

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 5, 2015**

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, Richard Butt, Jan Snyder, Frederick Hippler, Donna Osborne, Jon Osborne, Tim Maskiell, Richard Butt, Peter Flynn, Lori Davis

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

Chairman Clow moved, Selectman Leary seconded to enter into nonpublic session @ 6:30 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

Chairman Clow moved, Selectman Leary seconded to come out of nonpublic session @ 7:43 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 Bohl seconded to seal and restrict the minutes of this nonpublic session. Passed 5-0-0.

PUBLIC COMMENT ó Mr. Campana attended the Selectmenø budget workshop on Saturday morning and is concerned with the Board setting a new salary range for the police chief of around \$85k and a comment made that it may be higher. He noted that from Chief Begin to Chief Velleca there was a considerable salary increase. Mr. Campana said that there was also a comment made at the table when the consensus of the Board agreed to \$85k regarding keeping the òriff raff out,ö which offended him as a taxpayer. Mr. Campana has heard several times that MRI actually presented them with three very good candidates and they had trouble choosing between the three presented. Mr. Campana asked if the Board would consider those candidates riff raff if they were willing to take the position at \$78k. Chairman Clow said that the Board was presented with three candidates, one of which was eliminated on the first round, and the Board struggled between the other two. The amount of the contract became more of a negotiation after they made their decision to hire John Velleca. The Board had a range to stay in, but Chief Velleca negotiated his salary.

Mr. Campana noted that a couple of meetings ago it was suggested that since there is such an increase in the overall insurance, specifically the liability increase of \$193k, that the Selectmen go through the budget to find cuts to offset that increase, which did not happen and there has been no consideration of that increase. As a taxpayer it is not his fault that happened; it is the fault of management either in the Police Department or Selectmen, but the fault lies in management. He does not think that as a taxpayer he should shoulder that tax increase.

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Mr. Campana said that a Saturday's budget meeting the Board was quick to accept Sean Kelly's request of a Deputy Chief at a cost of \$62,400 and added a line in the budget for accreditation. Mr. Campana referred to an article in the first issue of the local paper regarding accreditation. The article states that out of the 243 NH towns, 9 towns have accreditation, which are all large departments and generally cities. The article also quoted Sean Kelly as stating that at this time next year we will be on the short list for accreditation. Mr. Campana said that he hasn't seen where the Board has discussed accreditation. He feels that if they are going to pay someone \$75k-\$85k they should be able to do that job and come equipped to do that job without accreditation. Mr. Campana commented on Sean Kelly suggesting to hire Mr. Sweeney as a consultant. Mr. Sweeney is retiring from Hudson PD, which is one of the department's with accreditation. Seems coincidental with the posting online for a chief and reserve officer hours with qualification of FBI or equivalent, CALEA accreditation, and 32 hours a week and that Mr. Sweeney is a known person to Sean Kelly and can't work over 32 hours because he is retiring. Mr. Campana stated that the Town of Weare is a pot of gold for department heads. He would really like to see a little more consideration given to the taxpayers. Chairman Clow said that Mr. Sweeney wrote up a detailed process to hire a Police Chief. The process includes a citizens group and professional group making recommendations to the Board. Mr. Campana said that it seems to be a coincidence with accreditation. Chairman Clow said that the Board is taking it slow, trying to piece together the process, and he is someone to guide them through the process. Selectman Lawton said that the Board did receive a request to add a line into the operating budget, but the Board has not done that yet. Vice Chairman Lacasse noted that when the Primex representative came to the Board he was asked if accreditation would help reduce premiums if the department just went through the process, but did not receive accreditation and the answer was no.

Richard Butt told the Board that there are notices for hiring a deputy chief and reserve officers for the Police Department on the town website. The notice says that the position will be filled by February 2, 2015. He asked where the Board will get the \$62k for the position if they end up with a default budget. In addition, the notice says it is a temporary position, but is budgeted for \$62k, permanent part-time and he thinks it should go before the voters. Mr. Butt does not know how the Board can hire someone for \$62k before the budget is even voted on. The notice for the reserve police officers says that they are required to have 20 years of consecutive service. Mr. Butt noted that the overtime was \$96k this year, which is the lowest it has been in recent memory, so why do we need reserve officers if the overtime is being managed. He does not see the need and does not see the funding in the part-time officer line. Chairman Clow said that the details are still not determined, but they are short of officers, and the chief is looking to fill-in when there is a shortage. Mr. Butt asked if Sean Kelly discussed this with the Board. Selectman Leary responded that he just found out on Saturday. Mr. Butt commented on Vice Chairman Lacasse saying that the Police Chief will be at the Selectmen's meetings, but he hasn't seen him in public meetings.

