

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 12, 2015

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

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Frank Campana, Jan Snyder, Kate Cloud, Lori Davis, Tim Redmond, Michael Meyer, Shane Despres, Jeffrey Brown

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

DEPARTMENT HEAD AND COMMITTEE ITEMS

Appointment to Zoning Board of Adjustment ó Chairman Clow asked Michael Meyer what interested him in becoming a member of the Zoning Board. Mr. Meyer said that he is a new resident to Weare, Air Force retiree, and his wife is a long-time resident. Weare will be his home for the rest of his life and he wanted to give back to the community. Vice Chairman Lacasse asked why the ZBA of all the Boards and Committees they have. Mr. Meyer said that Jack Dearborn is his neighbor and he felt it would be a good fit for him.

Vice Chairman Lacasse moved, Selectman Leary seconded to appoint Michael E. Meyers for a one year term as an alternate to the Zoning Board of Adjustment. Passed 4-0-0

Article 21 ó Skid Steer with a base price of \$51,034 plus five attachments for \$16,750 for a total of \$67,800. Do not know the trade-in value, but there is a value. The Board was in support of recommending the article with the changed price.

Mr. Redmond said that there is a 5% increase in the uniform contract annually. There is an increase in the boot allowance per their contract. He would like to remove the boot allowance from the Highway Uniform line and move it into the Highway Safety Gear line and do the same in the Transfer Station budget. The bottom line stays the same with the exception of the two contractual increases.

Election ó requesting \$100 for mileage to attend training

Town Clerk ó postage requesting \$3,000, office supplies requesting \$1,600

Tax Collector ó postage requesting \$7,750, default remains the same

Finance Administrator ó The new Finance Administrator started on Monday, January 5th. Tina Connor has been training her and her last day will be Thursday. They will need to pay Mrs. Connor two week's pay for a total of \$2,302, which will be put on a separate line and added to the bottom line.

The CRRA refund of approximately \$90k needs to be added into the estimated revenue. Mr. Redmond will contact CRRA and get an exact amount.

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Article 8 ó budget numbers have to be filled in

Article 9 ó CBA Police has an estimated increase of \$13,191. The contract negotiations have to be discussed in nonpublic. Collective bargaining agreements need to be approved by the voters. A 3 year contract was proposed last year, but did not pass. The department is thinking of changing bargaining agents and if they do that it would be important for the article to pass and the wording be in place this year.

Article 10 ó Proposed 2% COLA for non-union employees \$13,225

Article 11 ó Ambulance \$49,778 annually for five year lease agreement

Article 12 ó Additional hours of Per Diem request for an additional \$34,000 per year for the purpose of expanding the per diem daytime coverage for ambulance EMTs to weekend days allowing for coverage to be 7 days a week.

Article 13 ó Communication Enhancements \$52,200

Article 14 ó Washer/Extractor and Dryer \$20,000

Article 15 ó Road Reconstruction \$450,000, \$240,540 of which will come from the Highway Block Grant and \$209,460 to be raised by taxation

Article 16 ó New Grader to enter into a five year financing agreement with the first payment being \$71,458. There could be a trade-in value of up to \$40k. To purchase the grader outright would be \$340k.

Article 17 ó New or Used Plow Truck \$196,000

Article 18 ó DPW Garage Plans \$25,000

Article 19 ó To establish a Transfer Station Improvement and Equipment Fund and to raise and appropriate \$45k for the fund with the Selectmen as the agents to expend. There are things that need to be done to improve the safety of the Transfer Station. The intent is if this passes that any money left in the equipment fund would be put in here. The Board had previously discussed whether the refund from CRRA should be put into this fund, but the Board felt it was cleaner to have it listed as a revenue and then ask the voters for \$45k to go into this fund.

Article 20 ó New Trash Trailer \$105,000

Article 21 ó Skid Steer \$67,800

Article 22 ó Part-time Transfer Station Saturday Help \$7k. Currently a Highway employee is being paid overtime to work at the Transfer Station when needed, this would prevent the need to pay overtime and should result in a savings having this part-time position on a regular basis.

Article 23 ó Deputy Police Chief Position. Chairman Clow said that he spoke with Chief Kelly and explained why the request had to go on the warrant, but if the article failed there would be no way to get a Deputy Police Chief. Chief Kelly requested that the article be removed.

Article 24 ó Police cruiser \$50,000 to purchase one cruiser

Article 25 ó Bolton Field parking \$65,000 is an estimated cost for the project to increase parking and improve drainage and to expand and improve an undersized soccer field

Article 26 ó Library Study \$15,000 to perform a study to determine the need and affordability of a library expansion

Article 27 ó Cy Pres Money no tax impact, covers work on the inside of the walls of 36 cemeteries \$20,000

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Article 28 ó Hazardous Waste Day \$6,000 to cover costs of hazardous waste collection, unused balance is returned to the town

Article 29 ó Fireworks \$6,000

Article 30 ó War Service Credit increase from \$400 to \$500

Article 31 ó Historical Society Lease, the town recently purchased land adjacent to the cemetery on East Road for the purpose of cemetery expansion, which includes barns. The agreement with the seller is for Historical Society to use the barn for the cold storage of larger artifacts. If the article passes the Board will have to work out the specifics of the lease agreement.

Article 32 ó Town Forester \$20,000

Article 33 ó Conservation/ Town Forest Lands \$140,000

Article 34 ó Noise Ordinance; waiting for legal opinion

Article 35 ó Trustees of Trust Funds. This is a suggestion from the state, House Bill 297, to allow the Trustees of the Trust Funds to pay for capital reserve fund investment management services from the trust fund. The Board requested an opinion from the Trustees of the Trust Funds regarding this article being on the warrant.

Article 36 ó State Education Funding request came as a request from another town. The consensus of the Board was to remove Article 36.

The deadline for petitioned articles is January 13th; none have been received.

Jeffrey Brown commented on the contemplation about hiring a deputy police chief. Chairman Clow explained that initially Chief Kelly asked to put a new line in the budget for the deputy chief, but the Board did not think that was the right way to do it so they pulled it out and put into a separate article. Chairman Clow said that they are not talking about a permanent position, it would be temporary position for Chief Kelly to have a second in command while serving as interim Police Chief. John Velleca had come to the Board and said that he needed to have someone as second in command and he would fund the position from within his budget from the part-time line and the officer line in order to provide that stop gap measure. Chairman Clow said that Chief Kelly feels he needs a second in command, not full time, most likely 6 months or less. Chief Kelly had increased the part-time line in the budget prior to tonight and if he were to fill that position would use some of that money and wherever he could find it within the salary budgets. Mr. Brown said that the request was for \$62k. Chairman Clow responded that it won't be \$62k. Mr. Brown said that if it is being contemplating it will come from somewhere and should the position be a part-time or full-time deputy chief it should be brought to the taxpayers and not done behind closed doors.

Ms. Davis asked if it is a part-time position and they are looking to hire a full-time chief, are they to consider Sean Kelly will take that part-time deputy position. Chairman Clow said that there is a lot for the Board to work out, they have not had specific discussion, but don't see Chief Kelly staying on as Deputy Chief so he is not setting up a position for himself or anyone permanently. If they are going to create a permanent position it will need to go before the voters.

Mr. Brown said that a lot of people attended the public forum, which he thought was great. The one thing that taxpayers were saying at the meeting was that they were looking for transparency and for the Board to be upfront and looking into the budget to cover a position is not transparent.

Vice Chairman Lacasse said that he did not speak with Chief Kelly, but he asked for money in the part-time officer line, and he is guessing Chief Kelly was thinking if the article failed then there would be money in the part time line to have someone help him. Chief Kelly did not realize if the deputy police chief was in a separate article

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and it fails there is no way to hire that second in command. Chairman Clow said that if they do hire a second in command, they will be very specific, and Chief Kelly will have to tell them where the money will come from. The Board felt putting a separate line in the budget for the deputy police chief would not make it through Finance Committee and traditionally anything new goes to the voters to decide.

Mr. Brown commented that when Chief Kelly found out that "no means no," he decided to remove the article. He feels that the thing the town needs for coverage is officers on the road, not a deputy chief. Mr. Brown said that the explanation he just received drives home his fears and misgivings. He told the Board to let the voters decide.

Vice Chairman Lacasse said that they are voting on a bottom line budget and the chief feels that he needs a second in command because he is there part-time. Mr. Brown asked why they don't fill the Lieutenant position. Chairman Clow said because the Lieutenant is a union position, the deputy would not be union. When people become eligible and qualified to the extent they can be promoted that is when the promotion takes place. Selectman Leary does share Mr. Brown's position and noted that this was not brought to the Board's attention until after it was posted and should have come to the Board first. The bottom line is that the Board would have to agree with hiring.

Ms. Davis commented on Chief Kelly giving the explanation to cover various shifts and to cover the shifts they do not have. In looking at the budget she questions the authenticity of the lines and how valid each request is. Chairman Clow said that it has always been the policy of the Board that if a line is over spent the department head has to come to the Board and explain why and where the money will come from.

Chairman Clow said that at one point the town did have a part-time Deputy Chief and his salary was in the part-time officer line. After the position was not re-filled for a few years there was a high balance carried in the part-time officer line, which played into the overdraft from the overtime line. The Board will leave in the article for Deputy Police Chief and have more open discussion next week.

