

**Board of Selectmen
September 8, 2021**

Present: Mark P. Duffy, Chair; Richard C. Edwards; Kenneth G. Fifield (via phone for Non Public Session #'s 1 & 2); Dino A. Scala, Town Administrator; and Toni Bodah, Secretary.

Mr. Duffy called the posted meeting to order at 6:15 p.m. **Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (c). Mr. Edwards seconded the motion. Roll call vote: Mr. Edwards – 'aye'; Mr. Duffy – 'aye'. The motion passed 2-0. The motion passed 2-0, 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 considered the process to conduct a requested investigation of allegations. **Mr. Edwards 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. 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 6:45 p.m. **Mr. Edwards moved to seal the minutes of the immediately preceding Non Public Session indefinitely. Mr. Duffy seconded the motion. Roll call vote: Mr. Fifield – 'aye'; Mr. Edwards – 'aye'; Mr. Duffy – 'aye'. The motion passed 3-0, and the minutes were sealed. Mr. Fifield left the session at this time.**

Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (d). 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 7 p.m. No action was taken during the immediately preceding Non Public Session. At this time those present included Police Chief John Ventura; Jim Miller; Marc Taliaferro; and Sgt. Trevor Cherry. Mr. Duffy led all in the Pledge of Allegiance.

1. Public Hearing re: RSA 31:95-b – Mr. Edwards moved to open the public hearing at 7:03 p.m. Mr. Duffy seconded the motion, which passed 2-0. Mr. Scala stated that the Town has received \$267,482.05 via the American Rescue Plan Act (ARPA), which represents half of what we anticipate receiving. The second payment is due prior to June 30, 2022. It is required under RSA 31:95-b that we conduct this public hearing in order to accept these funds. He noted there are specific allowable uses for these funds, and it will be up to the Board of Selectmen to determine how these funds are to be used following established criteria. These funds must be spent by 2026. Mr. Edwards noted that the Board has discussed using these funds to address upgrading of the existing pump station for the wastewater system. Mr. Scala shared the scope of work from Apex Construction, which will be used to develop a plan and costs for this project. Mr. Edwards believes addressing these pump stations should be a priority.

Mr. Miller has researched allowable uses for ARPA funds. He would like the Board to consider spending some of these funds to expand broadband access. This would involve communicating with Spectrum to identify those areas of Town that are not yet built-out and to establish a cost to complete the build-out. Local students could greatly benefit from this action. Given the lack of available childcare, perhaps it would allow parents to work from home.

Mr. Duffy understands; however, he has an issue with paying Spectrum to accomplish something that they should already have accomplished. Perhaps Spectrum could obtain government funds for this purpose. Mr. Edwards is willing to consider this use; however, he stressed the importance of addressing the wastewater system. Perhaps the cost of build-out would be low since most areas of Town have coverage. Mr. Scala believes there may be other revenue streams for broadband build-out. He has reached out to Spectrum several times without success. He will keep Mr. Miller involved for the next cycle of contract negotiations with Spectrum. Mr. Scala will contact Spectrum regarding the cost to complete the build-out. Mr. Miller noted that not one republican congressman voted for the ARPA program. Mr. Duffy will keep the public hearing open for the duration of this meeting.

2. Appointments – None scheduled.

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

4. Unfinished Business

a) Public Safety Generator Bids – Chief Ventura referred to having received several bids, one of which was received after the posted deadline. Chief Ventura is comfortable with the bid from Dame Electric at \$39,800. While not the lowest bid, it was in the middle of the pack. Chief Ventura is applying for a 50/50 grant for this project, which requires submittal of one proposal. He used the Dame proposal for this application. If awarded, the Town would pay for the project and be reimbursed for 50%. He questioned where this would be appropriated in the 2022 budget. Mr. Duffy suggested that it be included under Capital Outlay.

5. New Business

a) Request for Refund of Vehicle Registration Fee – Mr. Scala explained that a ‘100% totally and permanently disabled’ veteran may obtain one free vehicle registration. Unfortunately, the veteran in question did not have the appropriate paperwork with him when registering his vehicle, but he did provide same after the fact. Does the Board wish to refund the Town’s portion of the vehicle registration (\$611)? **Mr. Edwards moved to refund the \$611 registration fee to the veteran in question. Mr. Duffy seconded the motion, which passed 2-0.**

b) Highway Safety Grant \$3400 – Chief Ventura is applying for similar grants as received in previous years. **Mr. Edwards moved to approve the Highway Safety Grant application for \$3400 as presented, and to authorize the Chair to execute same on behalf of the Board. Mr. Duffy seconded the motion, which passed 2-0.**

c) Audit Final Representation Letter – Mr. Scala advised that this letter is required for release of our 2020 audit. Mr. Duffy executed the letter as presented.

6. Proposed Capital Reserve Fund Expenditures

a) Bridge CRF \$6131.31 - This represents the cost for asphalt for the bridge on Canal Road. It was noted that the Town of Acton plans to repave the Wakefield side when they address the Acton side. **Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.**

b) Highway Road Projects CRF \$5175 – This represents the cost to rent an excavator. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

c) Highway Road Projects CRF \$5271.79 – This is the cost of crushed stone for Brackett Road. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

d) Highway Road Projects CRF \$2529.54 – This is the cost of MORE crushed stone for Brackett Road. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

e) Invasive Species ETF \$4375 – These are the funds allocated for Great East Lake Improvement Assoc. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

f) Invasive Species ETF \$10,000 – These are funds allocated to the Belleau Lake Property Owners Assoc. Mr. Edwards noted that the public has no public access on some of these lakes that are supported with public funds. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

g) Wastewater CRF \$280.97 – This represents the cost for doors and knobs for the new building at the facility. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

h) Wastewater CRF \$989.93 – This represents the cost of building materials for the new building at the facility. Mr. Edwards moved to approve this expenditure as presented. Mr. Duffy seconded the motion, which passed 2-0.

7. Correspondence

a) Town of Barnstead – The Town expresses appreciation for assistance provided by the Wakefield Highway Crew one Saturday afternoon when Barnstead experienced major flooding. This is a type of mutual aid.

8. Unscheduled Matters/Public Comment #2

--Mr. Edwards noted that many people recently received a survey from Chuck Robbins. He agrees that our lakes are our diamonds. However, the survey actually asks for support of additional government. We have a shoreland officer, as well as a fulltime building inspector. Mr. Robbins is asking for more. Mr. Edwards believes the current department is in good hands and can handle anything coming up. He has no problem with Mr. Robbins asking for this; however, he wants the public to know the Town of Wakefield already has this, and that Mr. Robbins is asking for more. Mr. Edwards does not support more government. Mr. Duffy agrees and has discussed this with Mr. Robbins. He stressed that the State fell short of enforcing their regulations, which has fallen to the towns. Mr. Edwards added that the Town is working to save lakes right now.

9. Administrative Matters

a) Town Administrator's Update

--Covid 19: Carroll County has 37 cases currently, with 20 of those in Wakefield. At one point, Wakefield was listed as having 27 cases. No new policies have been enacted; however, Mr. Scala continues to monitor the numbers with Chief Ventura.

--Perambulation: This Board will meet with the Ossipee Board on September 14, at 9 a.m. Mr. Edwards noted it will require use of a compass, or some phone app. The Board members will meet near the first marker on Old Farms Road.

--Mr. Miller and Mr. Duffy discussed how to utilize the Bluetooth projector.

--ARPA Funds: Discussed previously.

--Bonnyman Road: Jim Rines of White Mtn Survey has advised they will begin data gathering next week, with field work to begin late September/early October. Mr. Duffy stressed the need for concerned citizens to allow the surveyors to do their job.

--Budget 2022: Mr. Scala distributed a tentative schedule for the Board to meet with Department Heads. The first meeting is scheduled for September 29.

--Fuel Prices 2021/2022: Mr. Scala advised that the cost of both #2 fuel and propane has risen. We have locked in at \$2.45 and \$1.65, respectively.

--Boston Post Cane: Our previous holder of the cane has moved and the Board will recognize Joe Willet as the new holder of the cane. It was agreed that we will try to make a presentation to Mr. Willet on October 2.

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

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

d) Building Permit Releases – Mr. Edwards moved to approve the building permit release for Gauthier on Hall Terrace. Mr. Duffy seconded the motion, which passed 2-0.

e) Payment Manifests – Mr. Edwards moved to approve AP #24, a void in the amount of \$2169.25. Mr. Duffy seconded the motion, which passed 2-0.

Mr. Edwards moved to approve PR #21 in the amount of \$96,161.99. Mr. Duffy seconded the motion, which passed 2-0.

Mr. Edwards moved to approve AP #23 in the amount of \$1,057,443.60. Mr. Duffy seconded the motion, which passed 2-0.

f) Minutes – All minutes were tabled until the appropriate combination of attendees are present.

g) Selectmen's Work Session

--Mr. Duffy attended a recent meeting of the Heritage Commission. They will include \$3000 in the Historic Site Renovation line for work on the fence in Turntable Park.

They saw low attendance at Heritage Day. They decided to close the railroad station soon, as well as other buildings, until Spring 2022. The Board had previously approved use by a specific group, minus the rental fee, of the Spinney Meeting House. **Mr. Duffy moved to extend the waiver of the rental fee for another year. Mr. Edwards seconded the motion, which passed 2-0.** The renovations to the Cobbler House must be done in accordance with the appropriate time period. The only individual capable is very busy so this project will take a while. Mr. Scala is still trying to connect with CivicPlus regarding use of the website calendar by the Heritage Commission clerk in order to make various postings.

While mowing the lawn at the railroad station recently, a rock went through a window. This has been repaired; however, the insurance company wants the Town to sign off a 'hold harmless' agreement. Perhaps it is best that the Commission signs this agreement as the Town is not actually involved. And lastly, the Commission will not get involved with the new sign at the bridge on Canal Road, which is actually located on the Maine side.

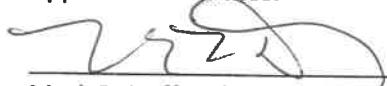
--Mr. Edwards stated that Brackett Road is nearing completion. They hope to have it paved by the end of the month. The Lower Level is running great and is very busy. Mr. Duffy asked for the balance in the Bridge CRF, as he wonders whether we have sufficient funds to address the culvert on Witchtrot Road this year. Mr. Bean has provided an estimate. Mr. Scala will discuss moving forward on this project with Brock Mitchell. Perhaps the bridge in Union could be addressed thereafter. Mr. Scala suggested that the Union bridge could be included in a bond. Mr. Mitchell texted Mr. Edwards to state that the Bridge CRF is about \$60,000 short to address the Witchtrot bridge this year. Department Heads should be reminded to encumber funds for 2022 as appropriate.

1. Public Hearing (return) – Mr. Edwards would like to look at other projects; however, wastewater must be addressed. **Mr. Duffy moved to close the public hearing under 31:95-b at 8:20 p.m. Mr. Edwards seconded the motion, which passed 2-0.**

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

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:



Mark P. Duffy, Chair



Richard C. Edwards

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Kenneth G. Fifield