

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
November 14, 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

**GUESTS:** Frank Campana, Jan Snyder, Richard Butt, Lori Davis and DPW Director Benjamin Knapp, Eric Fielding, Burt Brown.

**7:00 p.m. Vice Chairman Clow called the meeting to order.**

**PUBLIC COMMENT**

Resident Burt Brown voiced a concern about the condition of Duck Pond which has a water level 2.5 feet below where it should be. He reported the DOT removes the beaver dam weekly because they do not want it to wash out Rt. 114. He said it's a pretty pond and something has to be done to help out.

Resident Eric Fielding visited Chase Park about 60-70 times this past season. He has a concern about smoking on a public beach which he feels is inappropriate and setting a poor example for children. He has concerns about the health of non-smokers who breathe in the smoke and the fact that children dig up cigarette butts in the sand. He also believes it's a small population that smokes on the beach but it affects all the residents at the beach.

Mr. Fielding felt it should be prohibited or need to compromise, at least prohibit smoking on the beach and added, "New Hampshire is live free or die but I don't want our children to die from second-hand smoke."

The Board can talk to the Parks and Recreation Committee.

Resident Richard Butt asked if there will be a joint meeting with the Selectmen and the Finance Committee.

Resident Frank Campana inquired about the trade-in value of the truck and backhoe. DPW Director Knapp does not know the trade-in value yet but it was not for lack of trying. Mr. Knapp also warned about publicizing the trade-in values from possible companies because they vary greatly and that is part of the negotiating process.

Richard Butt asked about the Ash Credit but that information is not available.

**DEPARTMENT HEAD AND COMMITTEE ITEMS**

**2017 Budget Discussion, Review Revenues and Default Budget**

Finance Director Beth Rouse provided budget worksheets.

**Default Budget:**

## **FINAL**

RSA 40:13 9 was read.

The Board reviewed the budget worksheet with Ms. Rouse.

Some points of discussion were:

- Contracts for anti-virus and postage will increase due to contracts.
- Elections are reduced because of only one next year.
- Tax collector increase payroll and computer support program.
- Assessing: payroll and tax cards online increased the line.
- Legal and bond counsel fee was a one-time in 2016 so now decreased.
- Finance Administration, software for payroll went up.
- Health Insurances increased
- Police: New officers did not take the insurance. NH Retirement system increased.
- Dispatch and IMC maintenance contract increase
- Protective Clothing line 341 is reduced \$10,000. (3 year agreement)
- Highway Department: Line 401 increased because the employee did 30 hours at the Transfer Station and 10 hours in the Highway Dept. but now all will be coming from the highway budget therefore the Transfer Station will decrease.
- Line 501: One-time expenditure for tree planting, which will be done this year.
- No changes in Health & Welfare, Parks & Rec., Library, Economic Development or Patriotic lines.
- Long term debt has been paid off but the Garage Bond will be added.
- Capital outlay for the grader lease and ambulance were lower than expected.

**CIP proposal:** Chairman Lacasse arrived at 7:47 PM.

**Approved:**

Highway:

Road Construction

New 10-Wheel Plow Truck

Fire Department:

SCBA

AC Power for Repeaters

Police Department:

Three Cruisers lease/purchase

**Not approved:**

Backhoe Replacement

**Tabled to next meeting:**

Boat Ramp Replacement

The Finance Committee had no questions.

## **MEETING MINUTES**

**Selectman Hippler moved, Selectman Bohl seconded to approve the minutes of Nov. 7, 2016 as amended. Passed 4-0-0. Chairman Lacasse abstained.**

**FINAL**

# MANIFESTS

**Chairman Lacasse moved, Selectman Meaney seconded to sign accounts payable and payroll checks dated November 17, 2016 as included in the following manifests:**

<b>Payroll Manifest</b>	<b>\$44, 836.30</b>
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(Weekly payroll including payroll taxes)

<b>Accounts Payable Manifest</b>	<b>\$76,401.82</b>
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**John Stark Reg. School District Manifest \$250,000.00**

<b>TOTAL</b>	<b>\$ 371,238.21</b>
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**Passed 5-0-0**

## ADMINISTRATIVE REPORT

- The Town Hall doors have not arrived yet.
- Efforts are on-going to communicate with Team Engineering.
- Noise Ordinance Subcommittee meeting will be Nov. 17, 2016 at 7:00 p.m.
- Feasibility- Firing Range Subcommittee will meet Nov. 22, 2016 at 7:00 p.m.
- The Finance Committee will meet Wednesday, Nov. 16, 2016. Two Selectmen can attend and if more want to attend the meeting will need to be posted.
- Actuals at the end of October were at 24% remaining.
- The Patrol Room carpet needs to be replaced because it is worn. The three bids range from \$906-\$1,376 for a 176 square foot room size. The Board would like to know the type of carpet tiles and materials that will be used and the disposal of the old carpet.

## PUBLIC COMMENT

Richard Butt asked why the Board did not approve both pieces of equipment for the highway department. He felt the backhoe was also necessary and that both purchases would be off-set. He noted the CIP only has an appropriation for 2022 which is \$25,000 for boat and \$50,000 for car 1 and inquired if there will be major purchases coming up. He heard tonight the DPW needs a new truck every year.

Mr. Butt would like any leftover money from a CIP purchase to be returned to the voters and to be taxed only on what the purchase price was.

Frank Campana is in agreement with Mr. Buttø comment that there is off-setting money and would like to have both items on the ballot. He has been on the record to use unreserved fund balance to offset an article but these are different. He would like to see the money used instead of holding it another year.

Vice Chairman Clow clarified if there is an appropriation, any difference goes into the undesignated fund balance but that will be a year away. This year they could use the 2015 undesignated fund balance to reduce taxes. It was noted the town attorney recommended using the words "up to" which is the same as putting the exact amount expected. The town is always allowed to spend less.

## **FINAL**

Mr. Campana suggested asking for the money for new cruisers and outright purchasing them. He felt the money would be better spent on vehicles than on repairs. He was informed the town can purchase them for \$1 each at the end of the lease period.

### **CORRESPONDENCE**

Town Administrator Bolton addressed a letter dated November 2, 2016 to the Selectmen from the auditor. One point made was that tax liens be done on a monthly basis.

### **OTHER BUSINESS**

Selectman Hippler suggested the BOS re-consider DPW Director Knapp's request for the backhoe warrant article and let the taxpayers decide.

**Chairman Lacasse moved, Selectman Bohl 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**

**The Board discussed the lawn care bids and DPW's evaluation.**

**Vice Chairman Clow moved, Selectman Meaney seconded to come out of nonpublic session @ 10:18 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**

**Chairman Lacasse moved, Selectman Bohl seconded to award the Municipal Lawn Care Contract and the Fire Department Lawn Care Contract to Stockhaus Enterprises for \$65,085. Passed 4-1-0. Selectman Hippler voted no.**

**Chairman Lacasse moved, Selectman Hippler seconded to adjourn at 10:25 PM.**

### **ADJOURNMENT**

A True Record.

Kathleen Humphreys, Recording Secretary