

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
September 26, 2016**

PRESENT: KEITH R. LACASSE, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; JENNIFER BOHL, SELECTMAN; FREDERICK W. HIPPLER, SELECTMAN JOHN (JACK) MEANEY, SELECTMAN

RECORDING SECRETARY: Kathleen Humphreys

TOWN ADMINISTRATOR: Naomi Bolton

Chairman Lacasse moved, Selectman Meaney seconded to enter into nonpublic session @ 6:05 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes. Passed 5-0-0

Chairman Lacasse moved, Selectman Hippler seconded to come out of nonpublic session @ 7:54 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes. Passed 5-0-0

GUESTS: Frank Campana, Jan Snyder, Gregory McDowell, Lori Davis, Beth Rouse, Richard Butt and Fire Chief Bob Vezina.

7:57 p.m. Chairman Lacasse called the meeting to order.

PUBLIC COMMENT

Resident Richard Butt wanted to publically remember Rod Wilson and mentioned his passing and his historical significance to the town.

Mr. Butt had a concern with a particular meeting that was not on YouTube. It was explained the Town Administrator reviewed it because of concerns of foul and inappropriate language. Once reviewed there was no inappropriate language during the public meeting, so it released to be put on YouTube.

Mr. Butt was also concerned about minutes being available according to RSA regulations. He cited examples such as the Fire Wards have not posted minutes for all of 2016 plus a few are missing from the CIP and ZBA. The Board clarified that minutes are due in 144 hours (five business days) not the 72 hours as Mr. Butt mentioned.

He also questioned how long electronic and taped meetings should be saved. Vice Chairman Clow reported that the town attorney advised years ago that the written minutes should be the official minutes and to keep recorded minutes for a certain period of time. Selectman Meaney volunteered to research recent laws in light of the changes in electronic media usage. The Board felt it was a great idea to put the videotaped meetings on YouTube because of it allows better quality video and sound but they are not sure how to remove uploaded video from YouTube. A policy will be developed.

FINAL

The Board thanked Mr. Butt and the Cable Commission volunteers for putting the meetings on YouTube.

Resident Lori Davis clarified the *Right to Know Law* requires 72 hours for minutes. Town Administrator Bolton said its 144 hours. Ms. Davis felt the broadcasts on YouTube are clearer and provide a lot more information than the written minutes. "It's hard for us to do minutes." She recommended archiving the recordings.

Resident Frank Campana wanted to review last week's meeting and felt the presentation from Police Chief Kelly in regards to the two educational course and grant money was not scrutinized enough by the Board. The Board informed him they had prior knowledge of the courses, costs and locations. Mr. Campana recommended when the police officers return from the educational courses they provide a public synopsis.

DEPARTMENT HEAD AND COMMITTEE ITEMS

2017 Fire Department Budget Presentation by Fire Chief Bob Vezina

Chief Vezina provided a Budget handout.

He explained that line 341 has been underfunded and this increase will help catch-up. The dispatch line increase of 2% is per the contract. An additional TuffBook was ordered for reports and patient care.

There is a \$10,000 reduction in protective clothing due to the fact it was increased over \$10,000 for the past three years but that time is over and it returns to the previous figure.

Electricity cost increased. The amounts for propane and heating oil are pending and are place holders.

Chief Vezina wanted to bring forth a proposal to build out coverage hours due to the decrease in volunteers and increase in call hours. He said, "Those two forces along with a few others we are in need of starting to look at paying people to be available for calls. The days of 200 calls per year and people waiting for the bell to ring are gone and we need to look at the future."

Monday through Friday there are 2-3 people at the fire station. . The challenging times to staff are between 5:00 p.m. ó 7:00 p.m. and 3:00 a.m. ó 5:00 a.m.

In the past 12 months the department lost 5-6 responders. Reasons were volunteers moved, got full-time jobs, or retired. Those people have not been replaced which puts more pressure on other responders to respond. Chief Vezina discussed responder fatigue which is a concern. He explained the classes and hours needed to complete certifications such as 240 hour course then an additional 212 hours for the fire academy.

Two licensed people are required to dispatch the truck. It was noted that younger people are not that interested in volunteering or hanging around the station. The geographic isolation and mutual aid groups make it challenging for the Weare Fire Department. "We are an island in ourselves and some of the issues we have are related to those," said Chief Vezina. Some of the mutual aid communities the fire department participates with are Deering and Henniker. They do not provide aid to Hopkinton and they do not go to Goffstown that often.

Some changes made since Chief Vezina took command are:

1. A supervisor should be on every shift.
2. Providing protection for female responders when they go to people's homes.
3. EMT certification is required for promotions as the department starts to build in dual roles.

The Weare Fire Department has dispensed Narcan about a dozen times this year.

FINAL

The difference is five minutes longer to get to a call when responders are not in the fire station and after 5:00 p.m. it is an additional five minute response time.

The Weare Fire Department has had an agreement with a paramedic student for the last year in which the department covers tuition cost in exchange for 10 hours of free work a week. A passing grade is required. Part of this agreement was the chief also does 10 hours of free service. The department will look for another student once this student graduates.

Sunday coverage is difficult. It cost \$10,000 to hire Sunday coverage this summer to help provide responders a break but this is not sustainable for 52 weeks.

PROPOSAL

- Add 48 hours of coverage per week (96% increase)

- Captures 78% of all calls (38% increase)

- Average 2.76 calls per shift

Cost: FY 2017 \$46,450 (14% increase)

If add four hours per evening, 7 days per week can capture 78% of calls.

The chief felt the value far exceeds the negative impact. Selectman Hippler, who is also on the Weare Fire Department agreed. He explained, "There is no doubt we have responder fatigue. I don't respond as much. I'm exhausted. We have a few new people. This is a move in the right direction. That availability of that med student has been a big help."

There was a discussion of intercepts and the lag time as well as the cost of \$550 in the Concord area or \$530 in Goffstown for paramedics. The department is down two paramedics. An intercept is needed when a person in serious medical condition needs a controlled substance or advanced airway.

Line 686 is for radios inclusive with police, fire and DPW.

Lori Davis to talk about Noise Ordinance Subcommittee

Lori Davis informed the Board the Noise Ordinance Subcommittee voted not to go forward with proposing a noise ordinance this year (5 yes, 2 no). They agree to submit a proposal for the following year. The committee would like more time to do a study, talk to residents and ask questions. They are tasked to ask the Selectmen to agree to the following year or the Selectmen write the ordinance. The Selectmen's consensus was to continue.

NONPUBLIC SESSION:

Chairman Lacasse moved, Selectman Ricky Hippler seconded to enter into nonpublic session @ 9:42 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes. Passed 5-0-0

Chairman Lacasse moved, Selectman Bohl seconded to come out of nonpublic session @ 9:50 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes. Passed 5-0-0

FINAL

Chairman Lacasse moved, Selectman Meaney seconded to seal and restrict the non-public minutes. Passed 5-0-0.

MEETING MINUTES

Tabled

MANIFESTS

Chairman Lacasse moved, Vice Chair Clow seconded to sign accounts payable and payroll checks dated September 29, 2016 as included in the following manifests:

| | | | |
|--|-----------|---------------------|------------------------------------|
| Payroll Manifest | \$ | 48,108.95 | |
| | | | (Weekly including payroll taxes) |
| Fire Dept. Payroll Manifest | \$ | 518.86 | |
| | | | (Fire Detail) |
| Accounts Payable Manifest | \$ | 34,424.4 | |
| John Stark Reg. Accounts Payable Manifest | | \$250,000.00 | |
| | | | (September 29, 2016 Appropriation) |

TOTAL **\$ 333,426.44**

Passed 5-0-0

ADMINISTRATIVE REPORT

-The doors for Town Hall have been ordered

-Gould Crane was at Town Hall and took down the spires and the trim. The wood on the upper part that holds the bell is getting soft. The bottom spires were taken off June 2015.

-DPW Garage. The committee and contractor met this morning. Surveying will start soon. They will meet weekly. The DPW garage clerk of the works/owners representative will be discussed in non-public.

-The test pits at the gazebo are scheduled for this week.

-The Noise Ordinance Subcommittee will meet Oct. 19, 2016.

-River Road Bridge. The contract is signed and materials have been ordered.

PUBLIC COMMENT

None

CORRESPONDENCE

None

OTHER BUSINESS

None

FINAL

NONPUBLIC SESSION:

Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 9:48 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 seconded to come out of nonpublic session @ 10:31 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

The Board discussed the clerk of the works/owners representative for the DPW Garage.

ADJOURNMENT

A True Record.

Kathleen Humphreys, Recording Secretary