Mr. Butt asked about the status of the minutes of the Board's public meeting regarding the Police Department. Chairman Clow said they will have them, but the problem is that it was recorded and the recording did not work. They will have to go back and create the minutes from notes. Mr. Butt said that the entire two hour meeting is on YouTube.

Mr. Butt asked the Board if they have a contractual agreement with Sean Kelly. Chairman Clow responded that they do not have anything in writing, but they see him staying on for 6-8 months to give them time to find a new chief. Mr. Butt said so the Board is basically not in a rush to hire someone new and are paying an hourly rate. Chairman Clow said that they are paying him at the rate that the former chief was paid, salary, because of the load he is taking on. He is working 32 hours a week. Sean Kelly gets a vehicle and fuel to travel back and forth to Maine. Chairman Clow said that they will be getting something in writing. Mr. Butt asked if it is correct to say that the Board is not moving towards a new police chief because that person is in place. Chairman Clow said that they are moving slowly and he is doing a good job right now. There is no contract on paper. The Board is trying

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to keep in place confidence with him doing the job and looking at up to 8 months to have the entire certification process completed prior to making a change.

MEETING MINUTES

Chairman Clow moved, Vice Chairman Lacasse seconded to approve the minutes of December 29, 2014 as amended. Passed 5-0-0

The consensus of the Board was to include the article for Bolton Field on the warrant and their intent was to include the article as recommended.

The Board had talked about the capital reserve fund for the Transfer Station improvements and equipment and the safety issues noted by Primex and the Department of Labor. The Board discussed not placing money from the CRRA refund in that fund, but having a separate article to ask the voters to create the fund and fund with \$45k.

The Board was in favor of putting the Library Study article on the warrant.

2015 BUDGET DISCUSSION

The Code Enforcement fuel line was changed to \$950 and the total default bottom line was changed to \$5,251,011.

FD questions concerning ambulance

Chairman Clow explained to Chief Vezina that the Board has questions regarding replacing the current ambulance or fixing it. Selectman Bohl asked what is wrong with the oldest ambulance and what it will take to fix it. Chief Vezina responded that the ambulance has 87k miles, has been going on calls over the roads of Weare, and the 10 year old the truck has given a lot of its life up in performing its duty. The ambulance had \$4k worth of repairs in June and was out of service for several weeks, which put them down to one unit. Chief Vezina said that there are a lot of calls that overlap and there is a need for a second vehicle. In December the ambulance lost one of its rear wheels while transporting a patient to the hospital, there are several emergency lights in need of repair, the interior is tattered, and it is not worth putting any more money into. The ambulance has been inspected annually through the DPW. Chief Vezina said that they conduct in-house inspections almost every day, one a month the call company looks at the vehicle, and the per diems look at the ambulance every day. In total this vehicle needs to be replaced. It could possibly be stretched out another two years, but the town will be throwing money out the window to keep it going. With the 10 year replacement cycle if they start running the newer ambulance more, then they will get to a point when they both will need to be replaced at the same time. The miles are not that high, but the vehicle idles a lot, is always loaded and near GPW capacity everywhere it goes. The suspension is taking the brunt. Chairman Clow mentioned that they are looking at a lease and asked what portion of the lease payment over the five years could come out of the special revenue fund. Town Administrator Bolton said that \$94,115 was collected and the first \$90k goes to the EMTs. There is a cash balance of \$31,175 in the fund. Chief Vezina's figures have the balance at over \$100k and that was before December. Switching billing companies created a lag and Chief Vezina expects to do much better next year. Chairman Clow asked if it is a safe bet to say that at least \$15k could come out annually towards the lease payment. Chief Vezina explained that he is proposing an article to take up to \$34k from the ambulance billing fund to cover more hours because they are having an issue with weekend day coverage. There are Saturday mornings when the department depends on mutual aid and when they are re-toning 2 to 3 times to get to an emergency situation they are getting to a critical point. Chief Vezina feels strongly saying that this is revenue they get from ambulance billing and using the money to provide more ambulance service is a great fit.

Selectman Lawton mentioned that ever since they initiated the EMT program, they have been getting less response from the people in the department and he is not sure if it is resentment, people falling off, or because the EMTs are getting paid. Chief Vezina said that he hears comments such as "you would like me to be available and

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stay around my house on a Saturday to cover, but I get nothing for it at the end of the day. There are people that are willing to respond and when they can they do. The call volume has gotten to the point where it just keeps coming and it is becoming hard to muster a crew for Saturdays. We are using part-time people, some excellent and dedicated, not paying them retirement, benefits, or any overtime costs, which is extremely economical. Chairman Clow thinks that the program is absolutely necessary and noted that years ago surrounding area fire chiefs came to the Board regarding their towns providing services to Weare. Chief Vezina is asking to add the additional two days. Chairman Clow asked if the revenue from the ambulance billing will be able to cover \$90k for the per diem EMTs and \$34k for the additional two days. Chief Vezina noted that the warrant article will request up to \$34k so if there is not enough in the ambulance billing fund they won't be able to cover the per diem.

Chairman Clow moved, Vice Chairman Lacasse seconded that the Board would be in favor of supporting up to \$124k towards the payment of per diem employees. Passed 5-0-0

Ambulance ó If the ambulance article asks for \$231k it would reflect a \$0.28 tax increase, if the article asks for a five year lease of \$49,700 a year the annual tax impact would be approximately \$0.06 for five years. The trade-in value on the current ambulance is now approximately \$4k. Chief Vezina said that they can't lose sight of vehicle reliability, the strain on the two town mechanics, and that every dollar put into the current ambulance is throwing money out the window. It was noted that in not purchasing now, not only will the town spend money on maintenance, but the cost of purchasing a new ambulance will rise 3-5% in a couple of years.

Chairman Clow moved, Vice Chairman Lacasse seconded that they include the warrant article for the purchase of a new ambulance with a five year lease payment of \$49,778, which includes interest.

Vice Chairman Lacasse noted that it makes sense to keep on schedule considering maintenance costs, trade in costs, the increase in cost for a new ambulance, which all makes sense, but they need to balance it with the total cost. He would like to see the purchase postponed until next year and hopefully the town will be in a better position.

Chairman Clow noted that next year they will need to consider a one-time purchase to replace the Durango.

Chief Vezina noted that the engine purchase two years ago allowed them to reconfigure how they deploy vehicles and delayed some other purchases. The air packs will have to be replaced in 2017 for \$200k.

The Motion Failed 4-1-0

Communications ó The Board is tentatively in support of the article. Chief Vezina showed the Board a map of the coverage and how it will expand with the in-vehicle repeaters. He is proposing to add some black boxes allowing them to combine all three antennas at the same time to provide more of a 360 degree coverage. The Fire Department has been the lead because they have the maintenance radio contract. When in the field there is 85% coverage in vehicles, but the hand held radios only have 65% coverage. The in-vehicle repeaters will allow the handy talky to go through the vehicle and have broader coverage. This is truly a safety issue that needs to be dealt with. Selectman Lawton asked if they looked into if there would be a benefit in the signal if they went with Goffstown instead of Bow.

By consensus the Board is in support of the article.

Washer/extractor ó Anything that goes into the sanitary sewer goes into the septic. Where the trucks drain goes into a separate system. Selectman Bohl asked if the chemicals coming off the protective gear would affect the leach field. Chief Vezina has not heard anything about damaging the systems. They are already washing the gear and the water goes into the septic system. This washer would do a better job at extracting chemicals from the gear. Vice Chairman Lacasse noted that it may not be a risk to the environment, but to the function of the leach system. Chief Vezina said that he will look into it.

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Fire Chief Salary ó Town Administrator Bolton said that last year when Chief Vezina was hired for 25 hours and then took on the responsibility of doing the inspections. The Board had made the change that they would pay \$22.08 per hour for 30 hours. Chief Vezina said that when he took over the inspectional duties what was in the line for fire prevention and inspections was moved from that line and into the salary line. When he receives his check it doesn't specify any hours, it just has a weekly amount. When he fills in for the EMTs he takes his current salary and divides. On Monday November 3rd the Board of Fire Wards moved to increase Chief Vezina's hours to 32 and increase his hourly rate to \$30. Chief Vezina explained that he works way more than the 25 hours per week and he would like to be compensated for the hours that he works. Vice Chairman Lacasse noted that is why the five hours for inspections were moved into his salary. Selectman Leary asked if there are things that Chief Vezina could delegate to allocate him more time. Chief Vezina responded that he does not have anyone to do that type of work.