Line 113 for full time officers is based on present staff. There is one vacant base officer position for \$19.00/hr for patrolman.

Kate Cloud said that the biggest thing the Finance Committee was discussing was the Fire Chief's salary. The Board put the salary increase in the proposed, but not in default. The Finance Committee is asking that the increase be put on a separate warrant article. Town Administrator Bolton said that at their meeting the Finance Committee discussed it for quite some time and the Finance Committee would like the increase in a separate article just like increases for other positions. The Board of Fire Wards oversees the operation of the Fire Department and the Board of Fire Wards voted to increase Chief Vezina's hours from 30 to 32 and his rate of pay from \$22.06 to \$30.00 per hour. After the Board heard the Board of Fire Wards rationale they included the increase in the budget.

Lori Davis said that the Finance Committee was informed that there was a three year contract signed for the Town Administrator with a substantial increase. She asked if it was being voted on and if town council reviewed the contract. Chairman Clow said that contracts for individual employees do not go on the ballot. When the Board initially signed the contract there were public hearings, but this is a renewal. In 2014 the Town Administrator received \$65k+ and a \$6k educational supplement, the 2015 salary is \$74k and the Board eliminated the educational supplement. Ms. Davis asked if the Town Administrator is eligible for the non-union raise, which could total a 10-12% increase. Chairman Clow said that the Town Administrator salary is at the low end compared to towns of similar size. Chairman Clow noted that collective bargaining agreements go on the ballot, but individual salaries do not.

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Shane Despres asked why some salaries are voted on and some are not. Chairman Clow said that anytime something is negotiated in an agreement it goes on the ballot. The 2% COLA for non-union employees is something that they have always put on the ballot and he thinks that they could legitimately put into the proposed budget, but have never done that. Mr. Despres said the Town Administrator position is not voted on by the voters. The Town Administrator salary is itemized and is included in the budget.

Chairman Clow asked the Board if they want to entertain the issue of separating out the Fire Chiefs increase. Vice Chairman Lacasse would like to know what the Board of Fire Wards thinks before they act on it. Town Administrator Bolton will get clarification tomorrow and if they need to have something on the ballot she will have it there for next week. The possibility of the Board and the Board of Fire Wards holding a special meeting was mentioned. Mr. Hippler said that the Board of Fire Wards never discussed budgetary where it would come from, they just discussed the hours and increase. Currently the increase is in the proposed budget, but not in the default.

Jeffrey Brown said that the State Supreme Court says that all cost implications of collective bargaining go on the ballot, but salaries for Fire Chiefs and Town Administrators do not.

MEETING MINUTES

Chairman Clow moved, Vice Chairman Lacasse seconded to approve the minutes of January 3, 2015 as printed. Passed 4-0-0

Chairman Clow moved, Vice Chairman Lacasse seconded to approve the minutes of January 5, 2015 as amended. Passed 3-0-1; Selectman Leary abstained

MANIFESTS

Checks dated: December 31, 2014

2014 1st Quarter Corrections \$426.74

Checks dated: January 8, 2015

Reissue FD & Holiday Pay PD \$1,053.78

Chairman Clow moved, Vice Chairman Lacasse seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated January 15, 2015. Passed 4-0-0

Accounts Payable	\$27,827.96	
Accounts Payable	\$42,789.20	(December 2014 NHRS)
Gross Payrolls	\$45,948.28	(Includes taxes, credit union, police detail)
Accrual Payout	<u>\$9,383.49</u>	
TOTAL	\$125,948.93	

Also to order the Treasurer to sign payroll checks dated January 22, 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 reminded the Board that they need to discuss the Comcast Contract, which expires in February 2015.

Phil St. Cyr, Primex, will be delivering an envelope of information regarding the PRIME Program offered by Primex.

There will be a Public Hearing on Monday, January 19th at 7:30 p.m. for the 2015 Budget and Warrant Articles.

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Department of Labor Inspection Report ó there are items that will need to be addressed by putting out to bid. Chairman Clow asked if the Board if it would be okay for him to get three estimates for replacing the front tile, stairs, entrance way. Selectman Leary will contact contractors to provide estimates.

Chairman Clow noted that the purpose of the nonpublic is to review the labor contract with the Police Department. Chairman Clow and Town Administrator Bolton met with representatives of the PD last Tuesday and the Board has not heard the results of the meeting.

Chairman Clow moved, Selectman Leary seconded to enter into nonpublic session @ 9:25 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Vice Chairman Lacasse seconded to come out of nonpublic session @ 9:50 p.m. A roll call vote was taken, Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary