

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 13, 2015**

PRESENT: KEITH R. LACASSE, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; JAMES LEARY, SELECTMAN; JENNIFER BOHL, SELECTMAN; FREDERICK W. HIPPLER, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Bill Bolton, Frank Campana, Sherri Burdick, Lori Davis, Sandra Boucher, Bob Boucher, Tiffany Rogers, Jan Snyder, Stephen Najjar

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

PUBLIC COMMENT

Tiffany Rogers told the Board that WMUR did a feature on the Weare Food Pantry to help advertise their need for a new location. Ms. Rogers found three town owned properties on roads that would fit their needs. She asked the Board if they were able to get donations of a slab, trailer, or a building that needs work, and volunteer tradesman would the town waive the permit fees. Vice Chairman Clow asked if they looked at the sites they are discussing to see if they would be suitable. Town Administrator Bolton said that they would have to discuss based on location because there could be a state driveway permit needed and it depends on the amount of work that needs to be done. Chairman Lacasse noted they would need to come to the Board with proposals. Sherry Burdick mentioned a building owned by Jerry Shin that he might be willing to donate.

Frank Campana mentioned the unfortunate incidents that have recently taken place in North Charleston, NC and Ferguson, MI. He explained to the Board that he researched those two police departments to see if they were accredited. The Ferguson PD is accredited, not CALEA accredited, but certified under The Police Chiefs Charitable Foundation, which is a state certification program. Mr. Campana described the responsibilities of that Bureau of Accreditation with 200 standards. Mr. Campana told the Board that the North Charleston, NC PD is CALEA accredited and was awarded a National Recognition Award at a ceremony held in Dallas, TX. He does not want to foot the tax bill to send representatives to a conference. Mr. Campana noted that the North Charleston, NC PD has 446 state of the art standards. He asked if the Selectmen know what it will cost to meet those 446 standards that will be dictated.

Mr. Campana told the Board that they are buying into something that is not good. They have dedicated and committed officers and a Police Chief and other towns do it without buying into a program. He noted that it was previously stated that the insurance will look at being accredited favorably. Mr. Campana mentioned that the department has an employee back that has baggage, not only from the Weare PD but passed PDs. Maybe there was nothing the Board could do, but Mr. Campana wonders how Primex feels and said that CALEA will not help with that baggage. Mr. Campana suggested to the Board that when they hear of cops behaving badly on the news they research to see if that department is accredited. Chairman Lacasse does not think anyone ever suggested that getting CALEA accredited means that officers will never make mistakes in the future, but there are specific

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to Weare and this is the program they bought into. Chairman Lacasse noted that they don't have the best past and are trying to put proactive steps in place.

Mr. Campana said that the Board is buying into something that more than the majority of the state is not buying into. There are other priorities in the PD such as unfilled positions and he asked if accreditation is more important than full staff.

Vice Chairman Clow said that personally he is 100% behind the accreditation process. He knows it costs money, but it is a necessity for the town and the cost is not the end all for everything. Vice Chairman Clow said that he learned things from other towns such as the initial certification, yearly review, and quarterly reports will take time, but will keep everyone in the department on their toes and lowers the likelihood of things happening. Mr. Campana asked why the employees can't take it upon themselves to keep on their toes. He noted that it is not just the money, but the 446 standards.

Lori Davis commended the Board and the Police Department. She mentioned that the Town of Dunbarton went through the CALEA process because they did not have procedures in place and without having procedures people didn't know how things went. Ms. Davis said that she is on the Finance Committee and she spoke with the Police Chief and Primex did bring up the 5% discount on the policy.

DEPARTMENT HEAD AND COMMITTEE ITEMS

Appointment to Conservation Commission

Chairman Lacasse thanked Bill Bolton for stepping up and joining the Conservation Commission. Mr. Bolton explained that in December he got a little hot under the collar about some things that he thought had to do with conservation. He talked to all parties involved and they set him in the right path. Mr. Bolton said that he thought if he was concerned with things like that he should join the committee.

