

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
February 23, 2015**

PRESENT: TOM CLOW, CHAIRMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN; JENNIFER BOHL, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Frank Campana, Lori Davis, Doug Alwine, John Vanloendersloot

Chairman Clow moved, Selectman Lawton seconded to enter into nonpublic session @ 6:30 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; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Lawton seconded to come out of nonpublic session @ 6:43 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Chairman Clow – yes. Passed 4-0-0

The Board met with two tax payers regarding payment arrangements for outstanding taxes.

Chairman Clow moved, Selectman Leary seconded to enter into nonpublic session @ 6:44 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; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Bohl seconded to come out of nonpublic session @ 7:37 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes;

Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Leary seconded to seal and restrict the minutes of this nonpublic session. Passed: 4-0-0

7:39 p.m. Chairman Clow called the meeting to order.

Chairman Clow opened the public hearing at 7:40 p.m.

PUBLIC HEARING (continued from February 9, 2015)

For the purpose of hearing public testimony and comment on the purchase of approximately 66+/- acres off Wildwood Road, Tax Map 407-004 for the sum of \$52,500

Funding for this project will come from the Town Forest Account, approved at the March 2014 Town Meeting and encumbered by the Board in December 2014. The Town will acquire the full fee ownership of this land. The property borders ecologically sensitive areas. A few years ago when work was done on Abijah Bridge the Conservation Commission had a check dam built in order to preserve the marsh when the water in the lake was lowered. There has been a lot done to preserve this area. The property is also adjacent to other conservation

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land. It will be town owned forest with no easement. If there was to be an easement in the future there would be a public hearing.

Chairman Clow closed the public hearing at 7:43 p.m.

Chairman Clow moved, Selectman Leary seconded to approve the purchase of 66+/- acres off Wildwood Road, Tax Map 407-004 for the sum of \$52,500 with funding to come from the Town Forest Account that was approved at March 2014 Town Meeting and encumbered by the Selectmen in December 2014. Passed 4-0-0

It was discussed that with this purchase the Town of Weare owns approximately 2,000 acres. The Conservation Commission tries to look for parcels that are contiguous with other conservation lands, unless there is some specific reason for preserving other land.

PUBLIC COMMENT

Frank Campana commented on the amount of overtime with all of the snow and mentioned that towards the end of last year the Board was considering petitioning DRA for emergency expenditure. He feels that the Board should ask the Public Works Director for a weekly report to see how the budget is going and not wait until July and August for the budget to be in trouble. Chairman Clow responded that they usually get a report monthly and after Town Meeting, once they find out what was approved, they will get budget breakdowns. Chairman Clow noted that the Manifest they just signed included \$15k worth of road salt and the reality is that at this point there is nothing they can do. This is the season when the Highway overtime budget is typically spent and then again at the end of the year. If 80% of the overtime budget is spent by March that is when it is expected to be spent.

COMCAST FRANCHISE AGREEMENT

Chairman Clow asked Doug Alwine if there is a cable drop at the Town Hall and the necessary wiring for program origination. Mr. Alwine said that apparently there is, although he has never seen it. The problem is that it gets used so infrequently he is not sure if it works and they would have to drag equipment over there to make it work, which he doubts anyone has ever done. Mr. Alwine commented on Comcast wanting a seven year contract, but they don't want to upgrade the equipment. If the town gives Comcast a seven year contract, the system probably won't be operational throughout the contract. Mr. Alwine said that the equipment is very old and he would like to explore the possibility of having Comcast run fiber from here to Deering. Selectman Lawton remembers Granite State discussing that they would like to have the ability to broadcast in the future and the contract is non-exclusive. Does a new provider would have to give them \$30k in advance like Comcast does? Chairman Clow is not sure if that equal treatment applies.

The Board discussed holding out to get fiber from here to Deering. Mr. Alwine said that the modulators are coax and they would need a new modulator here and at WMS. Selectman Lawton thinks there should still be a drop at the High School and when they negotiate the contract to make sure there is an operational drop at the High School. It is not known if Comcast would supply the modulators, but Mr. Alwine said to ask for them and see what happens. The Board will ask Comcast to go digital and replace the modulators. The contract specifies drops at Town Hall, JSHS, WMS, CWES, and Town Office.

Mr. Alwine noted that the issue with the sound is the location of the microphones.

The Cable Committee is looking for volunteers with expertise.

Town Administrator Bolton relayed the information she received from other towns regarding their contracts with Comcast. Weare is currently getting 3% kickback and \$30k upfront for the capital reserve. If the Board requests to raise the franchise fee to 5% then it would increase the revenue by \$50k per year. There is currently \$13,400 in the cable fund. Chairman Clow said that the Board can't allocate money upfront; the voters would have to

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vote to allocate money to the fund. Next week a Comcast Representative will come before the Board and the Board will request a 5% franchise fee, fiber from here to Deering, new modulators, and a drop at all specified locations.

Town Administrator Bolton said that people have called complaining about not being able to get the Comcast bundle. She contacted Granite State Communications and they told her that Comcast has to go to the state for PUC for approval to be able to provide telephone service.

POLICE CHIEF SEARCH PROCESS

Town Administrator Bolton told the Board that the background check will cost between \$3k and \$4k. Selectman Lawton suggested that both Alan Gould and Pat Sullivan come to the Board at different times. Chairman Clow said that they have to look at what would give them the best chance of getting the best fit for the town, not necessarily the lowest price. Chairman Clow explained that the Board met with members of the Police Department to get their view on what they were looking for in a chief and what characteristics they would want. Before the Board can post the ad they need to discuss the characteristics they would like in the new Police Chief. The Board all agreed that they will need to hold a meeting independent of their regular meetings to give this discussion the appropriate attention. The meeting will be open to the public and posted. The Board discussed whether Alan Gould and Chief Sullivan should be present at the same time or be given different times to attend the meeting. Town Administrator Bolton will ask them if they would be comfortable meeting together or if they would prefer separate times.

Chairman Clow noted that Selectman Lawton has been with the Board and he wants his input on the characteristics of the new chief before he leaves the Board.

Town Administrator Bolton will email the old ad and the possibility of meeting nights to the Board.

Chairman Clow mentioned having the job posted two weeks from tonight.

MEETING MINUTES

Chairman Clow moved, Selectman Lawton seconded to approve the minutes of February 9, 2015 as amended. Passed 4-0-0

Chairman Clow moved, Selectman Lawton seconded to approve the minutes of February 20, 2015 as amended. Passed 4-0-0

MANIFESTS

Chairman Clow moved, Selectman Lawton seconded to order the Treasurer to sign accounts payable and payroll checks dated February 26, 2015 as included in the following manifests:

Accounts Payables Manifest \$131,232.10

Payroll Manifest \$53,333.28 (Includes taxes, credit union, police detail)

TOTAL \$184,565.38

Payroll Manifest \$50,484.29 (check date 2/19/15 voted on at 2/9/15 Selectmen meeting)

ADMINISTRATIVE REPORT

Comcast Contract ó Bryan Christiansen from Comcast requested that Town Administrator Bolton correspond with him regarding what the Board discusses about the contract so that he can come to the meeting prepared.

PRIME ó Town Administrator Bolton did meet with Phil St. Cyr to discuss the process to go through to obtain PRIME. There is a self-assessment of what they can do that needs to be filled out. Town Administrator Bolton

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thinks that she can have it done by end of March once the Joint Loss Committee items are finalized at March meeting. Once the benchmarks are achieved, Primex signs off, and the 5% discount can take effect right away.

The Selectmen will hold a coffee hour before their March 9th call-in meeting.

Lori Davis commented that Highway Department has done a great job with all the storms.

OTHER BUSINESS

Selectman Lawton said that based on the incidents they have had, he would like to have Town Administrator Bolton sit down with every town employee to make sure they know about any updates in the personnel policy or new policies and have it signed off on. He would like to see new-hire information packets made for all new hires with all necessary information and make sure they all get signed off. He wants all the onboarding of new employees and their paperwork done by the Town Administrator and he does not want this left up to the department heads.

Chairman Clow moved, Selectman Leary seconded to enter into nonpublic session @ 9:15 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; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Leary seconded to come out of nonpublic session @ 10:00 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Lawton – yes; Selectman Leary – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Bohl seconded to seal and restrict the minutes of this nonpublic session. Passed 4-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary