

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
December 29, 2014

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

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Frank Campana, Jan Snyder

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

2015 BUDGET AND WARRANT DISCUSSION

Warrant Articles

Police Department CIP request for cruisers ó Two cruisers are being requested at approximately \$50k each. The request has gone through CIP and was rated a priority 1. The acting chief laid out the age and condition of the vehicles to CIP. Last year a cruiser was requested, but the article did not pass. Selectman Leary said that requesting one cruiser has a better chance of being approved by the voters. Vice Chairman Lacasse cannot justify two cruisers because the department is not near full staff and he does not think there will be a need in 2015. Selectman Lawton would support a request for one cruiser, but not two. The consensus of the Board was to draft a warrant article requesting one cruiser.

New Ambulance ó The ambulance did not pass last year and was recommended by the Board and Finance Committee. The \$231k request represents \$0.25 on the tax rate. A five year lease option would reflect \$49,777.87 a year. Chairman Clow suggests the five year lease option and determining a realistic amount to come out of the Fire Department Vehicle Replacement Special Revenue Fund to offset the lease payment by as much as \$20k per year. At the end of five years the town would own the ambulance. The current ambulance is in need of repair. Selectman Lawton said that if he was going to support a new ambulance, it would be the lease option. Selectman Bohl asked if it would be less expensive to put money into the current ambulance and maintain it for five additional years. The question will need to be asked to Chief Vezina. Approximately 12% of the time when the ambulance is out on a call another ambulance is needed. The Board requested to speak with Chief Vezina and requested a breakdown of what is needed to maintain/repair the current ambulance. If the Board recommended the purchase, they would be in favor of the five year lease purchase. The Board would also like to know how much is in the fund to see how much the lease could be offset.

Fire Chief's Vehicle ó Replacement of the Durango is a low priority through CIP. The Board would like to know what maintenance is needed on the current Durango. The consensus of the Board was to not support the request for 2015.

Communication Enhancements ó Would provide for in-vehicle repeaters and upgrade of antennas on Mine Hill and would give the police better contact with Bow dispatch. The cost is \$52k. There is portable communication in only 60% of the town and the in-vehicle repeaters would raise the coverage to 85%. Last year repeaters were

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installed at various cisterns throughout town. These in-vehicle repeaters would benefit police, fire, and public works. Chef Vezina had done all the research and presented to CIP. He also has a coverage map of the town. Selectman Lawton would agree with the warrant article, but would like more information regarding coverage. The Board tentatively agreed to recommend the warrant article.

Washer/Extractor and Drying Rack ó Selectman Leary noted that the washer/extractor removes carcinogens from the fire fighters clothing. Selectman Bohl previously raised the issue as to where the water goes and the Board requested to know where the water goes. Vice Chairman Lacasse would be supportive of the washer/extractor request, but not the drying rack. The Board is supportive of the warrant article.

New Grader for Highway Department ó The request is for \$340k, with an estimated trade-in value on the current grader of \$40k. Mr. Redmond is getting specific costs and interest. The five year lease would reflect \$60k annually plus interest. The Highway Department maintains 40 miles of dirt and gravel roads. The 1991 grader does have a new transmission. Chairman Clow questions how much the backup grader is used. The Board would like to know the maintenance issues and costs to repair the 2000 John Deere. Mr. Redmond will be asked to bring forth more information for the next meeting. The Board took no action until after they speak with Mr. Redmond.

Six-Wheeler Plow Truck ó This request would replace a 2002 truck with 101,940 miles and 9,176 engine hours. It was discussed that Mr. Redmond would prefer to get rid of the Osh Kosh, which is too big for the roads of Weare and would like to remove it from the fleet. The warrant article would request a new or used plow truck because Mr. Redmond would like the option of purchasing a used truck if one was to be located. The 2002 would become a backup truck. Vice Chairman Lacasse would support the warrant article stating new or used. The Board is supportive of the warrant article.

Used 4- Wheel Drive Utility Pickup Truck ó Rated as low priority through CIP. The Board is not recommending.

DPW Study for New Building ó This would provide actual plans and specs on the highway garage to provide a fully detailed plan to present to the voters. Vice Chairman Lacasse thinks that the cost of the design could be included within a warrant article requesting a new building. He noted that there would be additional costs above and beyond the \$40k if the plans need to be changed. Mr. Redmond had previously mentioned that they would be able to get hard firm numbers on the cost of the building if they had a full plan. Vice Chairman Lacasse is supportive of the building, which would house the department's vehicles. Chairman Clow mentioned that people were concerned two years ago with there being no sprinkler system and the building not being large enough to accommodate expanding of the fleet. Selectman Lawton and Selectman Bohl are against spending \$40k for the study and would rather have the plans done when the building is approved. Any bond would have to allow for money to get the drawings done. The kind of information needed for a warrant article is schematic, not full plans. The consensus of the Board was not to recommend the warrant article at this time, but they are supportive of the building itself.

Trash Trailer ó Request for \$105k to purchase a trash trailer. The current trailer is structurally damaged and is not road worthy. The Board is supportive of the warrant article.

Skid Steer for Transfer Station ó The current skid steer is a 2006. The request is \$75k. Selectman Leary thinks that the cost needs to be reviewed. The Board will hold their recommendation until they receive more information on the request.

Bolton Field ó The request is for an engineering design and construction to increase parking and drainage at a cost of \$65k. The request failed last year. Selectman Leary noted that currently there is parking on both sides and an emergency vehicle would not be able to access, which is a safety issue. The consensus of the Board was to include the article on the warrant as recommended.

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Library Study ó A study to determine the need and affordability of a library expansion at a cost of \$15k. Recommended by the Library Trustees and has gone through the CIP process. The Board is in favor of putting the article on the warrant as recommended.

Cemetery Article ó CyPres Funds Request of \$20k; there is no tax impact. The Board is in support of the warrant article.

Chairman Clow noted that for the last two years there has been an article for wage increases for non-union employees. Chairman Clow suggested a 2% COLA across the board. This would include any eligible employees, but anyone in their probationary period would not receive. The amount to be distributed would be \$14,016.86. The Board was supportive of a warrant article and will work out how it will be distributed.

Road Reconstruction ó \$450k. The Board is supportive of the warrant article.

Noise Ordinance ó The Board discussed the draft Noise Ordinance presented. Town Administrator Bolton will make the edits as discussed and send the Noise Ordinance to the town's attorney for legal review.

Capital Reserve Fund for Transfer Station Improvements and Equipment ó During 2015 Concord Resource Recovery Association (CRRRA) will refund the town approximately \$90k. Mr. Redmond is recommending that they establish a Transfer Station Improvement and Equipment Capital Reserve Fund and fund it with the refund from CRRRA. His thinking is that there needs to be some reconfiguration of the Transfer Station because of the safety issues noted by Primex and Department of Labor. There is currently an equipment fund, but it is strictly for equipment. If this would pass, the following year they would request to put the additional money in the equipment fund into the capital reserve fund. Vice Chairman Lacasse is having trouble with funding the capital reserve with the CRRRA refund of overpayment, which could also be applied to reduce taxes. He thinks that it is easier to spend from a fund rather than to ask the voters, and thinks it is better to ask the voters for approval. Chairman Clow said if it goes into the capital reserve fund there will be a tax savings in the year that the changes are made that require funding because the money is already there. This is an opportunity to move forward with something that has to be done. If not approved the refund would go into the general fund. Selectman Lawton is in favor of Capital Reserve Funds and would like to see the reasoning why Capital Reserve Funds went away, but in this case he feels that the people of Weare overpaid and deserve to get the refund back. Selectman Lawton is not in favor of seeing this money go into the fund. Selectman Bohl thinks that the refund should go back to the taxpayers. Selectman Leary agrees with the refund going back to the tax payers and said that they need to discuss establishing Capital Reserves. The Board was not in favor of funding the fund with the CRRRA refund. The Board is in favor of establishing a Capital Reserve Fund known as the Transfer Station Improvement and Equipment Fund and fund with \$45k. This will become an article on the warrant. The Board would be in charge of any request to expend from the fund. The CRRRA refund will go into the general fund.

Conservation Commission ó Has two warrant article requests.

Lease Agreement with Historical Society ó A draft of article is needed.

The Board requested more information from Mr. Redmond on the grader and skid steer.

The Board requested more information from Chief Vezina on the ambulance, drying rack, where the water goes from the washer, and the communication article.

Budget

The budget is still in draft form and there are answers that are still needed. The proposed still needs work. Town Administrator Bolton said that she has done nothing but fill in the default with the 2014 budget numbers and is still waiting on some responses back. The 2014 budget of \$5,048,031 minus \$4,788,330.34, which includes everything approved before tonight leaves \$259,700.66 remaining in the 2014 budget. Chief Vezina is requesting

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to encumber \$10,687 from this year's operating budget for a pump that needs to be rebuilt at Lakes Region Fire Apparatus. After the pump request, \$25k for CRRRA, \$30k in payroll, and legal bills of approximately \$30k there will be approximately \$185k remaining in the bottom line. The Fire Department has \$24k in their bottom line budget. The pump did not pass inspection back in November.

The Board will need to make some changes to the budget after their nonpublic.

The Selectmen will review the budget line by line and bring forth any questions or recommendations to their meeting on Saturday, January 3rd; the time will be posted once determined.

MEETING MINUTES

Chairman Clow moved, Selectman Leary seconded to approve the minutes of December 22, 2014 as amended. Passed 4-0-1; Selectman Bohl abstained

MANIFESTS

Checks dated:

Gross Payrolls

Chairman Clow moved, Selectman Leary seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated December 31, 2014. Passed 5-0-0

Accounts Payable	\$524,851.26	(\$450,000 to Weare School)
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Gross Payrolls	<u>\$53,729.04</u>	(Includes taxes, credit union, insurance payouts)
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TOTAL	\$578,580.30	
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Also to order the Treasure to sign payroll checks dated January 8, 2015. Actual amounts paid and reports backing up the numbers will be included on the Manifest Memo at the next scheduled Board meeting.

ADMINISTRATIVE REPORT

Town Administrator Bolton distributed the resignation of Benjamin Knapp as Highway Foreman to the Board. Mr. Knapp has resigned to accept a position in another town. The position was posted internally today.

The current Comcast Contract expires in February 2015. Comcast is looking to renew the contract for another seven years. Comcast has made edits to the contract, but the Board has not yet responded.

The Dick Colburn Right of Way is going before the ZBA on January 6, 2015 and if successful there would be no need for a warrant article. If the issue is not settled by the ZBA then a warrant article would need to be written by Town Council.

CORRESPONDENCE

The Selectmen signed a letter, drafted by Vice Chairman Lacasse, defending the integrity of the Board in response to a letter received from a resident.

Chairman Clow noted that the Board will be going into nonpublic session to discuss negotiations and the Town Administrator's contract.

Chairman Clow moved, Vice Chairman Lacasse seconded to enter into nonpublic session @ 9:40 p.m. pursuant to the authority granted in RSA 91-A:3II (a&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, Vice Chairman Lacasse seconded to come out of nonpublic session @ 11:00 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.

Cherry Palmisano, Recording Secretary