Frederick Hippler, Vice Chairman of the Board of Fire Wards, explained that when they discussed the Fire Chief at their last meeting they voted to increase the hours to 32 because he has taken on a lot more than 25 hours. They also looked at wages of comparable towns and the salary was lacking. Mr. Hippler said this was done with the understanding that the chief did say he doesn't work over 32 hours per week, but he does work up to the 32 hours per week. Chairman Clow said that there is an intermingling of the roles of the Selectmen and the Board of Fire Wards. If the Board of Fire Wards voted for that salary are the Selectmen obligated to put that amount into the proposed budget. The change in the salary represents a 36% increase. Selectman Lawton noted that all departments that Weare was compared to are full time departments and if you look at the inspections done in those other towns they are all commercially larger towns. Chief Vezina said that inspections are not the only thing he does in the course of his day he does the scheduling, maintenance, responds to calls, and inspections. He works really hard and works for many hours that he is not being compensated for. Chief Vezina said that the department and him, do a lot of things when they are not on a call. Mr. Hippler noted that they voted on the numbers, but not if it would be in both the proposed and default.

Chairman Clow said that now that the Board has their questions answered, they will look at the articles again.

Public Works

Grader ó The request for the new grader is \$340k with approximately \$40k trade-in value. The second grader that is a 1991 is used for sweeping, as a back-up machine, fills in for plowing, and grades town roads. Mr. Redmond said that they need to replace the grader that is primarily used or they will have to start replacing components. If they were ever to incur a \$40k repair bill they would not be able to cover it. The John Deere does not have a new transmission. If they didn't have 40 plus miles of dirt roads, the town probably could get away with not replacing it this year. Mr. Redmond said that Randy spends every day in the summer grading roads and this machine is as important as any other machine in their fleet. Mr. Redmond said that they can lock in a price for a new grader and he would like to replace it with another John Deere, but has catalogs for the four major brands. Selectman Leary said that there was a comment made about how much a new engine and transmission costs, which is far less than the \$60k year lease. Mr. Redmond said that is true, but that does include all the other parts that could break. The Drescher gets runs so few times, is not a front line everyday machine, can't predict repairing, it is in good condition, but he does not know when it will break down. Mr. Redmond said that the town voters have to accept the fact that equipment needs to be replaced to provide the level of service that they have now. He feels strongly about the need to replace the grader.

Chairman Cow moved, Vice Chairman Lacasse seconded that the Board recommend an article to purchase a new grader with a five year lease with the understanding that the cost before trade-in is \$340k. Passed 5-0-0

The Board is supportive of the article to replace the Osh Kosh with new or used plow truck.

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Study for the new building ó The consensus of the Board was that they are not in support of the article, but are in favor of replacing the building itself. Mr. Redmond mentioned going to Kurt Lauer for a biddable document. He does not think it is fair to the voters to not have biddable documents and solid numbers to vote on. He is trying to establish a benefits committee to help explain what the DPW needs, provide better plan, and the committee would help him make the presentation at Deliberative. The Bridge Bond expires this year, and the Ferrante property will be paid for next year. If the building was approved then it would be a time when all other debit is paid. Vice Chairman Lacasse said that the appropriate method is design/development and from that someone can put a positive number on the project and when that passes put the project out to bid. Vice Chairman Lacasse does not think having a biddable set of documents is necessary. Vice Chairman Lacasse said that he is in favor of having a warrant article, for a lesser amount taking them to the point of design development. By consensus the Board was in favor of the revised article.

Skid Steer ó The request for the skid steer is \$75k and the town would have to buy attachments such as a bucket and broom separately. Mr. Redmond said that they need something newer that is more dependable because this is a primary machine for the Transfer Station. It still has trade-in value, but they are having a lot of problems with it. Mr. Redmond said that a used skid steer would not have a warranty and he would not want to buy equipment that was out of warranty. Selectman Leary noted that a machine could be purchased for a lot less. Mr. Redmond will review the numbers.

Line 596, contractual fee to dump trash ó the estimated tonnage was exceeded this year and there was an extra 50 tons of trash that was not budgeted for. Mr. Redmond said that they need \$170k in the default or there won't be enough money to get rid of the trash. At some point there will need to be a discussion on trash from campgrounds. By consensus the Board agreed to put \$166k in the default budget.

Line 140, Highway overtime line ó the contractual agreement is for 3 years of wage increase. 2% this year when the contract started in April, plus steps. The hourly rates have been increased. The overtime line in the default is \$42k and needs to be \$46k. The overtime line did not increase last year and they also lost some higher paid employees that were replaced with newer employees. \$47,056 represents a pool of money into the default budget and the Board was supportive.

Mr. Redmond will work with Town Administrator Bolton and get the numbers into final form.

Transfer Station Monitoring Wells ó There was a \$2,200 bill in November and there are two other reports that need to be filled. The ground water report is done on a five year basis and Mr. Redmond said that he needs the full \$8,500 that was requested.

Mr. Redmond said that if the stipend for reviewing road conditions during hours when the PD is off duty is not carried into the default budget there will be no money in the budget to cover it and it will have to come from somewhere else or stop being done.

Town Administrator Bolton commented on putting the skid steer on the warrant and let the voters decide just like ambulance.

Fire Chief's salary ó Chef Vezina noted that the number in the default budget is actually less than what his current rate works out to. It was noted that the salary increase is a 36% increase in one year. Chairman Clow said to put the number in and if Finance Committee balks at this then the Board will have to make a revision at Deliberative Session. Chairman Clow wants to respect the role of the Board of Fire Wards in making a decision and bringing it forth. The \$46,050 salary will be in the proposed budget.

Chairman Clow said that the town has a CIP Subcommittee who meets with department heads and weeds out requests.

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The voters are the final say. It was discussed that the skid steer should go on the warrant regardless, but see what number Mr. Redmond comes up with.

Mr. Hippler mentioned that there is a lot that the Highway Department can do to repair trucks, but a lot that they can't because it is out of their realm.

Selectman Leary moved, Chairman Clow seconded to reconsider the motion to include the ambulance request on the warrant.

Selectman Lawton noted that the ambulance is the only request from CIP they are not putting on the warrant.

Chairman Clow said that when the ambulance was presented at \$230k, he went back to the Fire Department and asked them to get figures to lease the ambulance. The Board made adjustments to the proposal that came forth from CIP for the ambulance and police cruisers. Selectman Leary noted that they have taken the recommendations from CIP to get them to the document that they currently have for the Town Warrant. Chairman Clow said that this is one of the most important safety pieces of equipment in the town. Vice Chairman Lacasse thinks that of all the requests brought before them, this vehicle was in the best shape and could be deferred another year.

The motion Passed 3-2-0; Vice Chairman Lacasse and Selectman Bohl were opposed.

Vice Chairman Lacasse asked the Board if they want to add a warrant article to hire another position in the Police Department. Selectman Bohl would like to hear from Sean Kelly. Vice Chairman Lacasse said that if they are going to do it he would rather have a warrant article then include it in the budget. It was questioned if it is a temporary position. Chairman Clow said that they agreed to a temporary Deputy Chief when John Velleca was chief. Vice Chairman Lacasse said that it was for policies and procedures and to investigate the shooting at Lanctots. Chairman Clow said that the presentation also was that there was no one else on staff at the point in their career to be second in command. If looking at as temporary it is nothing different that they haven't done. Vice Chairman Lacasse said that the difference is adding \$62k to the budget, but when John Velleca did it he found the money within the budget. The Board agreed that if the request for a Deputy Police Chief goes in for the amount of \$62k it has to be a warrant article and not just included in the budget.

Town Administrator Bolton said that she just received the educational incentives this afternoon.

Warrant Articles remaining to discuss:

- Mr. Redmond's request for part-time Saturday help.
- Government Building and Maintenance Fund
- Fireworks
- \$20k for the Town Forester to come out of the Forest Account
- \$140k to purchase new town forest land

At this point there is \$155,669.28 remaining in the 2014 budget.

MANIFESTS

Chairman Clow moved, Selectman Bohl seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated January 8, 2015. Passed 4-0-0

Accounts Payable	\$94,871.32	
Gross Payrolls	\$43,663.51	(Includes taxes, credit union)
	\$11,335.74	(fire monthly and EMT)
	<u>\$2,789.88</u>	(missed ins buyouts)
TOTAL	\$152,660.45	

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Also to order the Treasurer to sign payroll checks dated January 15, 2015. Actual amounts paid and reports backing up the numbers will be included on the Manifest Memo at the next scheduled Board meeting.

The new Finance Administrator started today.

Chairman Clow moved, Vice Chairman Lacasse seconded to enter into nonpublic session @ 11:23 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

Chairman Clow moved, Vice Chairman Lacasse seconded to come out of nonpublic session @ 11:55 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 discussed the police negotiations for the upcoming meeting.

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary