

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
July 14, 2014**

**PRESENT:** TOM CLOW, CHAIRMAN; KEITH R. LACASSE, VICE CHAIRMAN; JENNIFER BOHL, SELECTMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN;

**RECORDING SECRETARY:** Cherry Palmisano

**TOWN ADMINISTRATOR:** Naomi Bolton

**GUESTS:** Jon Richardson, Wendy Stevens, Ashley Telgen, Tiffany Smith, Mary Martin, Frank Campana, Jan Snyder

**Chairman Clow moved, Selectman Lawton seconded to enter into nonpublic session @ 6:34 p.m. pursuant to the authority granted in RSA 91-A:3II (c). A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

The Board discussed tax bills for those behind on their taxes and whether or not to deed their property.

**Chairman Clow moved, Vice Chairman Lacasse seconded to come out of nonpublic session @ 7:10 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

**Chairman Clow moved, Selectman Lawton seconded to enter into nonpublic session @ 7:11 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

The Board interviewed several candidates for PARC Director.

**Chairman Clow moved, Vice Chairman Lacasse seconded to come out of nonpublic session @ 7:40 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

**7:45 p.m. Chairman Clow opened the meeting with the Pledge of Allegiance.**

**PUBLIC COMMENT** ó Wendy Stevens explained to the Board that she would like to establish a town managed farmerø market. Her thought is to have the farmers managed by the Agricultural Commission. It was noted that members would have to be reappointed to the Agricultural Commission, which has been dormant since 2012. Ms. Stevens does have a few volunteers interested in joining. Selectman Leary noted that there are several farmers markets in town already and asked what the benefit would be of this one being town managed. Ms. Stevens said that a town managed farmers market would be held on the green and eliminate parking issues. She thinks that it is important to keep the farmers market on public land and that a town managed market would provide stability. The market would be a community event and a sales outlet for town farmers. Chairman Clow said that the first step is to recreate the Agricultural Commission and that group would need to approve moving forward with a farmers market.

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Ms. Stevens told the Board that she was invited to be the Weare Representative on the Southern NH Planning Commission and she accepted the nomination.

Frank Campana commented on the meeting minutes of June 23, 2014 regarding Chief Velleca introducing a Deputy Police Chief who was identified as an independent law enforcement consultant. Mr. Campana asked if the individual is a consultant or a Deputy Police Chief. Chairman Clow said that Sean Kelly was a consultant hired by Chief Velleca to review all the policies of the Police Department and update all policies to work towards being a certified Police Department. There was no second in command at the department. Sean Kelly was a consultant and Chief Velleca approached him regarding becoming the Deputy Police Chief. The transition was made and he is now working as a Deputy Police Chief. Mr. Campana asked if the Board looked at a job description to see exactly what he will be doing. Mr. Campana noted that the position is being funded from the part time officer line as well as the wage line and eventually other officers will be making more money and they will need that officer line to pay their wage. He asked how the Board will be paying the Deputy Police Chief in the future and commented on asking tax payers for money. Mr. Campana asked about a vehicle for the Deputy Police Chief. Mr. Campana commented on the Police Department being certified and hopes that the Board asks what certification does and how much it will cost the taxpayers.

### DEPARTMENT HEAD AND COMMITTEE ITEMS

#### DPW Update - Tim Redmond, Public Works Director

##### Transfer Station

*Bulky items* ó such as couches, chairs, mattresses, and box springs are put into the household municipal solid waste that go to the incinerator, but they take up a lot of room in trailer. These items can be disposed of at the incinerator, but should be disposed of and trucked separately. These items will increase the solid waste budget if they do not act appropriately. Mr. Redmond will be bringing in an updated list of fee based items and will need to have a public hearing. These items could be disposed of in the demo trailer and collecting a fee would cover the cost to dispose of them. Mr. Redmond will bring this back to the Board at a later date.

*Recycled glass crushing* ó Mr. Redmond told the Board that they are mandated to manage the recycled glass by DES. The glass gets ground up and produces PGA, which the Highway Department uses as fill. It is less expensive to grind the glass than to haul it to Goffstown at \$23 per ton. Mr. Redmond needs \$6,500 to grind the glass. DES cited him for not managing the glass pile so they either have to take it away or grind it into aggregate. A contractor is hired once a year to grind the glass and a year ago the money came out of the road reconstruction line. The funds should come out of the solid waste line or out of the revenue from recycled items. Mr. Redmond is requesting up to \$6,500 of the recycling revenues to grind the glass. Mr. Redmond said that they generate a large amount of revenue from recycling and feels it is appropriate to utilize this revenue to grind up glass. Chairman Clow said that the Board does not have the authority to spend the revenue that goes into the general fund. A line item in the budget will need to be created. The idea of putting an article on the warrant requesting a \$20k glass crusher was mentioned.

*Buzzell Hill Road paving by cemetery* – Mr. Redmond received a call from a resident requesting to put the pavement back on Buzzell Hill Road to the entrance to Pine Grove Cemetery again. There is approximately 800ft of paving.

*Bridge joint repairs* ó Mr. Redmond only received two estimates for the two bridges on Reservoir Drive and the bridge on River Road at Buzzell Hill Road. He made an effort to get three estimates, but only received two.

*Used pickup purchase for the Highway Department* ó Mr. Redmond is requesting permission to purchase a used pickup with a utility body with compartments at a cost not to exceed \$10k for the Highway Department. Town Administrator Bolton called LGC and was told that there is no state law that says he can't purchase the truck through the operating budget. Historically a new piece of equipment has gone before the voters for approval. Mr.

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Redmond said that a used pickup is desperately needed to replace street signs. By Federal law all the signs in town need to be replaced by. Mr. Redmond said that nothing will happen if they don't replace all the signs in time, but the town won't be in compliance and if a lawsuit was to arise it could come up that the town is not in compliance. He is asking for permission to use money within the budget to purchase a used truck for signs and other uses as needed. The money would come from the repair and maintenance line, cutting edges, salt line, and a few dollars here and there within his budget. Mr. Redmond would possibly get rid of the old police vehicle being used if a pickup was purchased. He thinks he can get a 06-07 utility body truck for under \$10k and not utilize the one ton trucks for the purpose of sign replacement. Vice Chairman Lacasse prefers to have a warrant article to add to the fleet, but would be satisfied with the idea of replacing the old police car with the used pickup truck and not adding an additional vehicle to the fleet. Selectman Lawton noted that they could get a future request for replacing the used truck. The sign replacement is an ongoing program that will take years to complete based on the funding they have available. Selectman Leary agrees that it makes more sense to have a utility truck than an old police car. It will be a 4wd truck, which could have a plow in the future if one was to be purchased.

**Vice Chairman Lacasse moved, Selectman Leary seconded to allow the Public Works Director to purchase a used 4wd pickup truck as a replacement for the used Police Department car, spending up to \$10k from various line items from within the Highway Department budget.**

Selectman Lawton has concerns with the maintenance line of the budget and said that adding vehicles just adds expenses in the future.

### **Passed 5-0-0**

Chairman Clow mentioned paving the area on East Road between the WMS driveway and the gazebo. The area is currently all dirt and people park there anyway. Mr. Redmond will stake it out, measure, and let the Board know how many parking spaces there would be.

The Lufkin Road project is complete.

The engineer putting the Peaselee Bridge project out to bid. The project is 80/20 reimbursable from the state.

Gravel was crushed in the town's new pit and utilized to fill in the low area on East Road.

Mr. Redmond was thanked by the Board for putting the welcome to Weare sign back up coming in to town from Concord.

## **DISCUSS RENOVATIONS OF SUGAR 'N' SPICE**

Tiffany Smith, Sugar 'N' Spice Board of Directors Vice President, explained to the Board that they are in the process of working on some renovations. Most of the renovations are cosmetic in nature and work to bring the electrical up to code. According to their lease they have to notify the town of any renovations. Ms. Smith said that they are required to ask for a lease renewal for October and they are requesting a 10 year lease. Sugar 'N' Spice has been in that building for almost 40 years and they are hoping that with all the money they are putting into the building they can have a longer lease. The goal is not to do anything structural. Chip Meany, Code Enforcement Officer, had concerns with the ceiling structure, but there is no work being done that would impact his concerns. Chairman Clow explained that a lease of that length needs to be discussed in-depth by the Board.

Ashley Telgen told the Board that she has some reservation with putting that kind of money into the building and not knowing if they will get a long term lease. Chairman Clow said that there has never been a question about renewing the lease. The Board had no concerns with the renovations.

Jon Richardson is logging Lot 409-208 on Mary Hadley Rd and needs access on the Class VI portion of Barnard Hill. There is a stone wall that needs to be removed for him to gain access. The existing opening is 12ft wide and needs to be 20ft wide. The Planning Board still needs to give approval.

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Vice Chairman Lacasse moved, Selectman Lawton seconded to allow the temporary partial removal of the stone wall on Tax Map 409 Lot 208 on Mary Hadley Road for the purpose of logging the property with the stone wall being put back in place after logging is complete. Passed 5-0-0

### **APPROVAL OF MEETING MINUTES OF 6/9/14 and 6/23/14**

Chairman Clow moved, Vice Chairman Lacasse seconded to approve the minutes of June 9, 2014 as amended. Passed 5-0-0

Chairman Clow, moved Selectman Lawton seconded to approve the minutes of June 23, 2014 as amended. Passed 4-0-1; Selectman Lacasse abstained.

### **MANIFESTS**

Checks dated: July 3, 2014

Gross Payrolls	\$39,851.10	
	<u>\$9,993.64</u>	(Fire and EMT)
Total	\$49,844.74	

Checks dated: July 10, 2014

Accounts Payable	\$37,923.40	
Gross Payroll	<u>\$41,827.86</u>	(Includes taxes and credit union)
Total	\$79,751.26	

Chairman Clow moved, Selectman Leary seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated July 17, 2014. Passed 5-0-0

Accounts Payable	\$615,437.37	(John Stark \$450,000)
Gross Payrolls	<u>\$44,137.30</u>	(Includes taxes, credit union, police detail)
TOTAL	\$659,574.67	

Also to order the Treasurer to sign payroll checks dated July 24, 2014. Actual amounts paid and reports backing up the numbers will be included on the Manifest Memo at the next scheduled Board meeting.

### **ADMINISTRATIVE REPORT**

Chairman Clow previously swore in Sean Kelly and the Board needs to sign the appointment sheet.

The Intercept Agreements between the Town of Weare and Bedford and Goffstown to satisfy medical billing requirements need to be signed by the Chairman of the Board.

Vice Chairman Lacasse moved, Selectman Leary seconded to enter into an Intercept Agreement between Weare and Goffstown and to authorize the Chairman to sign the agreement dated July 10, 2014. Passed 5-0-0

Vice Chairman Lacasse moved, Selectman Leary seconded to enter into an Intercept Agreement between Weare and Bedford and authorize the Chairman to sign the agreement dated July 10, 2014. Passed 5-0-0

Vice Chairman Lacasse moved, Selectman Leary seconded to enter into an agreement between the Town of Weare and Vachon Clukay CPA for the annual audit. Passed 5-0-0

There is a resident looking to obtain permission to use a metal detector on town owned property. This is a unique situation and the Board would like the resident to discuss his intentions and present a proposal.

The granite steps for the Town Hall are ready and as soon as the pad is completed they will be delivered. Bill Bolton and his sons have volunteered to prepare the ground in preparation of the concrete pad. The doors are warping and a representative from Mast Road Lumber came out to look at the doors and said that they would

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make good on the doors. The work on the steps does not need to wait for that. Once the old steps are removed, underneath the doors needs work before the granite is installed.

### **OTHER BUSINESS**

Vice Chairman Lacasse mentioned the police forfeiture account. Chairman Clow said that he met with Chief Velleca and the Treasurer and it is all worked out.

Vice Chairman Lacasse said that the contract for mowing includes fertilizer. The Board should be withholding a portion of the payment and have further discussion on what should be done. \$9,600 was taken from the PARC budget and added to lawn care contract for fertilizer.

Chairman Clow mentioned that a year ago Will Townsend discussed the need for more communication and since then he and another citizen have promoted a town newspaper. The other citizen has moved out of state. Will Townsend will be setting up a Board of Directors for Weare Community News, which will be online news and possibly there may be a paper distributed once a month. If or when it comes to be, Chairman Clow mentioned having a link on the town website to the Weare Community News. This is a separate group promoting the need for better communication in town and is not affiliated with the town.

**Chairman Clow moved, Selectman Lacasse seconded to enter into nonpublic session @ 9:55 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

The Board discussed hiring a PARC Director.

**Chairman Clow moved, Vice Chairman Lacasse seconded to come out of nonpublic session @ 10:45 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0**

**Vice Chairman Lacasse moved, Selectman Leary seconded to hire Karyn Stogner as the Parks and Recreation Coordinator effective August 1, 2014 with an annual stipend of \$5,000. Passed 4-1-0; Selectman Lawton**

### **ADJOURNMENT**

A True Record.

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Cherry Palmisano, Recording Secretary