

**Board of Selectmen
November 10, 2021**

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 6:30 p.m. **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 unanimously, 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 authorized the hiring of Joseph Brabant as a full-time FF/EMT at the hourly rate of \$20.35. **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 unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:40 p.m. During the immediately preceding Non Public Session, the Board authorized the hiring of Joseph Brabant as a call FF/EMT at the hourly rate of \$19.73. Mr. Duffy then called for a recess until 7 p.m. at which time he led those present in the Pledge of Allegiance. Those present included Joe Gore, Transfer Station Manager; with Marc Taliaferro and Sgt. Trevor Cherry joining in progress.

1. Appointments

a) Joe Gore, Transfer Station Manager, re: Recycling – Mr. Gore noted that our ordinance states that recycling is mandatory. He added that many people have stopped recycling, and you can hear evidence of that in some of the trash bags. Mr. Gore stated that not only does the Town lose revenue from recyclables, but also it must pay to haul off the material. Several ways to address this issue were noted, including randomly inspecting bags one day each week, more signage and education, recycling pamphlets to be distributed with issuance of stickers, use of a large electric sign referencing the requirement to recycle. Mr. Gore added that they are also having an issue with contractors’ bags being used to hide construction debris, air conditioners, etc. Mr. Edwards wonders whether an employee could stand by each bin. Mr. Gore noted there is not sufficient staff for that to occur. One employee works the scale, one is often on the road, the other rotates between bailing, crushing, etc.

Mr. Edwards questioned what would happen if a bag were opened and cans/bottles were found. What would be the penalty? He questioned whether we are losing thousands of dollars. Mr. Gore doesn’t care about a few cans or bottles. His concern is that they often hear full bags of bottles or cans. Mr. Fifield stated we should remind the public that recycling is mandatory. Discussion followed regarding contractors’ bags masking contents, as well as the size of the opening through which bags must pass. Mr. Gore advised they are averaging 250 tons/month and it continues to increase. It might help if leases for rental properties list recyclable items. Mr. Duffy suggested the use of cameras and determination of a suitable penalty. Mr. Gore suggested the ordinance should have more ‘teeth’. Mr. Duffy noted that we don’t want to encourage dumping trash on the side of the roads. Mr. Edwards stated that education, signage and brochures are a good start, as long as the signs are professionally done. Mr. Gore is hoping to get NRRA into the school.

Discussed the possibility of an electric sign. The Board was in agreement that additional education and signage is the place to start. Mr. Fifield added that if staff actually catches someone putting recyclables in the wrong bin, confrontation should be avoided and the Police called if necessary. He stated this is actually an act of theft.

In response to Mr. Edwards, Mr. Gore advised they have issued 12 contractors' permits. Since there are more than 12 contractors in town, we likely have not issued as many as we should have. All contractors should purchase the proper permit. Mr. Gore will try to keep a better eye on that. He noted that contractors are allowed in early, which Mr. Edwards stated is the purpose of the contractor permit. Mr. Duffy reiterated that the first step is additional signage—visuals are good. Mr. Edwards suggested that Mr. Gore continue to investigate use/cost of an electric sign. Mr. Scala advised that the Board will be looking at fees/costs and may put revisions in front of the people for a vote if appropriate.

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

3. Unfinished Business – None forthcoming.

4. New Business

a) Town Report Printing – 2 quotes were received for printing of the 2021 Annual Town Report: RC Brayshaw in the amount of \$988; Minuteman Press in the amount of \$1481.23. **Mr. Edwards moved to accept the quote of RC Brayshaw in the amount of \$988. Mr. Fifield seconded the motion, which passed 3-0.**

b) Cell Phone Stipends – Mr. Edwards referred to budgeting for cell phone stipends for 3 staff members in the Code/Building Department. **Mr. Edwards moved to authorize payment of these stipends, effective immediately, to Victor Vinagro, Peter Gosselin and Larissa Mulkern. Mr. Fifield seconded the motion, which passed 3-0.**

5. Proposed Capital Reserve Fund Expenditures

a) Landfill Closure CRF \$5807.95 – This represents the cost of required groundwater monitoring. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

b) Ambulance CRF \$21,159.56 – This represents partial payment for cardiac defibrillators. **Mr. Fifield moved to approve this expenditure as presented. Mr. Edwards seconded the motion, which passed 3-0.**

c) Cardiac Monitors CRF \$61,900 – This represents the remainder owed for cardiac defibrillators. **Mr. Fifield moved to approve this expenditure as presented. Mr. Edwards seconded the motion, which passed 3-0.**

Mr. Duffy suggested reminding Department Heads to consider encumbrances for consideration in December.

6. Correspondence

a) Code Department – A great letter was received from a member of the public regarding services provided by Victor Vinagro and his staff. Kudos!

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

8. Administrative Matters

a) Town Administrator's Update

--COVID Update: Wakefield's cases were at 15, but have risen to 23 as of this morning. Mr. Scala advised that this virus has caused the closure of the lower-level offices. If the public needs those services, the staff on the main floor will do what they can. We hope to have the Code office partially up and running by Friday afternoon. Thank you for your patience!

--The tax rate has been approved by DRA at \$12.34, which is down for the second year in a row.

--Budget Committee meetings are complete, until we are ready to review warrant articles.

--The survey work on Bonnyman Road is complete. We are now waiting for the final document.

--DPW has completed work on Brackett Road. They will now move on to Access Road, to be followed by completion of grading and prepping for winter.

--The Heritage Commission invites all to their annual Tour de Chooch, to be held on November 27 from 9a – 4p. There will be many sights to entertain.

--Flexible Spending Accounts: The IRS will now allow our employees to contribute up to \$2850 per year into their FSA accounts. Currently, Wakefield employees have a limit of \$2500. In addition, the allowable carry-over amount has been increased from \$550 to \$570. **Mr. Duffy moved to increase the yearly FSA contribution limit to \$2850. Mr. Edwards seconded the motion, which passed 3-0.**

Mr. Edwards moved to increase the carry-over amount to \$570. Mr. Duffy seconded the motion, which passed 3-0.

b) Building Permit Releases – None received.

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

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

e) Payment Manifests – Mr. Edwards moved to approve AP #30 in the amount of \$970,261.21. Mr. Fifield seconded the motion, which passed 3-0.

f) Minutes – Mr. Fifield moved to approve the public and non-public minutes of October 21, 2021, as well as the public minutes of October 27, 2021, as presented. Mr. Edwards seconded the motion, which passed 3-0.

g) Selectmen's Work Session

--Mr. Fifield stated that the Town's portion of the Budget Committee meetings went well, and referred to having had some good discussions.

--Mr. Edwards would like to look further into trailer parking beyond the Public Safety Building, to involve determining the cost of delineation of wetlands by a wetlands scientist. It might be in the Town's interest to accommodate better parking for boat trailers. He anticipates the cost will be several hundred dollars, rather than several thousand. Mr. Duffy would highly encourage this process, adding it is a fairly tricky area. Mr. Edwards is hopeful that we will be able to get about 12' for additional parking. The Board members agreed that Mr. Edwards should pursue this action.

At this point, the next scheduled meeting of this Board is on December 8, 2021. Happy Thanksgiving to All!

Mr. Edwards moved to adjourn at 7:40 p.m. Mr. Fifield seconded the motion, which passed 3-0.

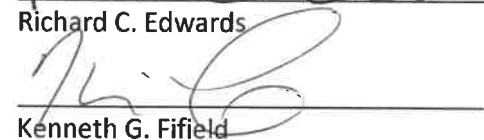
Respectfully submitted,
Toni Bodah, Secretary



Mark P. Duffy, Chair



Richard C. Edwards



Kenneth G. Fifield