

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 6, 2011

PRESENT: TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; DONNA OSBORNE, SELECTMAN; LEE MARCROFT, SELECTMAN; KEITH R. LACASSE, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

GUESTS: George Malette, Tim Redmond, Jane Mucchie, Chuck Metcalf, Jennifer Korkin, Matthew Korkin

7:00 p.m. Chairman Clow called the meeting to order.

Chairman Clow said that the purpose of the non-public is to interview a candidate for a position.

Chairman Clow moved, Selectman seconded to enter into non public session @ 7:05 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Marcroft – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ 7:28 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Marcroft – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Selectman Marcroft moved, Selectman Lacasse seconded to accept Jane Murchie as Collections Clerk subject to a reasonable credit report, physical exam, and drug testing at a wage of \$12.00 per hour. Passed 5-0-0

RE-APPOINTMENT TO AGRICULTURAL COMMISSION – George Malette suggested to the Board that it would be nice if a letter was sent to volunteers on committees giving them an option to come before the Board if they would like before they were re-appointed.

Mr. Malette has been on the Agricultural Commission since its formation three years ago. Weare was one of the first two communities in the state to vote in an Agricultural Commission. Mr. Malette said that they hope to start an Equestrian Organization in the Town of Weare and the region.

Selectman Lacasse moved, Selectman Osborne seconded to re-appoint George Malette to the Agricultural Commission for a three year term. Passed 5-0-0

Mr. Malette informed the Board that they will be presenting a proposal shortly for the planting of fruit trees at the Stone Building.

STONEWALL REMOVAL – Chairman Clow informed the Board that when Matthew and Jennifer Korkin came before the Planning Board with this request, the major issue was that of safety. Their driveway is located at the corner of Barnard Hill into Bart Clough Road, which forms a ninety degree angle. Mrs. Korkin said that as you crest the hill you cannot see the oncoming traffic and they are requesting to create a driveway entrance further down on their property. Chairman Clow said that the Planning Board approves and recommends the removal of the stone wall, in order to make access for a driveway, to the Selectmen.

Tim Redmond, DPW Director, told the Board that he has reviewed the permit. He agrees with the removal of the stone wall to install a drive way, but would like the brush cleaned and some drainage work done.

There is a local ordinance that states stone walls cannot be removed if they are boundaries or roadside and permission must be obtained prior to removal.

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Mrs. Korkin said that there is currently a three foot break in the wall and they are proposing an additional nine feet with a total of twelve to fourteen feet.

Chairman Clow moved, Selectman Lacasse seconded to approve the removal of up to fifteen feet of stone wall located at 477 Barnard Hill Road for driveway access. Passed 5-0-0

DEPARTMENT HEAD AND COMMITTEE ITEMS

PWD, Crushing Bids – Mr. Redmond informed the Board that he received two crushing bids, one from Big Foote Crushing and one from Merrill. He recommends that they award the bid to Big Foote Crushing, which is \$1,125 cheaper. Mr. Redmond said it will be the town's gravel, they are just paying for Big Foote to bring in the equipment and do the crushing. The material will be stored for future use, including this year's road work. The money will come out of the Road Reconstruction Fund. Mr. Redmond said in the near future he will be working with the Town Administrator to rework their budget for the future.

Selectman Lacasse moved, Selectman Osborne seconded to award the 2011 crushing contract to Big Foote Crushing at \$2.75 per ton for 3 inch and \$2.85 per ton for 1.5 inch, with the money to come out of the Road Reconstruction Fund. Passed 5-0-0

PWD, Paving Bids – Mr. Redmond said that Suburban was the lowest bidder at \$67.40 lowest. He does not know anything about Suburban and information is missing from their bid and he deems it incomplete. Mr. Redmond recommends Advanced Paving \$68.66 per ton. They will be paving approximately 3,800 to 4,400 tons. He has worked with Advanced Paving in the past, and they are state certified. Their bid is for \$68.66 per ton for machine paving, \$110 per ton for hand paving, and \$.55 per sq yard for grading. There is no hand work planned for this year and there are no aprons being added to any driveways. The Highway Department can get the gravel in place. It is important that the grading be done properly to ensure proper drainage and has accountability attached. Mr. Redmond said he is currently bidding out some of the work, but most will be done by the DPW. Mr. Redmond said there is no real earth work to be done on the road in question.

Vice Chairman Butt asked if it is more cost effective for the DPW to do the prep work. Mr. Redmond said there is liability involved and if they utilize an outside source there is accountability if there was a problem. This bid is strictly for the asphalt and does not include reclamation. The DPW will shape the sub base and reshape the gravel.

Mr. Redmond told the Board that his basic plan for the summer is to apply a one inch base coat on 7,000 square feet of Hodgdon and a one inch topcoat on 7,200 square feet of Thorndike. Mr. Redmond said that as he goes through the whole proposed list it totals under \$300,000 leaving \$100,000 for crushing and reclaiming for the year. The DPW crew has repaired the ditch lines on Beaver Pond Road, which were full of material trapping the water, the road will also be shimmed and the whole road will be overlaid, which will save the road. Salaries and fuel costs will come out of the operating budget. Vice Chairman Butt said that if they are faced with a budget crisis, they could take money from the Road Reconstruction Fund. Mr. Redmond told the Board that if his crew is paving the entire summer maintenance will suffer and he is trying to get everything done. There is not enough money to do Old Francestown Road as originally proposed, but they can do Sugar Hill North. Mr. Redmond told the Board that he spoke with a land owner on Old Francestown Road, who gave him permission to put culverts in and drain into the owner's pond. Sugar Hill Road and 700 feet of Beech Hill Road totaling 4,100 square feet will be reclaimed, ditches dug, gravel added to build up the road and a basecoat added this season, with a top coat next season. 1,100 feet of Salmen Road needs overlay and there are three other roads that need small repairs. He believes that he can get them all done.

Selectman Lacasse moved, Selectman Osborne seconded to accept the bid from Advanced Paving for \$68.66 per ton for machine paving, \$110 per ton for hand paving, and \$.55 per sq yard for grading. Passed 5-0-0

Mr. Redmond told the Board that the Advanced Paving bid states that if the price goes down this year, they will lower their bid. He has a certificate of insurance from Advanced Paving.

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Mr. Redmond received two different prices for different type doors for the salt shed. One is a steel roll up door at \$3,100 and the other is a canvas door. The current door was put up by Dave Hewey using recycled pieces of garage doors. The rain blowing in is causing damage to the salt.

Chairman Clow moved, Selectman Osborne seconded to approve the expenditure of \$3,100 from the Government Building and Maintenance Fund to replace the door on the salt shed. Passed 5-0-0

Mr. Redmond informed the Board that he received a resignation from Dave Hathaway, who works three days at the Highway Department and one day at the Transfer Station. This truck driver position will be posted internally; one employee has expressed an interest. Then they will need to replace the employee moving over as truck driver for the Highway Department.

Mr. Redmond mentioned overtime for the Transfer Station, which is because they need to cover a position on Saturday. He is asking the Board to hire someone for just Saturdays to keep the overtime budget from being depleted. The part time employee on Saturday will be an additional position.

The design of the Peaselee Road bridge is complete and the wetlands permits are being done. Mr. Redmond said that he was instructed to obtain easements from abutters with the Town Administrator. This is an 80/20 reimbursement program.

Mr. Redmond told the Board that he will come back in the future to discuss an assessment he did on the Transfer Station, regarding the restructure of fees. They are losing money on disposal of demolition containers. He will be proposing covers on the containers so rain will not increase their weight and he would like to build a roof to keep the equipment and employees dry.

Selectman Lacasse mentioned a bill he saw from Mr. Gee's Tires. Mr. Redmond said that he had the tires removed because they were unsightly. He made a new deal with the NRRA, which will take their tires at a lower rate, and pick them up.

Chairman Clow mentioned an area off to the left on Merrill Road going towards the Transfer Station. He said that there was logging and bulldozing done and the road has lost all its markings. He commented that it is easy to lose perspective of where you are as you go over the rise and thinks there should be something there to mark the width of the road. Mr. Redmond said that work was done to straighten the road there and lessen the bend for safety; may be completed this year and if not he will be sure to get the markers replaced.

Selectman Lacasse would like the Board to consider working with Mr. Redmond on a plan for all the new signs going up to determine which signs they want to remove. Only two or three complaints regarding signage have been received. Mr. Redmond said that the grant was applied for last year and they need to follow federal standards. They also need to be careful about removing the signs to not set precedence. Mr. Redmond said he will work with residents to address their concerns.

COLBY ROAD DISCUSSION – Art Siciliano informed the Board that he met with Roger Hardy regarding the dump site on Colby Road and they estimated the volume, width, and depth of the site. Mr. Siciliano said that he spoke with Naomi Bolton, Town Administrator, about the town standing behind Mr. Hardy, who is concerned with not knowing what is there. Naomi Bolton, Town Administrator, told the Board that Mr. Hardy is looking for some reassurance that if the town files an application collectively, and if the state comes back suspect that something is there, that the town will be responsible for doing something. Chairman Clow asked if they should have Attorney Drescher review before the Board signs off. Naomi Bolton, Town Administrator, will email it to Attorney Drescher. Selectman Lacasse said that he is concerned with committing the town to something before having the information. Mr. Hardy is afraid that he may need to foot the bill to have it cleaned up. Vice Chairman Butt asked if there is consensus on the Board to take action if remediation is necessary. Chairman Clow said that he does not know what is in the letter. Naomi Bolton, Town Administrator, mentioned a Brown's Field grant. Vice Chairman Butt would rather wait until they receive more information from the application process.

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BUILDING NEEDS DISCUSSION – Chairman Clow said there are things that he would like to see get done this summer; one being the heating system at the Stone Building. Selectman Lacasse mentioned that he reviewed the heating system and took measurements, and there is someone drawing up some bid specifications to send out to bid. Chairman Clow would like to see the doors on the Town Hall replaced this summer. He mentioned the Fire Marshall's report that was done five years ago and said that they should pick at least one thing to get done on the list and mentioned the dog house entrance to the Town Office basement. It was discussed that a bid was awarded on the Town Hall doors, but someone went over and put a patch on the doors. Chairman Clow said that the doors, thresholds, and door jams are in very poor shape. The side doors also need to be replaced. Chairman Clow will call Sherry Burdick to discuss the issue and get direction. Selectman Lacasse said there are endless choices that could be made concerning the doors.

Naomi Bolton, Town Administrator, mentioned that they had a proposal for \$3,000 for sheet rocking and fire proofing the dog house entrance.

Vice Chairman Butt stated that the front entrance needs some maintenance. It was discussed that Community Service Labor could be utilized.

Naomi Bolton, Town Administrator, told the Board that the Garden Club wants to do work around the gazebo. A granite curb stop next to the Gazebo on East Road was discussed and Chairman Clow mentioned the possibility of asphalt to create parking.

Vice Chairman Butt would like to focus on one or two projects, he thinks the dog house entrance should be done with the prisoners insulating and installing the dry wall. The prisoner can also repair the boards out front of the building. He thinks they are done with the Fire Marshalls report; the big issue is an escape root.

PARC, Chase Park Discussion – Mr. Chuck Metcalf, PARC, told the Board that there is some work that needs to be done to Chase Park and they are looking to take the funds from the Capital Reserve Fund. They need to replace the toilet in the men's room at \$350.00. There are other items, such as a Rescue Tube, Rescue Board w/straps/head immobilizer for the lifeguard chair and six small kickboards for \$14.95 each for a total of \$90.00 being recommended by Mike Housman with the funds to come from the Chase Park Fund.

Selectman Lacasse asked about there being an approved small vendor list. Naomi Bolton, Town Administrator, responded that the list has not yet been approved. Vice Chairman Butt asked if there has been any progress made in regards to the completion of the list. Naomi Bolton, Town Administrator, responded that there has not.

Selectman Lacasse moved, Selectman Osborne seconded to authorize PARC to spend \$850 from the Chase Park Fund for the replacement of a toilet in the men's room and a list of supplies for the beach. Passed 5-0-0

MANIFESTS

Chairman Clow moved, Selectman Lacasse seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated June 9, 2011. Passed 5-0-0

Accounts payable	\$94,610.14	
Gross Payrolls	\$42,480.14	(Includes taxes, credit union, police detail)
	\$5,353.42	(Monthly Fire)
	<u>\$7,414.16</u>	(May EMT)
Total	\$149,857.86	

Chairman Clow amended the motion, Selectman Lacasse seconded to include \$6,365 under accounts payable for Valley Fire Equipment. Passed 5-0-0

MEETING MINUTES

Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of April 18, 2011 as amended. Passed 5-0-0

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Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of May 23, 2011 as presented. Passed 5-0-0

Chairman Clow moved, Selectman Marcroft seconded to approve the minutes of May 27, 2011 as presented. Passed 3-0-2; Selectman Lacasse and Selectman Osborne abstained.

ADMINISTRATIVE REPORT – Naomi Bolton, Town Administrator, informed the Board that Goffstown forwarded the Fire Dispatch Lease Contract at the current monthly price that they have been paying of \$874.64. The dispatch contract is for one year and has been extended to December 31, 2012. The Fire Department wants the contract to be continued.

Chairman Clow moved, Selectman Lacasse seconded to approve the extension of the Dispatch Lease with Goffstown through December 31, 2012 at a rate of \$874.64 per month rate. Passed 5-0-0

The Board signed the warrant for all unlicensed dogs, as requested by Evelyn Connor.

Naomi Bolton, Town Administrator, informed the Board that she was approached by the Highway Department and they would like to start discussing their collective bargaining for next year. Keith Lacasse and Jim Donison were part of the discussion and they need to fill Jim's position. Selectman Marcroft will fill the vacant seat and they will meet Monday, June 20th at 5:30 before the Selectmen's meeting to discuss the Public Works Collective Bargaining.

Last Thursday, a panel of five, conducted five interviews for the position of Fire Chief. The top two candidates are moving on to the Board of Fire Wards Monday night. The Board of Fire Wards will make a recommendation to the Board to hire one of the two on June 20th. Naomi Bolton, Town Administrator, stated that the interviewing team is comfortable with either two candidates.

It was discussed that Chip Meany is fine with the guidelines for displaying flags on town property.

Selectman Lacasse moved, Selectman Osborne seconded to adopt the guidelines for displaying flags on town property as dated May 16, 2011. Passed 5-0-0

Chief Begin will be in to discuss detail guidelines on June 20th.

Naomi Bolton, Town Administrator, informed the Board that her email is sporadically working and she is not consistently receiving emails. The technician keeps coming in and charges \$80. It was discussed that there could be other options for her email service.

Comcast will be coming in before the Board at their next meeting.

Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 9:28 p.m. pursuant to the authority granted in RSA 91-A:3II (a). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Marcroft – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Vice Chairman Butt moved, Selectman Marcroft seconded to set the salary of the Finance Administrator at \$45,480.00 retroactive to April 1, 2011. Passed 5-0-0.

Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Marcroft – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary