legal line (01-42401-320), Mr. Vinagro believes \$5000 will be sufficient. Mr. Fifield questioned the \$1080 requested for telephone reimbursement (01-42401-820) compared to the explanation listed. It was noted that Mr. Vinagro suggests that the Code Assistant receive the monthly reimbursement in addition to the Code Officer and Building Inspector. The explanation will be updated. **Mr. Fifield moved the section total at \$180,313. Mr. Duffy seconded the motion, which passed 3-0.**

General Government – Land Use – Dino Scala – Again, Mr. Vinagro is unable to attend. Mr. Scala noted the slight increase in the clerical line (01-41911-110). **Mr. Fifield moved the section total at \$13,622. Mr. Edwards seconded the motion, which passed 3-0.**

Community Services – Conservation Commission – Relf Fogg – It was noted that this session is occurring earlier than originally intended. Mr. Fogg attempted to contact Alternate Rob Hewins about the earlier time slot without success. Mr. Fifield explained that the clerical line (01-46111-120) will be adjusted by a 3% COLA, as will all wage lines. the Educational Resources line (01-46111-670) was increased for 2022 to \$299 to allow the Commission to hand out manuals and trees on Pride Day. It is

hoped that the Campership Program (01-46111-810) will have more success in 2022. **Mr. Fifield moved the section total at \$5,500. Mr. Edwards seconded the motion, which passed 3-0.**

Mr. Fogg made reference to his recent request for an investigation. Mr. Scala advised that the investigation has been concluded. It was decided that information will be distributed to Conservation Commission members. It was noted that all Board/Committee members must act in a professional manner. Following distribution of this material, it may be necessary for a number of individuals to meet with Mr. Scala.

Mr. Fifield questioned whether the Town has a standard complaint form and was advised it does.


Mr. Edwards moved to adjourn at 6:30 p.m. Mr. Duffy 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