

# FINAL



## WEARE BOARD OF SELECTMEN MEETING MINUTES December 14, 2015

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

KEITH R. LACASSE, CHAIRMAN was not present

**RECORDING SECRETARY:** Kathleen Humphreys

**TOWN ADMINISTRATOR:** Naomi Bolton

**Vice Chairman Clow moved, Selectman Leary seconded to enter into nonpublic session @ 6:30 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; Vice Chairman Clow – yes; Passed 3-0-0**

**Selectman Hippler joined the nonpublic session at 6:45 pm.**

**Vice Chairman Clow moved, Selectman Bohl seconded to come out of nonpublic session @ 7:25 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes. Passed 4-0-0**

**The Board discussed police personnel matters.**

**GUESTS:** Frank Campana, Jan Snyder, Sherry Burdick, Beth Rouse, Lori Davis, Greg McDowell, Heleen Kurk and Steve Roberts.

**7:30 p.m. Vice Chair Clow called the meeting to order.**

Vice Chairman Clow stated that next week the Board will not be meeting because of the holiday and on behalf of the Selectmen he would like to wish everyone a very Merry Christmas.

### **PUBLIC COMMENT**

Historic Society Member Sherry Burdick addressed concerns about the Stone Memorial Building which was red flagged on Dec. 11, 2015 for gas leaks. Ms. Burdick will provide the Board with the long list of problems that include: large gaps in the duct work, wrong insulation, duct work not taped, incorrect tape used, and furnace not installed properly, design work incorrect, duct work incorrect and the long runs of flexible duct work. The Historic Society requested the Town Attorney address the problem of the sub-quality of contractor's work and that the contractor to be held accountable.

The Historic Society also requested the Selectmen address the doors at Town Hall which in her opinion, were not right from day one.

Historic Society Treasurer Heleen Kurk discussed the historic importance of the Stone Building and the need to maintain it. It was one of the first public buildings, first library, the Selectmen met there and it houses the

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Veteran's Memorial from the Revolutionary War to the Vietnam War. "It is the history of the town and we have the responsibility to the town and the future."

Resident Frank Campana mentioned a letter he saw in the Concord Monitor titled, "Weigh in on the Budget" written by the Hopkinton Budget Committee Chairman encouraging residents to attend meetings. He suggested Weare considers this approach. He would like to encourage the Finance Committee to hold their meetings at the Town Office so they can be televised.

Vice Chair Clow stated there was a warrant article that encouraged Boards and Commissions to televise their meetings. The Finance Committee does not fall under this because they are a Committee.

Finance Committee Chairperson Lori Davis mentioned the issue was addressed with Town Moderator John Foss. The RSA does not state the boards have to be on-camera. She wanted to remind residents the meetings are opened and everyone is welcomed to attend. They are posted in three places. Upcoming meetings are Jan. 4, Jan. 5 and Jan. 7, 2016.

Heleen Kurk felt it would be beneficial if board is in front of the camera.

Jan Snyder inquired if Mast Road has responded regarding the Town Hall doors. Town Administrator Bolton said she has not heard from them yet.

Greg McDowell asked the DPW Director if the old cruiser, which is currently being used by the Highway Department, is being taken home in the evening. Tim Redmond informed him the vehicle is used on official business only and stays in town at night.

### DEPARTMENT HEAD AND COMMITTEE ITEMS

Tim Redmond, DPW Director

Mr. Redmond requested a public hearing to address a Transfer Station fee schedule change since the goal is a break even status. The fee for electronics increased to 16 cents per pound.

Town Forester Jeremy Turner informed the DPW Director the logging operation on Chevy Hill Road no longer plans on constructing a hammer-head turn on the road. Trucks will turn around on-site.

### Bond request for Sugar Hill Road Logging Operation:

Mr. Redmond provided a copy of RSA Title XX, Transportation: Chapter 236 Section 10 in which "may make rules and regulation" and "bond requirement shall be equitably and reasonably applied to other bonded vehicles using the highway" were highlighted. At the last meeting the Board voted to approve a road bond for the Sugar Hill logging operation. Mr. Redmond spoke to the applicant then informed the board that the applicant felt their operation is being singled out and asked how many other trucking operations have a bond. The landowner is trying to maintain the farm and agriculture of the land by making more pasture for his cattle. Chief Vezina also visited the location. The highway crew will patch the bad corner.

Due to the RSA, Mr. Redmond asked the Board to reconsider their decision and revoke the road bond until the town makes rules and regulations and has bonds rules for all vehicles using the highway.

**VOTE: Selectman Leary made a motion, Selectman Hippler seconded, to rescind the motion for a bond on the Sugar Hill South logging operation on. Motion passed 4-0-0.**

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The CTAA Annual Budget Meeting was held on Dec. 10, 2015. The tipping fees at Wheelabrator Waste increased from \$65.31 per ton to \$66 per ton. This year's increase will be 1%.

Mr. Redmond handed over a check for \$91,467.00 from the ash landfill reserve funds at the end of 2015. He asked the Board to consider a warrant article to use these funds for a Transfer Station CIP for improvements and to address deficiencies.

### REVIEW 2016 BUDGETS

Line 596 Wheelabrator , will remain at \$170,000.

### POLICE DEPARTMENT

Chief Sean Kelly addressed the bids to install a vent in the evidence room. The request for an updated bid that included electrical cost from the low-bidder has not been received therefore Chief Kelly recommended awarding the contract to Granite State Plumbing & Heating, which is an in-town bid.

**VOTE: Vice Chair Clow moved, Selectman Leary seconded, to hire Granite State Plumbing & Heating for the amount of \$2,245.91 to install a ventilation system in the police department evidence room, funding to come from the Government Building and Maintenance Fund.. Motion passed 3-0-1. Selectman Bohl abstained.**

Mr. Kelly informed the Board a resident offered a generous gift donation of six new Bush Master Patrol Rifles but wants to remain anonymous. RSA 31-95 states that any donation would need Selectmen's approval.

The rifles retail for \$700 each. Once the rifles are no longer needed, they would return to the donor.

**VOTE: Selectman Leary made a motion, Selectman Bohl seconded, to allow the police department to accept the gift donation of six Bush Master M4 Patrol Rifles valued at \$4,200 from an anonymous donor. Motion passed 4-0-0.**

### POLICE BUDGET

Line 680 Communication Maintenance Service will be zero. The service contract will be included in the fire department's budget.

Line 150 Part Time Officer Wages was changed to \$72,000.

Line 530 Officer Education and 533 Tuition Reimbursement should reflect actual cost.

Chief Kelly mentioned due to New Hampshire Police Training and Standards Council budget cut they will no longer offer free Police Academy classes therefore the department will have to send candidates to a vendor at a cost. In his opinion, \$10,000 may not be enough for line 530 in the future.

Line 430, Building Maintenance: This line could increase due to additional security cameras needed at the Safety Complex. This could be a one-time purchase item.

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Line 688 Misc. Contracted Services: Software called Social Centennial helps identify people being re-victimized on the internet and allows the police to talk to the victims. It's a watch dog that searches keywords on public domains set up by the department. The line item was zeroed out but may be considered in the future.

After the hiring process and training, it's reasonable a School Resource Officer will not be available to be in the schools for about a year.

Line 660 Vehicle Maintenance/Replacement is tied to the warrant article for the cruiser. If the warrant passes at Town Meeting, this line will be reduced from \$30,000 to \$13,000.

Line 393 Police Accreditation: \$8,500 is for anticipated membership and training of Software Manager.

### **WARRANT ARTICLES:**

#### **Additional Police Officers:**

The Board discussed with Chief Kelly the warrant article requesting five additional officers and in particular how many officers would be needed for sufficient 24-hour police coverage. Three officers would make 24-hour coverage possible which would be 42 ten-hour shifts per week. The two additional officers would be the detective and SRO.

Police vehicles will go on the warrant but the language and figures needs to be updated.

#### **Fire Department Warrants**

Ambulance: \$83,163 for three years; \$51,300 for five years; \$63,250 for four year or purchase for \$237,000.

Jaws of Life is \$35,000 will be on the warrant.

Forestry vehicle: Raise \$30,000 plus \$30,000 from the special revenue fund. Additional money will be deposited into the fund in 2016. The Durango will be retired and replaced with a F450 or F550 forestry truck.

The process of the revolving fund to pay for daytime coverage was discussed as well as the need to purchase vehicles with CIP funds and moving forward what the most efficient process should be. Finance Administrator Beth Rouse drafted language for a warrant article which has been reviewed by DRA. It will be discussed at the deliberative session.

### **HIGHWAY DEPARTMENT:**

Highway Garage: \$1.36 million bond will be on the warrant. Town Administrator Bolton will provide figures for a 10 and 15-year bond.

Bond Reconstruction and Loader for \$185,000 will be on the warrant. It was decided the truck will not be on the warrant.

### **TRANSFER STATION:**

SCALES: An alternative discussion is for a warrant article asking the money be taken from the fund balance since \$90,000 is generate through trash refund which could pay for this without direct taxes. The Board was divided if they would support the scale warrant. Since the area may be redesigned in the future, waiting on this would be a viable option. Un-designated funds were discussed.

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The Board will support the skid steer warrant.

### **PARK & RECREATION:**

Chase Park Renovation for \$27,500 will go on the warrant.

Bolton Field upgrade for \$80,000 will go on the warrant especially since there are emergency safety upgrades.

### **CEMETERY**

\$10,000 for fencing. They have not met with the CIP yet.

### **HISTORICAL SOCIETY**

A warrant to amend the lease on the Gordon Brown land, tax map 203-94, to open up four times per year for the public to view the historic artifacts inside.

Permissible fireworks warrant will be considered. The Board was unsure about the noise ordinance at this time.

### **MEETING MINUTES**

Selectman Hippler moved, Selectman Leary seconded to approve the minutes of Nov. 30, 2015 as amended. Passed 3-0-0. Selectman Bohl did not vote and was temporarily out of the room.

### **MANIFESTS**

Vice Chair Clow moved, Selectman Leary seconded to sign accounts payable and payroll checks dated Dec. 14, 2015 as included in the following manifests:

<b>Payroll Manifest</b>	<b>\$</b>	<b>40,677.99</b>	(Weekly payroll including payroll taxes)
<b>Supplemental Payroll Manifest</b>	<b>\$</b>	<b>27,525.60</b>	
<b>Accounts Payable Manifest</b>	<b>\$</b>	<b>83,391.75</b>	
<b>Hillsborough County Payable Manifest</b>	<b>\$</b>	<b>994,764.00</b>	(2015 County Taxes)
<b>TOTAL</b>	<b>\$</b>	<b>1,146,359.34</b>	

As there is no Selectmen's Meeting scheduled for Monday, December 21, 2015,

To order the Treasurer to sign payroll checks dated Dec. 23, 2015 estimated to be about \$45,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$40,000.00 for accounts payable that cannot wait until the next scheduled meeting of December 28, 2015 without incurring late charges or interest. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting. Passed 4-0-0

### **ADMINISTRATIVE REPORT**

No Through Trucking is being worked on.

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Vice Chair mentioned another warrant for Government Building and Maintenance Fund. Town Administrator Bolton will provide figures.

### **PUBLIC COMMENT**

Resident Greg McDowell asked why the Board is not going after the liability insurance for the damage to Sugar Hill South Road. He provided photographs at a previous meeting. He also asked if the Chief Kelly could break down the number of calls per shift.

Resident Steve Roberts requested making the room more comfortable for meetings. The water fountain is noisy.

### **CORRESPONDENCE**

None

### **OTHER BUSINESS**

None

**Vice Chair Clow moved, Selectman Bohl seconded to enter into nonpublic session @ 10:45 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c) for tax payment. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes. Passed 4-0-0**

**Selectman Hippler moved, Selectman Leary seconded to come out of nonpublic session @ 11:10 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes. Passed 4-0-0**

**The Board discussed a tax payment arrangement and a personnel matter.**

**Selectman Bohl moved, Selectman Leary seconded to adjourn the meeting at 11:11 PM. Passed 4-0-0.**

### **ADJOURNMENT**

A True Record.