

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 22, 2015**

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

RECORDING SECRETARY: Kathleen Humphreys

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Frank Campana, Will Townsend (WCN), Frank Hebert (WPD), Payten Hebert, Wendy Hebert, Jack Dearborn, Alexander G. Gatzonlis (WPD), Barbara Fraiser, Renee Montplaisir, Jan Snyder, Lori Davis, Allison Montplaisir, Brandon Montplaisir, Susan Peterson, Bill Peterson, Kim McSweeney (WPD), Shane Arsenault (WPD), Samuel Rouse, Sheila Savaria (WPD), Ryan Frisbie (WPD), Christine Hague (WPL), Victor Sinadinoski (SNHPC), Jack Munn (SNHPC), Stephen F. Flander.

NONPUBLIC SESSION:

Chairman Lacasse moved, Vice Chairman Clow seconded to enter into nonpublic session @ 6:35 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

Vice Chairman Clow moved, Selectman Leary seconded to come out of nonpublic session @ 7:10 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

Chairman Lacasse moved, Selectman Leary seconded to enter into nonpublic session @ 7:11 p.m. pursuant to the authority granted in RSA 91-A:3II (b). 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 Leary seconded to come out of nonpublic session @ 7:16 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

7:17 p.m. Chairman Lacasse called the meeting to order. Chairman Lacasse stated that we are getting started late because of two nonpublic sessions. The first one was to meet with the Board of Firewards to discuss fire personnel. The second was a brief interview with a potential DPW candidate to hire.

PUBLIC COMMENT:

Resident and Historical Society Chairperson Heleen Kurk hopes the Board expediently does something about the Town Hall sign and requested to at least fix it temporarily until a better solution can be found.

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Resident Jack Dearborn said he missed the open session for the police chief's contract but wanted to say he was very pleased with the selection and thanked him for his good service to the town. *(Referring to Chief Kelly)*

DEPARTMENT HEAD/COMMITTEE ITEMS

Tim Redmond, DPW Director.

Mr. Redmond recommended Jessie Allatt as a candidate for Truck Driver/Transfer Station Attendant who has truck driving and snowplowing experience.

Vice Chair Tom Clow made a motion to hire Jessie Allatt as Truck Driver/Transfer Station Attendant at \$15.30 per hour. Selectman Leary seconded the motion. Motion passed 5-0-0.

Weare Police Chief Sean Kelly presented Lifesaving Awards to Officer Ken Cox and Officer Brandon Montplaisir for saving a man's life and Commendation Awards to Officer Sheila Savaria, Officer Shane Arsenault and Officer Montplaisir for their heroic actions to save a burning home.

Chairman Keith Lacasse swore-in Frank Hebert who was promoted to Lieutenant. His daughter Payten Hebert pinned the lieutenant's badge on her father's uniform.

Piscataquog Watershed

Jack Munn and Victor Sinadinoski from SNHPC were present to discuss Fluvial Erosion Addendum to Weare's Hazard Mitigation Plan. A map was presented with information. No action is required, it's informational.

The Weare Hazard Mitigation Committee identified that many of the municipality's culverts and stream crossings are projected to fail during the 25, 50 and 100-year storm events. Specifically, there are 31 bridges and culverts that would be threatened. While there is a very low possibility of human death or injury, there is a low-moderate threat to businesses and homes located in the watershed area and in a low-moderate potential impact on business services. Depending on the severity of the fluvial event, the estimated financial cost of an event could range from \$4.7 million to \$9.4 million.

A map indicated there are three extreme FEH zones, five very high FEH zones and nine high FEH zones and four moderate FEH zones. There is one very low FEH zone identified.

New Cable Franchise Agreement

Brian Christiansen, Comcast. New Cable Franchise Agreement

The upgrade will retire 6-7 old sites and rebuild three new sites, at the Town Office, John Stark and the Weare Middle School. The system is fiber and digital and will not require "tweaking". This would add about another \$2.50 per year to subscriber's bills. The biggest expense is electronics and cost would be expected to decrease in the future making additional upgrades cheaper.

Doug Alwine from the Cable Committee asked if the racks upstairs in the Cable Studio would need to be moved to the school and the answer was no. The school will be the final hub but things will stay the same.

If approved tonight the project can be in the 2015 building cycle.

Vice Chair Clow moved to approve the Comcast Contract as presented. Selectman Hippler seconded the motion. Motion passed 5-0.

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CALEA Certification

Chief Kelly is looking for a Selectmen's representative to accompany him to the CALEA certification meeting in Denver, Colorado on July 25, which is a Saturday. The Board was polled privately and individually by Town Administrator Naomi Bolton and they felt the chair or vice chair should go.

Vice Chair Clow moved, Selectman Bohl seconded the motion to approve the attendance of the Chairman of the Board of Selectmen to attend the CALEA certification meeting in Denver, Colorado. Motion passed 4-0. Chairman Lacasse abstained.

Town Owned Building Maintenance Project

Some of this topic will be under the Town Administrator's Report.

Library

Christine Hague, Weare Public Library Director was present to discuss replacing the carpet in the office which is as a result of the Department of Labor inspection and had vendor samples.

Sadie Paint Company and Carpets by Carrie are new quotes since the last meeting. It was noted that Carpets by Carrie's quote is for a carpet recommended for moderate traffic areas and has a lower price for a substantial product. It was noted all the quotes are for commercial grade and Ms. Hague felt they would get away a lighter grade because the carpet tiles will be installed in office space. The Board recommended checking on any ill effects of adhesives.

The Board will leave it up to the library to select the carpet. A vote was taken at the last meeting approving money for the project.

Town Building Project as of May 31, 2015

Balance in Government Building and Maintenance Fund	\$68,621.58
Library ó new carpet	\$ 2,500.00
Town Office ó lead abatement and building painting	\$16,800.00
Town Office ó asbestos abatement	\$ 6,500.00
Town Office ó new rubber tiles and treads	\$ 8,278.00
Town Hall ó new burner quote	\$10,000.00 (estimate)
Town Office ó insulate attic	\$10,000.00 (estimate)
Balance after above projects	\$20,043.58

Town Administrator Bolton provided clarification on the painting bids which are also under the district report for building maintenance. Sherman Williams is what was building bell tower and Clinton Grove used. Both bidding companies will use one coat of oil primer, after paint is scrapped, and two coats of latex. One bid recommends Benjamin Moore and the other California paint. There are only two quotes for lead paint removal.

For the flooring quotes Johnsonite Rubber Tile and treads were quoted. Only two bids were received.

Lead Paint Removal includes paint removal and painting and the Board discussed the bid, products and grades and would like to know the exact product in the bid.

Lead Paint Abatement and painting at Town Office

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Vice Chair Clow moved to award the lead abatement and building painting bid for the Town Office to JD Demolition & Asbestos Service, LLC at \$16,800.00 money to be taken from the Government Building and Maintenance Funds. Selectman Leary seconded the motion. Motion passed 5-0-0.

Asbestos Abatement

Vice Chair Clow moved to accept the bid of \$6,500.00 from All Demolition & Asbestos Services for asbestos abatement of floor tiles at the Town Office building to be taken from the Government Building and Maintenance Funds. Selectman Bohl seconded the motion. Motion passed 5-0-0.

Flooring

Selectman Hippler moved to award the contract to Flooring Associates of Londonderry to replace all existing tiles and stair treads for the sum of \$8,278.00 to come from the Government Building and Maintenance Funds. Selectman Bohl seconded the motion. Motion passed 5-0-0.

The Board felt a light brown or beige would work.

Town Hall Burner

The bids varied but most vendors quoted a Viessmann or Buderus burner. Selectman Bohl recommended to not go with a Viessmann. A whistle will be added to the tank. The discussion was if the tank should not be dug up and a new tank put outside. Converting to gas was an option so some companies bid the project three ways.

Selectman Bohl mentioned there is a lot of piping and had concerns about the low bid and if they are missing something. It was agreed to have them review their bid.

Currently, propane is \$1.71 and oil is \$3.22 per gallon. BTU was unknown but will be researched.

For the July 13, 2015 meeting expect final bids for the attic insulation, burner and Clinton Grove painting.

It was discussed to photograph the spires before taking them down for reference on how they are attached. The work is scheduled for this coming Saturday.

The doors and handicap spot are still pending.

MEETING MINUTES:

Vice Chairman Clow moved to approve as the minutes from June 8, 2015 as amended; Selectman Hippler seconded the motion. Passed 5-0-0.

MANIFEST, Dated June 22, 2015

Chairman Lacasse moved to approve the Manifest dated June 8, 2015. Selectman Leary seconded to sign accounts payable and payroll checks dated June 25, 2015 as included in the following manifests:

Accounts Payable Manifest \$ 184,359.23

Payroll Manifest \$ 62,012.15

(Weekly & monthly payroll, including insurance buyouts,
Deduction checks to vendors and payroll taxes)

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Payroll Manifest	\$ 10,907.30 (Employee accrued vacation payout)
Weare School District	\$ 3,000,000.00 (2015-2016 school year appropriation check dated 07/01/15)
Forest Fire & Detail Payroll Manifest	\$ 373.31 (Fire detail and June 11, 2015 Brush Fire)
TOTAL	\$ 3,247,651.99
Passed 5-0-0	

The following manifests were previously ordered to sign at the June 8, 2015 Board of Selectmen's meeting:

Payrolls Manifest	\$ 41,579.18 (Weekly payroll check dated 06/18/15)
Manifest	\$ 19,869.19 (Check date 06/18/15)

There is no Selectmen's Meeting scheduled for Monday, June 29, 2015 and Monday, July 6, 2015.

Please vote:

To order the Treasurer to sign payroll checks dated July 2, 2015 and July 9, 2015 estimated to be about \$80,000. Furthermore, to order the Treasurer to sign up to the amount of \$50,000 for the accounts payables that cannot wait until the next scheduled meeting of July 13, 2015 without incurring late charges or interest. Actual check amounts and reports will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting.

Selectman Hippler moved and Selectman Bohl seconded to approve the manifest to order the Treasurer to sign payroll checks dated July 2, 2015 and July 9, 2015 estimated to be about \$80,000. Furthermore, to order the Treasurer to sign up to the amount of \$50,000 for the accounts payables that cannot wait until the next scheduled meeting of July 13, 2015 without incurring late charges or interest. Actual check amounts and reports will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting. Motion passed 5-0.

It was discussed for account payable when forecast with vehicle replace it might help to have receipts for truck and purchase orders for the parts and service. For parts it should be label what truck they are buying for and this will make it easier to identify the money put into each unit and track where the parts are going.

TOWN ADMINISTRATOR'S REPORT

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The completion of PRIME should be completed by July 1, 2015, which would provide the Town with a reduction of the insurances. CALEA certification will provide an additional reduction but at this time it's unknown.

The Food Pantry moved this week to their new location at 613 South Stark Highway, at the former armory building which will allow them the ability to open a thrift store and have better parking.

The Board signed the Comcast contract.

Amended MS5 form for DRA was passed around for the Board to sign. Amendments have to be made and put in the fund balance. This is vital moving forward in October and if the town need to borrow fund throughout the year.

CORRESPONDENCE

A resident of 207 Thorndike Road made a complaint of roosters crowing. He is requesting that any noise ordinance go beyond dogs.

Hillside Cemetery Association, which is a private cemetery, did a timber cut and there was a tax bill generated of \$171.61. The association is appealing the timber tax charge as the timber cut was on cemetery land which is a nonprofit. Several pines were old, decaying and were rotting from the inside. The cut done at no expense plus the association received no money for the logs.

Vice Chair Clow moved to abate the timber tax for Hillside Cemetery Association of \$171.61. Selectman Bohl seconded the motion which passed 5-0.

Desroches Estate

The town received a letter from Charles Desroches who is now administrator the estate of Robert P. Desroches, his uncle, requesting to waive penalty and interest. The Board felt since he inherited the property and has accrued over time when taxes are due they would not recommend abatement. A letter will be sent.

The property had a lien in 2012 and outstanding taxes in 2013 and 2014 and half of 2015. On April 14, 2014 Charles Desroches was appointed administrator of estate.

PUBLIC COMMENT

None

Vice Chair Clow mentioned that tonight's police promotion provides the second in command that people had concerns about when discussing the chief's contract.

NONPUBLIC SESSION

Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 9:00 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

FINAL

Vice Chairman Clow moved, Selectman Bohl seconded to come out of nonpublic session @ 9:20 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 to seal and restrict of these nonpublic session minutes, Selectman Bohl seconded the motion. Passed 5-0-0.

There is no Selectmen's meeting on Monday, July 6, 2015.

ADJOURNMENT

A True Record.

Kathleen Humphreys, Recording Secretary