



FINAL

**WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 20, 2011**

PRESENT: Thomas Clow, Chairman; Richard Butt, Vice Chairman; Keith Lacasse, Selectman; Donna Osborne, Selectman; Lee Marcroft, Selectman.

RECORDING SECRETARY: Naomi Bolton, Town Administrator

GUESTS: Jon Osborne, Chairman Board of Firewards; Ricky Hippler, Vice Chairman, Board of Firewards; Steve Roberts; Dave Hewey; Scott Dinsmore; Bob Richards; Robert A. Vezina, Jr.; Tim Redmond; Heleen Kurk; Sherry Burdick; Janet Brown.

I. CALL TO ORDER:

The meeting was called to order by Chairman Clow at 6:29 PM.

II. NON-PUBLIC SESSION:

Chairman Clow moved to go into non-public session under RSA 91-A: 3 II (b) at 6:30 PM; Selectman Osborne seconded the motion. A roll call vote was taken: Vice Chairman Butt – yes; Selectman Marcroft – yes; Chairman Clow – yes; Selectman Osborne – yes; Selectman Lacasse – yes.

The board interviewed the candidate for the part time Fire Chief with the Board of Firewards in attendance.

Chairman Clow moved to come out of non-public session at 7:10 PM. Selectman Osborne seconded the motion. A roll call vote was taken: Vice Chairman Butt – yes; Selectman Marcroft – yes; Chairman Clow – yes; Selectman Osborne – yes; Selectman Lacasse – yes.

Chairman Jon Osborne introduced Robert (Bob) A. Vezina, Jr. as the Firewards candidate for the part-time Fire Chief position. Mr. Vezina served as the Deputy Fire Chief for the City of Concord. He started his fire career in 1984 with the City of Lebanon. He lives in Washington, NH. There were 13 applications received for this position. The 13 were narrowed down to 5 and the 5 were interviewed by a panel of five that consisted of the Fire Chief from New Boston; the Fire Chief from Goffstown; the Town Administrator and two Board of Firewards members. That panel of five gave the Firewards the top three. The Firewards interviewed the three last Monday evening and have made a motion that the Selectmen hire Mr. Vezina.

Vice Chairman Butt moved to hire Robert A. Vezina, Jr. as the part-time Fire Chief with a salary of \$500 per week and the start date to be Monday, June 27, 2011; Selectman Lacasse seconded the motion. Vote: 5-0.

III. DEPARTMENT HEADS/COMMITTEE ITEMS:

Cemetery Trustees – Janet Brown: Janet Brown was present to request additional funds to be spent on the Dow-Peaslee and Center Square Cemetery. Also, she wanted to thank Jon Colburn who completed the work at the Center Square Cemetery before Memorial Day. He still has to paint it but it won't be until a little later. Mr. Colburn also replaced 11 boards on the fence at the Johnson Cemetery. Andy Spielberger of the Mended Wall is working on the Dow-Peaslee Cemetery. He has given the trustees an additional price to get granite caps and a granite post to finish off the last 45 feet that didn't have them. The cost of the additional granite and installation is \$2,300. They would also need \$419.22 to pay for two 4 hours days of police detail in front of Dow-Peaslee Cemetery. They received a couple of quotes to remove a couple of large pines in the Pine Grove Cemetery. Ed Ferguson was the low bidder at a cost of \$2,800.00, which will come out of cy-pres money. They had a complaint about the Oil Mill Cemetery on River Road. DPW Director Tim Redmond is working with the Trustees to fix the problem. They have cleaned the catch basin in hopes of helping out with the water problems. Due to all the water there was a 12' headstone for the Follansbee family that tipped over because the water undermined the base and it tipped over. Rob Gordon from the Cemetery Trustees put in three yards of crushed stone and then replaced the stone in the ground. They felt that the stone was too large and fragile to place upright and didn't want to break it. Vice Chairman Butt moved to authorize the expenditure of \$3,844.22 to cover \$2,300 for granite caps at the Dow-Peaslee Cemetery; \$419.22 to cover police details at the Dow-Peaslee Cemetery; and \$1,125 to cover the cost of using stainless steel bolts on the Center Square Cemetery fence; Selectman Osborne seconded the motion, all in favor.