Selectman Hippler moved, Selectman Bohl seconded to appoint Bill Bolton as a full member to the Conservation Commission for a three year term. Passed 5-0-0

CLOSING DOCUMENTS FOR WOLF CREEK PURCHASE

Steve Najjar, Vice Chairman of the Conservation Commission, distributed conceptual maps of the Wolf Creek area to the Board. The lot is 66 acres, which is a reduction in size. Mr. Najjar explained that in 1912 there was a conveyance to the group building a power dam at Horace Lake and the reduction from this parcel did not make it into the deed of Horace Lake. The same organization bought Fee Ownership and Flowage Rights to go up another 3ft from the 30ft. Mr. Najjar worked with Laura Spector-Morgan rather than surveying. He told the Board that this has zero impact on what the town is doing, there are two separate parcels. DES has ownership straight up through the river, they own absolute fee, when they bought land in 1912 for the deed. Mr. Najjar said that the language is now in the deed that the conveyance did happen. They do have a cost estimate to survey, but it is really not worth doing for their purposes. The cost for the land is \$50k, which is a good deal. The Conservation Commission and Laura Spector-Morgan agree with handling it this way if the Board also agrees they will proceed to close by mail. Vice Chairman Clow noted that the purchase is on both sides of the river. Mr. Najjar said that this is a good deal for the town with super high conservation value and everyone is behind it. The Selectmen had previously made a motion to approve the purchase and someone will have to sign on behalf of the town for the closing to proceed, which will be done by mail.

Selectman Leary moved, Vice Chairman Clow seconded to authorize Chairman Lacasse to sign the closing documents for Wolf Creek. Passed 5-0-0

Chairman Lacasse opened the public hearing at 7:32 p.m.

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PUBLIC HEARING: To hear public comment and testimony on the acceptance of up to \$10,000 worth of work to be done at the Stone Memorial Building being paid for by the Weare Historical Society (Continued from 4-6-15)

Sherry Burdick provided a list of contractors that she contacted to the Board and noted that all quotes are attached for the Board to review. Mrs. Burdick did attempt to obtain three quotes each for electrical, plastering, and insulation. Chairman Lacasse asked if the people contacted were the people on the town's vendor list and if there were people on the vendors list that weren't contacted. Mrs. Burdick said that she tried to contact people in town that she knows that do the work. Town Administrator Bolton noted that the list does also include vendors outside of town. Thuillier Plastering is from New Boston and was the only plasterer that returned Mrs. Burdick's call and submitted a quote. Mrs. Burdick walked all the vendors through the building separately. Selectman Leary commented on the removal and rewiring of the chandelier not being covered in the estimate. Mrs. Burdick said that it will cost \$1k to do that one light.

Chairman Lacasse closed the public hearing at 7:45 p.m.

Vice Chairman Clow moved, Selectman Hippler seconded to accept the bid of \$4,800 from Carrol Johnson for electrical work to be done at the Stone Building and to be funded by the Weare Historical Society. Passed 5-0-0. The funding of this project from the Historical Society is a gift to the Town.

Selectman Hippler moved, Selectman Leary seconded to accept the bid of \$2,105 from Energy Improvement Inc. for insulation work to be done at the Stone Building and to be funded by the Weare Historical Society.

Chairman Lacasse noted his concern about keeping the HVAC unit in un-heated or cooled attic space, citing ductwork condensation concerns. Mrs. Burdick said that to insulate that part of the attic, they would have to ruin the plaster in the attic.

Passed 5-0-0. The funding of this project from the Historical Society is a gift to the Town.

Selectman Leary moved, Vice Chairman Clow seconded to accept the bid of \$2,000 from Thuillier Plastering for plaster work to be done at the Stone Building and to be funded by the Weare Historical Society. Passed 5-0-0. The funding of this project from the Historical Society is a gift to the Town.

Mrs. Burdick reminded the Board of their discussion last summer regarding painting Clinton Grove. Tim Maskiell Painting recommends two coats be put on because it has been left so long and will be scraped down to bear clapboards. Mrs. Burdick noted this is just informational because she would imagine that the Board would like to put this out to bid. It will be funded by the Clinton Grove Account from Mildred Hall.

Mrs. Burdick contacted someone to take a look underneath Clinton Grove. The posts are rotted and there is a 7inch drop from the middle of the building to the south end. Vice Chairman Clow suggests that the Board schedule a couple of field trips in the near future. One to Clinton Grove and one to spend some time as a group looking at the second floor of the Town Hall, windows, and rot around the eaves in the back to start prioritizing what needs to be done. Vice Chairman Clow would like to see the Board move on these projects. The Board's site visit to Clinton Grove will be posted as a meeting and will give notice to abutters of Clinton Grove. Abutters will also be notified of the site visit to the Town Hall. Mrs. Burdick said that they will be looking at a bond issue to do the Town Hall second floor.

Mrs. Burdick asked if it is possible to get keys to the East Road barn so they can move equipment from Clinton Grove to the barn. Town Administrator Bolton will get a key.

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MEETING MINUTES

Vice Chairman Clow moved, Selectman Hippler seconded to approve the minutes of April 6, 2015 as amended. Passed 5-0-0

MANIFESTS

Chairman Lacasse moved, Chairman Clow seconded to sign accounts payable and payroll checks dated April 16, 2015 as included in the following manifests:

Accounts Payable Manifest	\$77,588.43	
John Stark Coop Manifest	\$500,000.00	(April Payments)
Capital Reserve Funds	\$177,200.00	(Appropriations voted at Town Meeting)
Payroll Manifest	<u>\$48,589.57</u>	(Includes weekly, police special detail, taxes)
TOTAL	\$803,378.00	

Vice Chairman Clow mentioned that included in the Manifest are some expensive vehicle repairs to the police vehicles. There is also report on some of the vehicles there. Vice Chairman Clow said that one vehicle request will not work because the Police Department is 3-4 vehicles down. He is thinking about a cluster purchase, to put a package together for a vendor to purchase vehicles over a 5 year period. He would like the discussion on the calendar to discuss.

Passed 5-0-0

ADMINISTRATIVE REPORT

Town Administrator Bolton has the Capital Reserve Request for the extractor and drying system for the Board to sign.

Two of three invoices have been received from R&R Communications for 12 repeaters and the installation. Town Administrator Bolton will be looking into the Bow Dispatch.

Vice Chairman Clow moved, Selectman Bohl seconded to approve \$46,514.50 to R&R Communications for the upgrades stated in the warrant article. Passed 5-0-0

The Board signed gravel tax warrants for Burt Brown and Mt. William.

The majority of the Board has not reviewed the 2013 audit, but the Finance Administrator has highlighted some items she had questions on and would like feedback from the Board.

The auditors were here all last week for the 2014 audit, which requires a signature from the chair of the Board.

Police Chief Search ó Town Administrator Bolton sent out an email to the eleven individuals that expressed interest. The John Stark Principal and John Lawton will be on the panel and the Board will be looking for four more volunteers. The Board decided that the interviews will need to be split up between the meetings on April 20th and 27th. Vice Chairman Clow asked if they are going to look at demographics and neighborhoods, so there is an agenda balance. The Board will discuss specifics in nonpublic. Town Administrator Bolton will schedule the interviews in 10 minute intervals.

The Board signed the second page of the MRI Addendum 1.

The Selectmen's agenda for April 20th will mostly consist of interviewing candidates for the community panel for the police chief search.

Selectman Leary moved, Selectman Hippler seconded to authorize Chairman Lacasse to sign the Engagement Letter from Vachon Clukay Public Accountants for the 2014 Audit. Passed 5-0-0

The Board will be entering into nonpublic session to discuss the police chief search.

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Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 8:20 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes; Chairman Lacasse – yes. Passed 5-0-0

Chairman Lacasse moved, Selectman Bohl seconded to come out of nonpublic session @ 9:15 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes; Chairman Lacasse – yes. Passed 5-0-0

Vice Chairman Clow moved, Selectman Bohl seconded to seal and restrict the minutes of this nonpublic session. Passed 5-0-0

Chairman Lacasse moved, Selectman Leary seconded to adjourn at 9:16 PM

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary