

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
October 24, 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 @ 6:45 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes; Selectman Meaney – yes. Passed 5-0-0

Chairman Lacasse moved, Selectman Meaney seconded to come out of nonpublic session @ 6:58 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes; Selectman Meaney – yes. Passed 5-0-0

GUESTS: Frank Campana, Jan Snyder, Shelby O'Donnell, Jackie O'Donnell, Kristina Mitchell, Aralyn Mitchell, Mike O'Donnell, Brenda Cannon, Joshua Mitchell, Deslan Rutledge, Dan Rutledge, Jack Richman, Jr. Richard Burn, John A. Jeskevicius, Lori Davis, Robert D. Kiblin, Clara Rochman, Lydia Richman, Ryan Flaherty, Terry Rutledge, Jennifer Richman, DPW Director Benjamin Knapp, Carrie Flaherty, Megan Flaherty, Penny Savage Michael Sullivan, Robert Pare and Finance Administrator Beth Rouse.

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

Chairman Lacasse informed the guests the Selectmen were in a non-public meeting at 6:45pm to interview a candidate for a DPW position.

PUBLIC COMMENT

Resident Frank Campana asked the Board to not be his banker and return money from taxes and use undesignated funds to offset taxes.

Cable Committee member Richard Butt asked for a status update about digital recordings as official records. Chairman Lacasse replied he understood the official records are the meeting minutes and the committee does not have to keep the videotaped meeting records but it's nice to. The Board acknowledges they need to address a policy especially since there is video on YouTube and audio recordings. Vice Chairman Clow asked the Cable Committee not to change their procedures while the policy is being worked on.

Mr. Butt also noted the town website is still missing minutes. Mr. Butt discussed the quarterly report he saw for the Recycling Center and has an issue with being charged for bulk items and felt the community is being double charged.

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Robotics Coach Theresa Rutledge and a large group of Robotic League students asked the town to consider allowing wild flowers to grow in area of the town because they want to focus on the declining bee population. The Board thought it was a good idea and suggested to plan wild flowers by the town signs but asked the Robotics group to come up with a few suggestions.

Weare Farmer's Market Facility Use Discussion

Penny Savage was present.

The Weare Farmer's Market wants to rent the Town Hall every Friday from 3:00-6:00pm from October through May. Ms. Savage brought in non-profit paperwork and insurance documents. They rent tables to vendors. They are willing to work with residents who want to also rent the building during that time.

The Board would like to address the rental policy. Some members felt for a fee of \$70 to tie the building up until May should be reconsidered.

A lengthy discussion about the number of vendors and the operation occurred. Right now there are two vendors; one from Jaffrey and another from the Concord Area.

Ms. Savage mentioned that after she met with the Board last week she is now the Director of the Weare Farmer's Market and refused to list who else is on the Board. There are two Weare residents on the Board.

Chairman Lacasse moved, Selectman Hippler seconded to allow the Weare Farmer's Market to rent Town Hall. Motion didn't pass 2-3-0. Selectman Bohl, Selectman Meaney and Vice Chairman Clow voted no.

7:50pm. PUBLIC HEARING

For the purpose of hearing public testimony and comment on increasing the disposal fees of the CRT, televisions and monitors at the Transfer Station from \$0.15/pound to \$0.25/pound.

DPW Director Benjamin Knapp addressed the Board to explain the flat rate the town pays for a trailer has increased from \$985 to \$1,250 as well as most of the times the trailers are not full and they are losing about \$160 per load and the station is about \$2,000 short. He is proposing an increase to cover the cost and stated they are not looking to make money. *The Public Hearing closed at 7:57 p.m.*

Vice Chairman Clow moved, Selectman Meaney seconded to approve the recommendation of the Director of Public Works to raise the cost for electronic disposal to 25 cents per pound. Motion did not pass 2-3-0. Chairman Lacasse, Selectman Bohl and Selectman Hippler voted not in favor.

Chairman Lacasse moved, Selectman Bohl seconded to increase price to 20 cents per pound. Motion passed 4-1-0. Selectman Meaney voted no.

DEPARTMENT HEAD AND COMMITTEE ITEMS

DPW Director Knapp presented Hobart Kiblin for a position at the DWP and felt he was the best candidate. Mr. Kiblin was interviewed during the non-public meeting.

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Selectman Hippler moved, Selectman Meaney seconded to hire Hobart Kiblin for the DPW position at a rate of \$16.56 per hours to start on Nov. 8, 2016. Motion passed 5-0-0

LIBRARY BUDGET

Library Director Mike Sullivan presented the budget and paperwork stating the budget will decrease 3.7%. One change will be the Town will take over the payroll to save outside fees and make the process easier.

The Finance Committee had no questions.

POLICE BUDGET

Police Chief Sean Kelly presented the budget and paperwork.

The Animal Control budget increase is nominal. Chief Kelly mentioned the Animal Control Officer deals with complex animal cruelty cases and many of her cases are livestock and big animals. The vehicle was discussed and Chief Kelly noted it may need new tires.

Chief Kelly proposed line 324 be zero for the Contracted Prosecutor and hire an additional officer who is trained at prosecuting. The office can also be used for police duty when they are not busy with court cases. He noted that New Boston and Goffstown prosecute their own cases as well as the State Police.

It was noted the current prosecutor's contractor expires on Dec. 31, 2016 and it would be impossible to have someone on staff by Jan. 1, 2017.

Line 116 is for a Part-Time Secretary to relieve the Full-Time Secretary of doing the high-volume Right-to-Know request and gun permits which takes up a lot of her time. He provided data to support this.

The list of notes are:

1. Line 320 Prosecutorial Evidence Collection: This line will be to purchase hardware needed to support existing IMC software for evidence tracking, including a bar code system.
2. Line 390: Increase the accounts for contracted medical, psychological and polygraph required for police officer selection. Average \$2,000 per recruit.
3. Line 620: Officer/staff under previous administration were buying their own stationary, supplies, toilet paper, paper towels and day to day office expenses. This line will be the catch all for unanticipated materials needed during the year
4. Line 615: NHRSA 105:D1, Body Worn Cameras will go into effect Jan. 1, 2017 which will increase the circumstances in which body cameras need work. The Chief said this will increase data storage which is expensive and recommend a \$3,000 increase.
5. Line 618: Increase includes replacement of archived file cabinets with horizontal cabinets that will double the capacity and to purchase adult size lockers for storage of police uniforms and equipment and replace the student size lockers discarded from the middle school.
6. Line 635: No changes recommended, once staffing reaches authorized levels, including the possibility of SRO position, fuel use is likely to increase to normal levels.
7. Line 685: Digital radio/repeater for Mine Hill. Begin replacement plan for portable radios; two per year.
8. Line 686: Replacement of two outdated TASERs, simunitions, Red Man suit, increased training tempo in force options.

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9. Line 736: Consideration will have to be given to increasing this line to \$20,000 if A) if there is additional staffing changes in 2016; B) change to police prosecutor happens; and C) proposed patrol position and SRO position are approved by warrant/vote.
10. Line 738: Some new vests will be purchased using line 736. The Selectmen should consider that this lien will go up as much as 50% in 2018, 2019 and 2020 and cycle every fifth year as body armor expires.

2016 tax rate setting:

Beth Rouse, Town Finance Director provided a 2016 Tax Rate Setting Projections document.

Ms. Rouse stated the Town has \$1,597,896 in Unassigned Fund Balance and an overlay of \$27,000. She mentioned the DRA suggests keeping 5-17% of the unassigned fund balance for emergency.

The Board discussed the various options. Looking ahead to future big ticket items was discussed.

VOTE: Chairman Lacasse moved, Selectman Meaney seconded to set the total tax rate at \$22.31 using \$150,000 from the unassigned fund balance. Motion failed 3-2-0. Vice Chairman Clow, Selectman Hippler and Selectman Bohl voted no.

Vice Chairman Clow moved, Selectman Hippler seconded to apply \$100,000 for the tax rate for a total rate of \$22.37. Motion passed 5-0-0. This indicates a reduction of \$0.04 from last year's tax rate.

MEETING MINUTES

Chairman Lacasse moved, Selectman Hippler seconded to approve the minutes of Oct. 17, 2016 as amended. Passed 4-0-0. Selectman Meaney abstained.

MANIFESTS

Chairman Lacasse moved, Selectman Hippler seconded to sign accounts payable and payroll checks dated October 27, 2016 as included in the following manifests:

Payroll Manifest	\$ 49,403.37 (Weekly & monthly payroll including payroll taxes)
Accounts Payable Manifest	\$ 308,605.45
Supplemental Accounts Payable Manifest	\$ 891.47
John Stark Regional Manifest	\$ 250,000.00 (Oct. 27, 2016 Appropriation)
TOTAL	\$ 608,900.29

Passed 5-0-0

ADMINISTRATIVE REPORT

-Town Administrator Bolton presented a request of \$10,000 to Onyx for the Chase Park Bathhouse Renovation.

VOTE: Vice Chairman Clow moved, Chairman Lacasse seconded to authorize the payment of \$10,000 to Onyx Construction, money to be taken from the Chase Park Repair Fund. Motion passed 5-0-0

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-Town Administrator Bolton informed the Board the Health Officer has concern about ongoing issue with a property on North Stark Highway that was taken for taxes. The building has no heat or electricity. It needs to be winterized before the pipes burst. It needs to be cleaned because there is food in the fridge and lots of trash.

-There is an approved Intent to Cut on Worthly Road. A timber company to looking to improve the road to get timber out, using Worthley Road to Colby Road which is a Class VI road that intersects with a Class V road. The Board discussed if there will be recourse if the road is damaged. DPW Director Knapp will be put in charge of keeping tabs on the project.

-Election Day Assignments: Selectman Bohl can be available in the morning and will be relieved by Selectman Hippler. Selectman Meaney can be available from 7:00 am until about 3:00 pm. Vice Chairman Clow and Chairman Lacasse will also be available.

PUBLIC COMMENT

Resident and Finance Committee member Lori Davis commend the Board on their decision to keep money back for next year and noted the town has some big expenses. She also mentioned the schools are pushing for an Energy Efficiency Study.

Ms. Davis asked if the Noise Ordinance Committee can have a survey available on Election Day. The Board approved the request. She also mentioned the Finance Committee is not planning to meet in November.

Resident Frank Campana said he thinks the Board didn't do enough in regards to the tax rate.

CORRESPONDENCE

Chairman Lacasse read the public hearing notice for Monday, Oct. 31 at 7:30pm to accept \$47,400 from estate of George and Joan Buxton for the benefit of the Weare Fire Department and Rescue Squad.

OTHER BUSINESS

None

Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 11:03 p.m. pursuant to the authority granted in RSA 91-A:3II (c). A roll call vote was taken Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes; Selectman Meaney – yes. Passed 5-0-0

Vice Chairman Clow moved, Chairman Lacasse seconded to come out of nonpublic session @ 11:21 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes; Selectman Meaney – yes. Passed 5-0-0

The Board discussed and signed a letter of agreement with Avitar Associates for assessing public utilities.

ADJOURNMENT

A True Record.

Kathleen Humphreys, Recording Secretary