

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
December 1, 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:** Jack Dearborn, Sean Kelly, Neal Kurk, Richard Butt, Frank Campana, Laurie Davis, Jan Snyder, Peter Flynn

**7:45 p.m. Chairman Clow called the meeting to order.**

**Chairman Clow moved, Selectman Leary seconded to enter into nonpublic session @ 6:35 p.m. pursuant to the authority granted in RSA 91-A:3II (a,b&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**

**Chairman Clow moved, Selectman Leary 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**

The Board met with Chief Kelly in nonpublic to verbally go through evaluations of Police Department staff.

**PUBLIC COMMENT** 6 Neal Kurk, Mt, Dearborn Road, informed the Board that he has been re-elected as State Representative and is available to assist the town with any issues.

Richard But referred to the Selectmen's minutes of October 16<sup>th</sup> regarding the resignation of Chief Velleca. Mr. Butt would like to know how many applicants there are for that position. Chairman Clow explained that there are no applicants, because the position has not been advertised. Mr. Butt would like to know if Sean Kelly has applied for the position. Chairman Clow responded that they have not opened the position yet. There was a public forum, many options were discussed, and the Board needs to decide on how to proceed. Chief Kelly is in the mix. Earl Sweeney, Commissioner with the State Police, is in the process of preparing a lengthy and detailed process for screening and interviewing for Police Chief for Barnstead and will share the process with Weare. Earl Sweeney's process is similar to that of MRI. Chairman Clow said that he doubts the Board will go back to MRI for that process, but the process will be detailed. Mr. Butt thought MRI did an excellent job with overtime and did a very professional job with the search process and was disappointed with comments made by Vice Chairman Lacasse at the forum regarding never using the services of MRI again. Mr. Butt said that he Board all thought that MRI did an excellent job throughout the process and what eventually happened with John Velleca could not have been discovered during the process. Chairman Clow said that initial report from MRI on the overtime issue not only helped with overtime but unraveled other issues. Vice Chairman Lacasse said that his comments with MRI were with the poor performance of interim chiefs. Mr. Butt commented on accreditation and asked why they are doing that before hiring a new chief. He thinks they should be directing efforts towards new officers on

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the force. Chairman Clow said that Weare is in a unique situation, they have to be positive that policies get put in place and that the staff is trained in those policies and the process is ongoing. What the accreditation can do is have the third party oversight, which will raise the confidence of the public. Chairman Clow said that the Board has a lot of discussion ahead, accreditation and vision for the department, which are all about accountability. Mr. Butt noted that MRI had candidates create their own vision for the town.

Mr. Butt said that there was an incident in town with break-ins. He went to both the town and Police Department websites hoping there would be information, but he did not see any information. He was disappointed that it was not on the police website and slightly disappointed that the town website did not have any information. He hopes the websites will have more useful information. Chairman Clow said that there is a shortage of help at the Police Department with no clerical help, officers out on sick leaves, and Chief Kelly has not had anytime to spend on the website. Mr. Butt noted that the police website was changed so that Sean Kelly's picture is in place of John Velleca's. The town has spent thousands to update the town's website and it should put to good use.

Mr. Butt sent correspondence to the Board asking that they support a warrant article to modify the War Credit from \$400 to \$500, which is the maximum the law allows. Mr. Butt noted that the tax rate is going up and a lot of the Vietnam vets are retired and living on fixed incomes. He hopes the Board will support his request. The Board will discuss Mr. Butt's request later in the meeting.

Frank Campana is concerned with the tax rate, which went up \$.56 for the town portion. He noted that minutes taken in June reflect Sean Kelly as interim, now is police chief, and he is concerned with accreditation. He feels that they can set goals and obtain those goals, but don't have to buy into the program. It will cost \$8,500 for three years to review and then have someone in the department to monitor the accreditation. Mr. Campana mentioned that now there is a Deputy Police Chief in the budget. He asked who will monitor the accreditation and said that in the future there might be a request to hire someone. Mr. Campana reminded the Board how he has complained about free rides over the years and Chief Kelly taking a cruiser home and he lives a considerable distance away. It costs a lot for the distance that Chief Kelly has to travel, which seems like no concern to the Board. Mr. Campana asked about wear and tear on the car and what the chances are of being effective in answering a call when he lives that far away. He would like the Board to consider some of the repercussions.

Mr. Campana asked if the Board has made a request to departments regarding a cap on their budget increase. Chairman Clow said that they have not because they want to know what the needs of the departments are and make decisions based on what the taxpayers can handle. Mr. Campana said that the Board needs to put the burden on department heads and give them a percentage to stay within and see what they can do. He feels that a \$.56 increase is a lot and told the Board to be very cautious about buying into programs.

Chairman Clow said that Sean Kelly is the acting chief, and as acting chief, it seems sensible to call him Chief.

Chairman Clow mentioned that training and consistency is important.

Vice Chairman Lacasse noted that it has cost them dearly for not having policies in place to be followed.

## 2015 CIP PRESENTATION

Jack Dearborn is Chairman of the Capital Improvement Plan (CIP) Committee, which is a subcommittee of the Planning Board. The CIP Committee asks all departments to project their capital needs of \$15k or more out for the next six years. The committee takes all the raw requests and breaks them up into multiple departments to come up with rationale.

*Police Department* ó The request is for two SUV police interceptors to provide a higher visibility and the ability to access all town roads in all weather conditions at \$50k each for a total of \$100k. There will be a total of five front line vehicles for the Police Department. Vice Chairman Lacasse asked if there was a discussion on how many vehicles the department would need for the size of the fleet. Mr. Dearborn said that the important

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discussion that took place was front line vehicles, which was five, the remaining four vehicles are for the chief and other uses, but not frontline.

*Fire Department* ó There is a request for a new ambulance at a cost of \$231k and a request for a new chief's car at a cost of \$50k. Chief Vezina took on the communication upgrade responsibility. Weare has a lot of limitations in communication and the request is for \$52,200. There is a problem with the current dispatch and there is a need to replace the system with a more reliable communication system for both the police and fire. The intent is to put repeaters in the vehicles, which will allow for emergency responders to separate from their vehicle and still be in contact with dispatch. This would benefit the police, fire, and Public Works. There is a request for \$20k to purchase a washer and dryer because in the course of fighting fires there are contaminants and carcinogens which damage the turn out gear. The washer and drying rack will protect the turn out gear and the individuals that have to wear the gear. Chairman Clow noted that it is more of an extractor than a washing machine. Selectman Bohl asked where the contaminated water goes. The washer and dryer are the highest priority.

*Public Works Department* ó Requesting a T-6 6 wheeler for \$196k, a new grader for \$340k with a \$40k trade-in reflecting \$300k of taxation, Road Reconstruction for \$450k with money offsetting from the state, a study of the DPW garage to secure an architect firm to get biddable documents for \$40k, a trash trailer request of \$105k because the current trailer is rotting and not structurally sound, and a Skid Steer request of \$75k. Mr. Dearborn said that the job of the CIP Committee is to qualify that these are logical capital items and determine if they meet the requirements of a capital item.

*Parks and Recreation* ó Request for \$65k for drainage and to increase the parking at Bolton Field; this is phase 1 of a multi-phase project.

*Library* ó Request for \$15k from the Library Trustees to determine the need for and affordability of a library expansion.

Mr. Dearborn said that part of the CIP that is missing is fiscal management to make better use of capital reserves and how the town could take advantage of revenue streams to be more efficient. The town can continue to pay out of pocket or plan in advance so that revenue streams go into capital reserves to save for future capital purchase.

Selectman Lawton commented on departments not projecting out six years. Mr. Dearborn said that the Police Department has projected out and so has PARCs. This is a requirement of CIP and some departments do it better than others.

