

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
September 10, 2012**

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

RECORDING SECRETARY: Cherry Palmisano

GUESTS: State Senator Bob Odell, Heleen Kurk, Sherry Burdick, Tim Redmond

7:06 p.m. Chairman Clow called the meeting to order.

PUBLIC COMMENT – Bob Odell, State Senator, told the Board that he resides in Lempster and is in his fifth term in the State Senate. He explained that as of the first Wednesday in December the districts will be changing and the Town of Weare is being added to his district. He is introducing himself to the Board in the event he is successful in winning the election so that he would be familiar with the Board should they need him. Weare now becomes the largest town in the new 8th District. Senator Odell has been the Vice Chairman of the Finance Committee since his election. He is the Chairman of the Ways and Means and serves on the Energy and Natural Resource Committee. He is enthusiastic about a new term and looks forward to being an effective spokesperson, to a balanced budget, and creating jobs for the State of NH. Chairman Clow commented that there is so much in the news regarding the polarization about the process and asked Senator Odell, having experienced both parties in control at different times, where he places himself in the process and working with others with different beliefs. Senator Odell said that he has been the Chairman of the Energy and Natural Resource Committee while under the control of both parties and he has a good relationship with both parties. Senator Odell said that there are lots of issues that are neither Republican or Democrat issues.

Heleen Kurk told the Board that Old Home Day was truly a successful day for the Town of Weare with great participation from exhibitors and attendees. She thanked the Selectmen for their participation and attendance and told them it would be nice to see a Selectman in the dunk tank next year.

Mrs. Kurk, Treasurer of the Weare Historical Society, told the Board that their fiscal year is October 1 to September 30 and she is working on next year's budget. She would like direction in what is going to happen with the flowers. The Weare Historical Society took care of the flowers this year and it was not budgeted for. They took over the planting and maintenance of the flowers because nothing was happening and there were no flowers for Memorial Day. Mrs. Kurk told the Board they are in need of one more barrel because it fell apart. The Historical Society planted \$250 worth of flowers and fertilizer in nine barrels. They would like direction before the end of the month as to the future of the flowers. Chairman Clow said that at one point the Selectmen did approve a project that included those barrels, but it was not communicated in time. Vice Chairman Butt said that the decision was made to have them contracted out, the contractor ordered all the flowers, and then the Historical Society decided to do it. Chairman Clow asked if they really need that many barrels. Mrs. Kurk said that one barrel is missing at the Stone Building. Some barrels only had one kind of plant, but one of their goals was to make sure there were plants there for Memorial Day. Chairman Clow said that based on the Board's intent this year, it is safe to say that the town will budget for the flowers.

FINAL

Sherry Burdick informed the Board that on August 29th the town received the Conservation License Plate Grant in the amount of \$9,750 towards the Clinton Grove Academy roof project. She asked the Board if it would be all right if she worked with Chip Meany to write a RFP for the project. A 3 tab shingle is recommended and is specified in the grant. She would like to get the RFP out fairly quickly. Vice Chairman Butt would like the Heritage Commission included in the process because it is part of their charter and they should be made aware of any work on any historical building in town. Ms. Burdick said that she can attend their next meeting. The Heritage Commission meets again on September 26th at 6:30 in the Selectmen's Conference Room. Ms. Burdick will work with Chip Meany to get the specifications together and then go to the meeting to present the information.

DEPARTMENT HEAD AND COMMITTEE ITEMS

DPW Fuel Tanks – Tim Redmond, Public Works Director, said that they have been under order from DES to get the overfill protection on the tanks for quite some time. They have been told by the vendor, Weber Energy, that if the overfill protection is not done they will stop deliveries. Mr. Redmond has the following three estimates to install the required overfill protection on the diesel and gasoline tanks.

Tank Testing Services of New England \$1,852.83

MBM Maintenance, New Boston \$3450

Gaftek Corporation, Bangor Maine \$4,375

Mr. Redmond told the Board that Tank Testing Services has done service for the town in the past. The work will be done properly and according to DES specifications.

The overfill protection is a visual and audible alarm that will notify them when the tanks are filled to 90% capacity. The tank is 35ft from the building. They would still stick the tanks to determine what needs to be ordered and then a certain amount of fuel will be delivered. DES is really pushing them to have certified tank operators employed by the town. Mr. Redmond and two town mechanics are now certified to operate the town tanks. Certified tank operators maintain the maintenance records, ensure that the pumps are not leaking internally, and keep an eye on the overall system of the tank. The old double wall steel tanks continue to pass the test, but in the future they will need replacement. Mr. Redmond will contact the petroleum company that installed the tanks to get some information.

Vice Chairman Butt moved, Selectman Lawton seconded to award the installation of two overfill protection systems to Tank Testing Services of New England in the amount of \$1852.83 with the money to come from the Government Building and Maintenance Fund. Passed 4-0-0

DPW to discuss replacement of the T2 truck – Mr. Redmond told the Board that he has been working with the State of NH to look for a replacement truck, but they can't guarantee him that they have anything coming in for the auction. Mr. Redmond discovered that Grantham is trading in their 1988 truck with 66,000 miles. The dealership is allowing Grantham \$9,500 in trade and is asking for \$10,000 to transfer the truck over to Weare. This truck has the same sander body that the town currently has. The truck will be ready next week. Mr. Redmond and the town mechanic went and looked at the truck and they saw no problem. The truck needs minimal preparation for use. There is a \$700 difference in the amount of the insurance check and what is needed to purchase this truck. Mr. Redmond told the Board that he has not utilized all the tree cutting line and can cover the \$700 overage out of that line. Vice Chairman Butt noted that Mr. Redmond is proposing \$200,000 to replace this vehicle in CIP. Mr. Redmond said that the replacement will be needed; this truck is to get the town through the winter. Chairman Clow commented that the cost for using this truck for the winter can be recouped when traded in next year. Selectman Lawton asked when a truck gets up towards 66,000 miles what causes replacement. Mr. Redmond said that they are in the salt business and the trucks rust. Vice Chairman Butt asked at what point in time they look at an alternative method of keeping the town roads plowed and commented that there is \$420,000 in requests this year going on the warrant. Mr. Redmond said that the alternative is to increase their maintenance program and possibly sandblast chassis's after 10 years of the life to

FINAL

try to extend the life of them. Previous CIP history was to have several years that the tax payers approved new trucks, but they have been 4-5 years where the voters voted no. Mr. Redmond said that they cannot plow the roads with the same trucks indefinitely. Vice Chairman Butt asked if sub contracting the plowing is an alternative. Mr. Redmond responded that it is an alternative. Mr. Redmond said that they would need to budget \$25,000-\$26,000 per season, per plow truck. The Town of Weare has thirteen plow routes and thirteen plow trucks. Chairman Clow asked Mr. Redmond if he got approval for a new truck and this one worked out, would he consider trading the Osh Kosh. Mr. Redmond said no, that truck has four wheel drive and can go anywhere and all the other plow trucks are rear wheel drive. The new trucks being proposed in CIP will be outfitted in stainless steel. The truck that Mr. Redmond is proposing to purchase is currently painted orange and they will leave it orange for the plow season and will put the Town of Weare seal on the door of the truck.

MEETING MINUTES

Chairman Clow moved, Selectman Leary seconded to approve the minutes of August 20, 2012 as amended. Passed 4-0-0

Selectman Lawton moved, Selectman Leary seconded to approve the minutes of September 1, 2012 as presented. Passed 4-0-0

POLICE DETAIL GUIDELINES DISCUSSION – Chairman Clow said that not having the map and list of streets is what is holding them up. Selectman Lawton mentioned the NH DOT guidelines states roads with 15,000 cars or more per day require an officer for details. Vice Chairman Butt said he does not know the specifications and visibility on all roads and would rather not identify all roads. He said that they want to provide options, more so than what is available now, for the contractors in town and still maintain the level of safety. He noticed that the Director of Public Works makes the determination in other towns, such as Goffstown, as to whether or not an officer is required. Chairman Clow said that he agrees they cannot make a determination on every road, but if they had map then they could sit down with the Public Works Director and the Police Chief to make determinations. Chairman Clow commented on River Road being a road that would require an officer. Selectman Lawton said that NH DOT guideline gives conditions on when officers or flaggers could be used. Chairman Clow said that could be objective. Selectman Lawton does not think they need to map the town out. Selectman Lawton does not think that based on the NH DOT guidelines that Weare has any requirements to utilize police officers. Vice Chairman Butt commented on the sink hole on Rt. 114 and flaggers being utilized and asked if the state is creating an unsafe situation by not using officers for flagging. He thinks the state feels it is not shown to be a dangerous situation. Chairman Clow would take a more moderate approach by listing the roads and they would involve people who know the roads better then they do to determine the safest traffic control. He thinks it would be a fairly easy task because there are not a lot of roads in town that are heavy traffic roads. Selectman Leary asked that if it is good enough for the state, why it would not be good enough for the town. He asked why they should put extra burden on companies coming in to town if the state does not and feels that it is hard to justify the presence of police officers as flaggers. Vice Chairman Butt prefers to utilize the Town of Auburn's guidelines for details and feels that the NH DOT guidelines pertain to state roads.

Chairman Clow said that there can be unique situations where it could be appropriate for the Chief of Police to make the decision if a situation was to arise and he feels police presence is required.

Selectman Lacasse entered the meeting at 8:25 p.m.

Selectman Lawton commented on using the stop/slow sign and the police not using the sign. He feels that in some cases it is safer with the flaggers and utilizing a sign.

Chairman Clow wants it to be clear with the roads identified and the controls that need to be used. He does feel that there are unique situations and there needs to be a contact person. It was discussed that the Town Administrator and/or Public Works Director should be the contact person in conjunction with the Chief of

FINAL

Police. If there was to be a unique situation that the Police Chief feels is dangerous he could contact the Highway Director and ask for an opinion, then there is not just one individual making the decision.

Selectman Lacasse can't think of a road in the Town of Weare that would require police detail. Chairman Clow disagrees and thinks that the blue lights from the cruiser help to alert people. Selectman Lawton thinks that the stop/slow sign is just as good as the lights. It was discussed that the mission is public safety and the safest way to do it is with flaggers. Selectman Lawton said that it is his opinion that flaggers are more visible and control traffic better. Vice Chairman Butt said that they should tell the Police Chief that this is the plan or to come in to tell them otherwise. He said that under normal conditions there is no road in the Town of Weare that requires police detail. Chairman Clow thinks that any state road which is 45 mph or higher and such as River Road, should have police detail.

Chairman Clow said that the feeling is that details have been overdone at times in the town, but he does not think they want to balance that by overlooking situations where it is needed. Chairman Clow wants the streets identified. The majority of the Board does not think there is a road that would be safer with police detail. Selectman Leary said that if they were to put together a list it would identify whether cones or flaggers were needed. Chairman Clow mentioned that Rt. 114 between the High School and Center Woods should always have a police detail. Vice Chairman Butt said that the contractor should make that decision or discuss it with the Police Chief and he can make the recommendation.

It was discussed that the town's policy could be that no police officer is needed for details on any road in town, including highways, unless there is a unique situation and in that case the need for a police detail could be determined by the Chief of Police with consultation from the Public Works Director. Chairman Clow thinks that they should have a list of roads and sit with the Highway Director and Chief of Police to look at their draft and discuss those that they do not have recommendations on. He feels this would help contractors in bidding on projects as to whether or not they are required to have a police detail. Chairman Clow mentioned holding a public hearing to have people come in to discuss unique areas of town that may require details. Vice Chairman Butt would like to have the Chief of Police and DPW Director tell them which roads require police detail. Chairman Clow said that they should hand list of roads and the three designations used to the Police Chief and the Public Works Director and ask them to create a draft of what in their opinion is the proper safety measure to take on that road to present to the construction companies. Vice Chairman Butt said that they currently do not have reasons as to why they are using police. Chairman Clow said part of it is the process, it is not just a matter of determining which roads, but involving people in the decision makes the policy stronger. It was mentioned that in certain circumstances flaggers are safer, but at night the blue lights from the cruiser make situations safer. The Board will get a map and a list through the Southern NH Planning Commission. Vice Chairman Butt thinks that the Public Works Director and the Police Chief should each identify roads separately and then compare.

OTHER BUSINESS

The Selectmen discussed their schedule for presence at the election to be held on Tuesday, September 11, 2012. Chief Begin would like to come before the Board to discuss the future of the canine program. The discussion will be put on next week's agenda. The Board will make a determination on whether the canine program continues or not.

A discussion regarding MRI will also be put on next week's agenda. Chairman Clow noted that there is a specific recommendation in the MRI report. They will not meet with MRI again until October because Alan Gould is not available until then. Vice Chairman Butt said that they have not decided as a Board if they are going to hire MRI or not. Their proposal fee is \$75 per hour. Vice Chairman Butt mentioned it is difficult to get together with them and they need the opportunity to make decision before going into negotiations. Chairman Clow said that MRI was going to give them language for negotiating. Chairman Clow told the Board that he

FINAL

asked a couple of towns where MRI negotiated to get some feedback. Selectman Lacasse said that their knowledge base seemed really good. Vice Chairman Butt said that they need to start negotiations.

Vice Chairman Butt said that at the third meeting of the CIP there was some confusion as to how the data is being submitted because it is inconsistent. The Fire Department has a \$10,000 request for computers. Chief Vezina said that part of his upgrade was going to be with the Police Department and using their server. Chairman Clow said that there was nothing in the warrant article that stated that. Vice Chairman Butt is concerned with no one tying all the computer needs together. He would like to see if Brian Grattan could look at the Fire Department computer system to see how it would tie together with the Police Department. Vice Chairman Butt thought that the Board made the decision last year to put computers as a line item and adding money to the computer fund. The Board will ask the Town Administrator to contact Brian Grattan to review the Fire Department computers. The Police Department is asking for three vehicles and one of their vehicles is going to the Fire Department. The Police Department is also requesting new tazers. The Fire Chief is requesting that his vehicle be replaced.

The Public Works Department is requesting over \$420,000 in equipment requests. The CIP is still gathering information and has not made any recommendations. Vice Chairman Butt suspects that everything will be recommended; there needs to be real good justification as to why not to recommend.

Vice Chairman Butt mentioned meeting with the Tax Collector. Chairman Clow said that they gave some direction as to how to proceed. Vice Chairman Butt would like to schedule a meeting with the Tax Collector.

The Board will be meeting with the Board of Fire Wards on October 8th.

Selectman Lawton commented that the Board should be more focused on what needs to be addressed and recommended utilizing a Google calendar. If an action items comes up members of the Board will receive continued notifications until the item is addressed and/or a decision is made. The Board considered the idea and will look into ways to provide reminders for action items.

Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 9:20 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lawton seconded to come out of non public session @ 9:55 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary