

**Board of Selectmen  
May 25, 2022**

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

Mr. Edwards called the posted meeting to order at 6:16 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’; Mr. Edwards – ‘aye’.** The motion passed 3-0, 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 authorized an increase to \$25/hour for Scott Parsons. **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’; Mr. Edwards – ‘aye’.** The motion passed 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:23 p.m. During the immediately preceding Non Public Session, the Board accepted an evaluation for Sgt. Brandon Jendrock. **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’; Mr. Edwards – ‘aye’.** The motion passed 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:34 p.m. During the immediately preceding Non Public Session, the Board authorized an increase to \$23.50/hour for Officer David Landry. **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’; Mr. Edwards – ‘aye’.** The motion passed 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:39 p.m. During the immediately preceding Non Public Session, the Board authorized an increase to \$23.51/hour for Dalton Huestis. **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’; Mr. Edwards – ‘aye’.** The motion passed 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:41 p.m. During the immediately preceding Non Public Session, the Board authorized an increase to \$23.51/hour for Joey Burkett. Mr. Edwards called for a recess. The meeting reconvened at 7:01 p.m. Those present at this time included Jon Balanoff, AWWA; Jon Samuelson; Kerry Vachon; Ed Suleski; and Paul Romano. Mr. Edwards led all in the Pledge of Allegiance.

**1. Public Hearing re: Invasive Species Expendable Trust Fund** – Mr. Edwards opened the public hearing to consider requests for appropriations from this fund as follows: Balch Lake Improvement \$7500; Belleau Lake Property Owners \$10,000; Great East Lake \$4875; Lovell Lake \$4650; Pine River Pond \$3000; and Province Lake \$4375. The total requested is \$34,400, which is the amount appropriated in the 2022 municipal budget. Mr. Balanoff, Executive Director of AWWA, is representing the 4 lakes seeking funding for the lake host programs, totaling \$16,900. These are preventative measures to assist in keeping those lakes free of milfoil, etc. The increased requests will allow for additional coverage at boat launches.

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Balch and Belleau Lakes have sought funding for actual treatment, rather than for lake host programs. Mr. Scala noted that when milfoil was found in Belleau and Balch Lakes, immediate action was necessary. The lake host program came later. Mr. Fifield suggested that AWWA reach out to both lakes about this program. He also asked whether Mr. Balanoff has any ideas regarding getting ahead of the curve as it relates to water quality—i.e., additional preventative measures, treatments, etc. Mr. Fifield would be open to investing in such measures. Mr. Balanoff noted that the Town gives generously to AWWA separately, the efforts of which go towards protecting water quality. Mr. Balanoff advised Mr. Scala that he has hired 4 employees for the Youth Corp program, with 2 spots remaining. He expects to have a full staff; however, fewer applications have been received. The pay rate is around \$12/hour.

Mr. Duffy asked how the State can be convinced to reduce the use of salt on roads around the lakes. Mr. Balanoff agrees that is important. He referred to a watershed survey recently conducted on Lovell Lake. Maine appears to have stricter regulations in this regard. Mr. Fifield suggested that Mr. Scala reach out to the State's engineers, perhaps to include a meeting with the Board, regarding this issue. Mr. Balanoff will do some outreach to DoT.

Mr. Suleski of BLIMP advised that Balch Lake is in the early stages of a program to measure and track water quality in order to determine what could be done to prevent or mediate an infestation. He expressed gratitude for the funding the Town has provided. Tremendous progress has been seen on Balch Lake. They will not need to treat this year, but will continue to gather weeds.

Mr. Edwards is in support of these efforts; however, he does have an issue spending taxpayers' funds on the lakes to which all taxpayers do not have access.

Mr. Vachon confirmed that Belleau Lake is a private lake. They are now outsourcing the diving/pulling operations. They are working with DES and will continue to evaluate the need for treatment. They also have been working with AWWA regarding erosion issues. Mr. Fifield stated that anyone can use the lakes, but not everyone can always get to it. In past years, the State has encouraged the Town to acquire property in order to develop public access. Perhaps this is a project for the Conservation Commission. Mr. Duffy reiterated that the State should be encouraged to identify low salt areas.

Mr. Romano is the Lake Host Coordinator for Pine River Pond. They have expanded the hours for boat inspections on property owned by the Pine River Association and used with permission. He thanked the Board for the financial support.

Mr. Scala asked whether issues other than milfoil are being seen. Mr. Balanoff referred to the Chinese mystery snail, which is difficult to control. It really is more of an ecological issue and does not directly adversely affect water quality. Some other lakes have seen other invasive species, but not in this area.

**Mr. Duffy moved to approve the appropriations from the Invasive Species ETF as presented. Mr. Fifield seconded the motion, which passed 3-0. Mr. Edwards closed the public hearing at 7:29 p.m.**

**2. Appointments** – None scheduled.

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

**4. Unfinished Business** – None scheduled.

**5. New Business**

**a) Purchase Order \$60,000** – This represents a deposit for the DPW building. Mr. Duffy moved to approve the purchase order in the amount of \$60,000 as presented. Mr. Fifield seconded the motion, which passed 3-0.

**b) Purchase Order \$37,531** – This represents purchase of tools to outfit the DPW building. Mr. Duffy moved to approve the purchase order in the amount of \$37,531 as presented. Mr. Fifield seconded the motion, which passed 3-0.

**c) Purchase Order \$10,300** – This represents a deposit for the equipment shed for the Transfer Station. Mr. Duffy moved to approve the purchase order in the amount of \$10,300 as presented. Mr. Fifield seconded the motion, which passed 3-0.

**d) Purchase Order \$6239.10** – This represents the cost of repairs for a Fire/Ambulance vehicle. Mr. Duffy moved to approve the purchase order in the amount of \$6,239.10 as presented. Mr. Fifield seconded the motion, which passed 3-0.

**6. Proposed Capital Reserve Fund Expenditures**

**a) Highway Road Projects \$3150** – This represents the cost to rent equipment for shouldering. Mr. Duffy moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.

**b) DPW Building \$80** – This represents the cost to publish the RFP for the project. Mr. Duffy moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.

**c) Security Cameras \$5933** – This represents a down payment to Setronics for the Town Hall project (and includes a warranty). Mr. Duffy moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.

**d) Transfer Station Facility \$10,300** – This represents a down payment on the equipment shed for the Transfer Station. Mr. Duffy moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.

**7. Correspondence**

**a) Priscilla Colbath** – Mr. Scala read aloud a note from Ms. Colbath in which she thanks the Board for thanking her!

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

**9. Administrative Matters**

**a) Town Administrator's Update**

--Mr. Scala has met with Police Chief Fenton regarding hours/days for the Student Resource Officer. He has also met with Principal White and will be meeting to discuss additional layers of security at the Paul School. Wakefield PD is randomly visiting/checking in at the school.

--The bridge project on Witchtrot Road is set to begin next Tuesday or Wednesday. We have no option for a single lane of traffic since the bridge is premade and goes in all at once.

--Lots going on with DPW, and Mr. Mitchell is working on:

DPW building, funds for which are expected in mid-August

Wastewater pump station replacement

Transfer Station equipment building

Town Hall parking signs

Downtown area No Parking signs

Replacement of backhoe at the Transfer Station

Paving, grading, etc.

--The Tax Collector has made us aware of the NH Homeowner Assistance Fund, which was established to assist property owners in several areas, including financial assistance in paying property taxes. This information will be provided to those property owners on the list of potential properties to be deeded for non-payment of property taxes.

--The US Department of Housing is conducting an investigation and has requested information from the Town relating to specific assessments. They are also seeking a waiver of any associated fee for such information. **Mr. Duffy moved to waive any associated fee with respect to provision of information to the US Department of Housing in their current investigation. Mr. Fifield seconded the motion, which passed 3-0.**

--An auction of 5 tax acquired properties has been scheduled for Saturday, July 16. All property is offered as is, as seen, buyer beware. Potential buyers have ample time to perform their due diligence.

--The Town's auditor has prepared the MS-535, which is ready to be signed and sent to DRA.

**b) Building Permit Releases** – Mr. Fifield moved to approve the building permit release for Map 177 Lot 3 on Debec Lane. Mr. Duffy seconded the motion, which passed 3-0.

**c) Payment Manifests** – Mr. Fifield moved to approve PR #10 in the amount of \$96,452.63. Mr. Duffy seconded the motion, which passed 3-0.

Mr. Fifield moved to approve AP #15 in the amount of \$46,823.48. Mr. Duffy seconded the motion, which passed 3-0.

**d) Minutes** – Mr. Duffy moved to approve the minutes of the May 9, 2022, public session, as presented. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Duffy moved to approve the minutes of the May 9, 2022, Non Public Session #'s 1, 2, 3 and 4, as presented. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Fifield moved to approve the minutes of May 16, 2022, as presented. Mr. Duffy seconded the motion, which passed 3-0.

e) Review of Sealed Non Public Minutes – Not tonight.

f) Selectmen's Work Session

--Mr. Edwards has met with the soil scientist regarding boat trailer parking near the public safety building. The area he believes the Town can utilize is marked with pink ribbons, and looks to be about 20'. A small plot plan will be created. This project may coincide nicely with the Sanbornville Water Precinct's project.

--Mr. Duffy noted that there was a lot of activity on Pride Day, which was well-attended. He would like to see more signage at least a week prior to such an event. Mr. Fifield commented that we are fortunate to have volunteers coordinating Pride Day, East Wakefield Festival and the Union Festival. Mr. Edwards would like to consider the Town donating some funding in order to bring back some of the activities, such as street dancing, music, etc.

Mr. Duffy moved to adjourn at 8 p.m. Mr. Fifield seconded the motion, which passed 3-0.

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

  
Richard C. Edwards, Chair

Mark P. Duffy

  
Kenneth G. Fifield