IV. PUBLIC COMMENT:

Heleen Kurk – 250th Celebration Committee Update: Heleen Kurk was present to give the Board an update. The telethon was a success and she thanked Selectman Marcroft for donating his time manning the phones. They have pledges of around \$11,000 but to date have collected \$6,000. They will clear \$5,000 after they purchase the incentives. They will be putting a float in the parade at the Patriotic Celebration. The school used the 250th committee for a fundraiser and there was not a lot of money raised but they found that there has been lots of communication with residents as a result of it. They have gotten a lot of new members which is good because they are going to start breaking into smaller committees and the more members will make it easier. One of the goals is to have Clinton Grove Academy restored and with that she turned the floor over to Sherry Burdick.

Sherry Burdick read a letter dated June 16, 2011 from the NH Preservation Alliance congratulating the Town of Weare on the approval of the application for an assessment grant in the amount of \$2,250.00 for the Clinton Grove Academy building. The

assessment study is in the amount of \$5,000-\$6,000 and the Historical Society has separate funds to offset the balance. Mrs. Burdick stated that in order to do anything on the Academy, they need this assessment done. This should give the Town an idea of what will need to be done. She also stated that they have today about \$75,000 to be used towards the upgrade of Clinton Grove. There was a lot of discussion regarding plans or uses for the building. The Board expressed their concern about being involved as it is a Town Building and the Selectmen are the ones responsible for it. But right now we are just talking about doing an assessment and coming up with a plan and cost measures for that.

Heleen Kurk stated that what she is hearing is that people haven't heard about any of the plans. She stated that about a year ago they came in and discussed some ideas. The Board's point was that before a plan gets decided on there needs to be a lot of communication among all of those involved.

It was also pointed out that there are still some powder post beetles and a question was raised as to if we can call the contractor back about them. They were treated last fall. Naomi will look up the bill and see if there was any time frame.

While Sherry Burdick was here, Chairman Clow asked if she had any plans or sketches of the old front doors of the Town Hall. The Board would like to get them replaced. There is a picture of the Town Hall in the old history books. Mrs. Burdick thought that she could probably find the drawing. The Board stated they would be interested in looking at them.

V. DEPARTMENT HEADS/COMMITTEE ITEMS:

Public Works Update – Tim Redmond, Director: Tim Redmond was present to discuss the paper trailer at the Transfer Station. This past week he had an emergency situation with the paper trailer. It is rotted to the point that it is not road worthy. He has rented a 50 yard trailer from Naughton Recycling for \$175/month. He had two choices the first was to take the roll off container that we own that is sitting at the Middle School or the second was to park a dump truck there to throw it all in, but we can't haul the paper with the dump truck because paper would fly all over the roads. He looked at prices of used trailers because a new trailer costs over \$75,000. He found a 1994 rebuilt trailer from Halles in Maine for \$28,000. He found 2 at Lucky Trailer Sales in Vermont. They have a 2000 trailer for \$14,500 and a 2001 for \$22,500. These are all 100 cubic yard trailers. If we move to the 100 cubic yard trailers, we pay the same \$189 per trip to haul it. Vice Chairman Butt asked if he could price the rental of a 100 yard trailer. Chairman Clow asked if he would look closely at the revolving fund to see if a rental could be taken from that. Mr. Redmond stated that he will look into both of those items and get back to them.

Two small road jobs bids were put out to the local contractors. The bids didn't include the crushed gravel or the pavement. They basically were going to prepare the road for crushed gravel and prepare the ditches and slopes so that all we had to do was put down the crushed gravel and pavement. Five contractors bid on the two different roads and he

would like to award the bids to the low bidders. The following is the list of bids received:

Etta Lane:

Boisvert and Sons	\$4,800.00
Townes Excavating	\$5,450.00
Brownies Sand & Gravel	\$5,687.55
Elite Excavating	\$11,950.00
Jeff Brown Construction	\$15,900.00

Wallingford Terrace:

Townes Excavating	\$5,065.00
Boisvert and Sons	\$5,640.00
Brownies Sand & Gravel	\$7,525.85
Elite Excavating	\$11,450.00
Jeff Brown Construction	\$16,900.00

Chairman Clow moved to award the Etta Lane bid to Boisvert and Sons for the bid of \$4,800.00; Selectman Lacasse seconded the motion, all in favor.

Chairman Clow moved to award the Wallingford Terrace bid to Townes Excavating for the bid of \$5,065.00; Selectman Osborne seconded the motion, all in favor.

Mr. Redmond reported that he has received official notification from Charlie McLain that he will be retiring effective August 25, 2011. Bob Silver will also be retiring near the end of the year, but that date has not been finalized.

The highway department is currently advertising for applications for a split position (part Highway and part Transfer Station) that is going to be vacated by Mr. David Enos, as he will be moving from the split position to the truck driver position that is vacant as a result of David Hathaway leaving. He will be bringing back a candidate for the board to hire in July.

VI. MANIFESTS:

Chairman Clow moved to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated June 23, 2011 in the following amounts:

Accounts Payable	\$ 455,425.58 (Weare Middle School)
Gross Payroll	\$ <u>42,312.06</u> (Includes Police Details, Taxes, Credit Union; Monthly Fire Payroll)

TOTAL \$ 497,737.64

Selectman Osborne seconded the motion. Discussion: Vice Chairman Butt stated that he has a concern about the cell phone bill for the Police Department and there was no detail attached to the bill. By detail the Board means, the number of minutes for calls, texting, etc, not the actual list of phone numbers dialed. The Board asked Naomi to request that the Chief provide that information for the Board. Selectman Osborne stated that she had

a concern with the Exxon-Mobil gas bill. The charges were for a place in Maine, also there is a late fee of \$10.00 being paid for not paying it on time. The Board would also like an explanation for this as well. Vote: 4 in favor, Selectman Lacasse abstained.

VII. MINUTES:

May 16, 2011 Minutes: Chairman Clow moved to approve the May 16, 2011 minutes as amended; Vice Chairman Butt seconded the motion. Vote: 4 in favor, Selectman Osborne abstained.

June 6, 2011 Minutes: Chairman Clow moved to approve the June 6, 2011 minutes as written; Vice Chairman Butt seconded motion, all in favor.

June 13, 2011 Minutes: Chairman Clow moved to approve the June 13, 2011 minutes as written; Vice Chairman Butt seconded the motion. Vote: 3 in favor; Selectmen Lacasse and Osborne abstained.

VIII. ADMINISTRATIVE REPORT:

Rossdale Lane paperwork: Naomi has an A-5 form and a corrected deed for the Board to sign. The original A-5 form that was filed had the wrong map and lot number on it so an amended form needs to be signed by all 5 selectmen and recorded. The second document is a corrective deed. On January 3, 2011 the Board held a public hearing and accepted Rossdale Lane as a Town Road. Once we accepted the road the owners filed their deed for the road, but it wasn't a deed it was a right of way deed, and it was supposed to be a warranty deed, so a corrective one has been drawn up by the lawyer for the Boards signature.

Bolton Field Playground: Tony Sawyer and the Community Service Program worked on the Bolton Field playground on Friday and Monday, removing the rocks and applying some playground mix. The Highway Department picked up a 10 wheeler load of playground mix from Cousineau's in Henniker to be spread around. The Board discussed this issue and felt that the Parks and Recreation Director who reports to the Town Administrator needs to make more routine inspections of not just the playground, but all the facilities, so that we don't have any issues.

License to sell Revolvers and Pistols: A gentleman by the name of Brian Harding on 60 High Rock Road has in the past got license to sell revolvers and pistols, signed by the Board of Selectmen. The license expired on May 1, 2011 and he is renewing it. He has approval from the Federal Government and the new license expires on May 1, 2014.

Pole Licenses: Naomi had two pole licenses from Granite State Telephone that needed to be signed. In the past the Board gave the previous public works director permission to review and sign them on behalf of the Town. The board was signing them while we had no director and Naomi felt that Tim should be granted the authority. Selectman Lacasse moved to assign the authority to sign pole licenses to the Public Works Director; Selectman Osborne seconded the motion, all in favor.

July Board of Selectmen's Schedule: The 4th of July falls on the first Monday of July, so Naomi would like to know what the July schedule will be. The board agreed to meet on Friday, July 1st at 4 PM for manifests only; July 11th & 18th would be regular meetings; and July 25th will be a manifest meeting. Naomi will inform the Board of Firewards that the 11th will be a regular Board meeting, so they will have to meet in another location.

Complaint from Mr. Bedard's neighbor: The board received a complaint from Andrew Dufour regarding Mr. Bedard, his neighbor. Naomi forwarded the complaint to Laura Spector, because this property was the subject of previous litigation. Ms. Spector responded to Naomi via email and will send Mr. Dufour in writing.

Deliberative Session: Maureen has requested that the Board choose a deliberative session date for 2012. The earliest that it can be held is Saturday, February 4th. The board stated that they would like to have it the latest and give the board that one extra week, as we felt rushed the past few years. This would give the Board an opportunity to work with the Finance Committee as well. Naomi will check into the latest date and let the board know.

Cold Springs Tax Information: The Board received a listing of outstanding taxes on property in the Cold Springs Campground. There are still some outstanding questions that need to be answered, so discussion on this will be put off until the July 11th meeting.

IX. OTHER BUSINESS:

Change of hours at the DPW: The board asked if Tim Redmond has made any indication on changing the office hours of work for winter and summer. Selectman Lacasse indicated that the Collective Bargaining Agreement that passed indicates that the Director has the right to set the hours of the department. Naomi stated that she has had this discussion with Mr. Redmond and he is going to go back to doing summer and winter hours.

New Vacation/Old Vacation Difference on pay stubs: The Board inquired the difference between two categories (new vacation and old vacation) on the pay stubs. Naomi stated that she will check with Tina for exact clarification but she felt it was started when the new personnel policy was adopted because on the new policy you are not allowed to have more than 1 ½ times you eligible vacation on the books.

Diesel price per gallon: Chairman Clow wanted to just point out that the last diesel fuel price was \$3.62 per gallon, which is higher than the \$3.35 we budget for.

250th Fundraiser: Selectman Lacasse informed the Board that he was asked to have the Selectmen/Town Office staff put together a softball team to play in a tournament as a fundraiser for the 250th Celebration. The tournament will be sometime in August. As he gets the details he will bring them back to the Board.

On-line tax payments: The Board asked if this was up and ready to use yet. Naomi responded not to her knowledge. The concern was we are two weeks away and it was on the bill stating that was one way to pay and now people can't use it. The Board appreciates the effort but is disappointed that it even went on the tax bills. The Board would like more information on it before we proceed with anything.

2011 Budget Review: Vice Chairman Butt stated that he would like to see a "thorough" six month review of the budget. If departments are overspending line items then we as a board need to know where it is going to be taken from. The Board would like to know if there are departments that might have some money left at the end of the year, because there are a few small items that have come up that the Board would like to do if it is possible. The department heads need to know they are accountable.

Clinton Grove Academy: Vice Chairman Butt stated that he has not been made aware of any real plans up there until tonight. Before anything gets done up there he would like to see specific plans come forth. The Board should at a minimum be made aware of that type of information. It is a Town Building and the Board will be in charge of the oversight.

X. NON-PUBLIC SESSION:

Chairman Clow moved to go into non-public session under RSA 91-A: 3 II (a) at 9:37 PM; Vice Chairman Butt seconded the motion. A roll call vote was taken: Vice Chairman Butt – yes; Selectman Marcroft – yes; Chairman Clow – yes; Selectman Osborne – yes; Selectman Lacasse – yes.

The Board discussed the appointment of the Town Clerk and Deputy Town Clerk.

Chairman Clow moved to come out of non-public session at 9:59 PM. Selectman Lacasse seconded the motion. A roll call vote was taken: Vice Chairman Butt – yes; Selectman Marcroft – yes; Chairman Clow – yes; Selectman Osborne – yes; Selectman Lacasse – yes.

Selectman Lacasse moved to appoint Maureen Billodeau as Town Clerk and set her salary at \$797.44/week effective July 1, 2011; Vice Chairman Butt seconded the motion. Vote: 4-1. Selectman Osborne stated that she voted against the motion, but wanted to be clear that it has nothing to do with the employee or the position but the amount of compensation being offered. She felt that for the interim period the compensation should be less than what Evelyn is making today. She has no problem, after the election, with the employee's salary set at the current rate.

Chairman Clow moved to appoint Jane Murchie as Deputy Town Clerk with no change in salary effective July 1, 2011; Selectman Lacasse seconded the motion, all in favor.

XI. ADJOURNMENT:

As there was no further business to come before the board the board, Chairman Clow moved to adjourn at 10:10 PM; Selectman Osborne seconded the motion, all in favor.

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Respectfully submitted,

Naomi L. Bolton
Town Administrator