## DISCUSS STRATEGIC VISION DOCUMENT

Some Board members need more time to absorb the document before holding a discussion. Selectman Lawton read the mission of value statement and asked what it means when it states enhance the quality of life. Chief Kelly said that the Town of Weare has experienced less than stellar police services over the years and this presents objectives to improve operations with minimal financial impact. Chief Kelly told the Board that this is a very broad vision that was drawn with the idea that no decisions have been made on what the town will do regarding a chief. Selectman Lawton asked for examples of what the statement the reality of police work is that most people don't want to be policed means. Chief Kelly said that currently the department is working on a case that involves a substantial complex criminal investigation that needs to be handled appropriately. Chief Kelly said that he will obtain all the costs for accreditation and forward them to the Town Administrator. The Weare Police Department operates six units, five of which are frontline vehicles. There is a request to purchase two new cruisers and purchase 50% of the desktop computers in 2016. Selectman Lawton noted that they recently replaced the server, and asked why they need to replace the desktops. Chief Kelly's plan is to replace them slowly versus waiting until all of them are up at the same time. The replacement of tasers was mentioned. Chairman Clow noted that the dates in the vision may be changed once it is determined what the department has, but the concept

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is purchasing things on a rotation basis. We are being a revolving door for training and the fact that there is no assurance that the trained officer will stay with the department was mentioned. Chief Kelly said that there was a time that police departments were a direct reflection of the community and his vision is to go back towards that whenever there are opportunities to have members of the community participate in the process. The Board will review the vision in more depth.

Chairman Clow noted that in the early part of the document there were references made to past events and he felt that it should be a document that moves on with a vision for the future.

The Board discussed the warrant article proposed by Richard Butt to modify the current War Service Credit of \$400 and increase it to \$500 subject to the stipulation of RSA 72:27a and 72:28.

**Selectman Leary moved, Selectman Lawton seconded to modify the current War Service Credit of \$400 to \$500 effective March 10, 2015 and to place it on the 2015 warrant. Passed 5-0-0**

### MANIFESTS

**Chairman Clow moved, Selectman Lawton seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated December 4, 2014. Passed 5-0-0**

Accounts Payable	\$	00.00	
Gross Payrolls	\$48,943.62		(Includes taxes, credit union)
	<u>\$16,987.52</u>		Monthly Fire
<b>TOTAL</b>	<b>\$65,931.14</b>		

### ADMINISTRATIVE REPORT

Town Administrator Bolton noted that a spending freeze is in place, but she received a request from Tim Redmond to replenish the salt that was recently used. He would like to purchase up to \$10k. There is 12.29% remaining in the budget and Town Administrator Bolton would like to hold off on the purchase. Before this request all purchases were on hold except for essentials. There is money in the salt line. The Board decided to wait until next week to make a decision.

Next week the Board will meet with Primex to discuss insurance and will also meet with the Weare Historical Society. The Board will meet with other departments to discuss their budgets on December 8<sup>th</sup> and 15<sup>th</sup> and will decide if it is necessary to meet on December 22<sup>nd</sup>.

Lawn Care bids and bids for the Town Report will be opened on December 8<sup>th</sup>.

Selectman Lawton asked if the logging operation on Cram Road has started. Town Administrator Bolton said that logger has a \$50k insurance bond. The road was videotaped by the logger and Mr. Redmond has a copy. There are signs for the logging operation. There are several pot holes on Mountain Road and plenty of complaints have been received.

Selectman Lawton mentioned an email regarding the Trails Committee and asked about getting it on the website. Town Administrator Bolton said that she received the email and probably could do that, but at the time she received the email there was no committee established.

The Board is going into nonpublic to discuss the candidates that were interviewed for the Finance Administrator Position and also to discuss the final draft of the Town Administrator's evaluation.

**Chairman Clow moved, Vice Chairman Lacasse seconded to enter into nonpublic session @ 9:48 p.m. pursuant to the authority granted in RSA 91-A:3II (a, b & 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**

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**Chairman Clow moved, Selectman Leary seconded to come out of nonpublic session @ 11:10 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**

## **ADJOURNMENT**

A True Record.

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Cherry Palmisano, Recording Secretary