

FINAL



WEARE BOARD OF SELECTMEN MEETING MINUTES December 19, 2016

PRESENT: TOM CLOW, VICE CHAIRMAN; JENNIFER BOHL, SELECTMAN; FREDERICK W. HIPPLER, SELECTMAN; JOHN J. MEANEY, SELECTMAN.

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Richard Butt; Frank Campana; Lori Davis; Benjamin Knapp; Beth Rouse; Fire Chief Bob Vezina; Police Chief Sean Kelly

7:05 p.m. Vice Chairman Clow called the meeting to order.

PUBLIC COMMENT

Richard Butt wanted to address some comments made by the board that offended him. One has to do with the backhoe. The board made a decision to not include the backhoe on the warrant. Residents at the meeting voiced their disapproval with the decision, as they felt the voters should be the ones to decide to purchase it or not. There were two articles for parks and recreation and he feels they should not be on the warrant. If there is enough information for the justification then it should go on. Last year there was a warrant article for \$100,000 for the shooting range without justification. Mr. Butt then change topics and wanted to know why the YouTube replays are being combined with the recordings question. Vice Chairman Clow replied that it was combined to be run by the attorney. Mr. Butt stated that they have enough room and storage is not an issue for the cable committee. The final item he would like to discuss is cruisers. Mr. Butt stated that there is more the Town can do. As he sees it, according to his calculations the Town will have approximately \$250,000 left at the end of this year. He understands the no means no law. You asked for 5 cruisers last year, this year you are looking for 3. Mr. Butt feels that by changing the quantity it would be okay, but we need to check with Town counsel. We are reaching a crisis situation. He would urge the board to use unused fund balance, to buy the 3 cars now, if possible, but if not, use it to offset the purchase for a zero tax impact. He has been opposed to using it but there are safety issues with the cruisers and this would be reducing risk.

Frank Campana wants to clarify something that is wrong in the November 14, 2016 final minutes. He is asking that tonight's minutes reflect what he actually said and what he didn't say. The November 14th minutes indicate that "He (Mr. Campana) has been on the record to use unreserved fund balance to offset an article," when actually he was commenting on using capital reserve funds to offset the highway truck and backhoe. For the record, at the November 14th Mr. Campana stated "I have certainly been on the record about using unreserved fund balance to offset articles. That is completely different from what I am talking about using these capital reserve funds. Don't misunderstand me and next year say Frank Campana is endorsing using unreserved fund balance to offset an article, I am not doing that."

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DEPARTMENT HEAD AND COMMITTEE ITEMS

Police Chief Sean Kelly was present to answer any questions and to have the Board approve the investigative services retainer agreement with Larmonie Group, LLC that was shared with the Board last week. Larmonie Group's contract is for the sole purpose of conducting police background investigations for potential police officer candidates. **Selectman Meaney moved, Selectman Bohl seconded to accept the investigative services retainer agreement with Larmonie Group, LLC for the calendar year of 2017. Passed 4-0-0. Selectman Meaney moved, Selectman Bohl seconded to authorize Vice Chairman Clow to sign the agreement on behalf of the Town. Passed 4-0-0.**

The prosecutor contract was presented to the Board for signature. The contract has been reviewed and changed per Town counsel. The contract is very similar as last year with the exception of changes to the termination section. Hours were tightened up regarding to the times in the department. The agreement is for a reduced amount from 2016. In 2016 the contract was for \$68,029 and for 2017 the contract is for \$61,183.20. **Selectman Hippler moved, Selectman Meaney seconded to approve the contract for prosecutor services with Alexander G. Gatzoulis for 2017 for the amount of \$61,183.20. Passed 4-0-0.**

The last item was the flooring for the patrol room. Team Engineering supplied the Town with specifications which were forwarded to the three the previously bid. All three bidders were notified of the new specifications. Only two of the three companies bid on the project. Cutter Flooring in Henniker and Baileys Custom Carpets in Concord supplied bids. The board reviewed the bids. **Selectman Meaney moved, Selectman Hippler seconded to award the patrol room flooring project to Bailey's Custom Carpets, provided that the pad under the carpet will be at least 27 oz., for the cost of \$874.00 which will be taken from the Government Building and Maintenance Capital Reserve Fund. Passed 4-0-0.**

REVIEW SECOND DRAFT OF 2017 WARRANT ARTICLES

Town Administrator Bolton explained that the first articles will be zoning amendments and will be finalized at the beginning of January, so there are no warrant article numbers only names of the items. There are some warrant articles that have no figures in there yet. The budgets, proposed and default will be added to the next warrant for next week. The CBA will need to be discussed at the end this evening before putting the numbers in. The article for non-union wages has not been added. The Board needs to decide the percentage that will be used. The Board agreed 3% would be used. The Government Building and Maintenance article needs to have a dollar amount for upcoming projects. The current balance is approximately \$74,000, but there are projects at the Town Hall and the gazebo to be done. The cruiser article as mentioned earlier in public comment will need to be looked at, the board felt that we need to make it as palatable as possible to get this article passed we have reached a real crisis situation. The bridge improvement fund article needs to be run by Town Counsel to make sure that we can do replacement and repairs in the same fund.

Town Administrator Bolton stated that she has done some figuring and by her calculations we should have about \$282,000 left at the end of 2016. In an effort to reduce the 2017 operating budget there are a few items that could be reduced if purchased this year. In the Police Department there are some one-time items listed, the Redman suit, file cabinets and Veridesks that total \$4,772 could be purchase this year and taken out of the 2017 budget. **Selectman Meaney moved, Selectman Bohl seconded to allow \$4,772 to be used to purchase the Redman suit, filing cabinets and Veridesks d out of the remaining balance of 2016 funds. Passed 4-0-0.**

Town Administrator Bolton stated that the new DPW garage is coming with a new generator, but there is not enough funds for a new compressor. The current compressor will not run all of the tools/equipment. The cost of this new compressor is \$8,453.95. **Selectman Hippler moved, Selectman Bohl seconded to allow \$8,453.95 to be used to purchase a new compressor for the highway department for the new garage. Passed 4-0-0.**

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MEETING MINUTES

Selectman Hippler moved, Selectman Meaney seconded to approve the minutes of November 28, 2016 as amended. Passed 4-0-0

Vice Chairman Clow moved, Selectman Bohl seconded to approve the minutes of December 12, 2016 as amended. Passed 3-0-1 (Selectman Meaney abstained)

MANIFESTS

Vice Chairman Clow moved, Selectman Meaney seconded to order the Treasurer to sign accounts payable and payroll checks dated December 22, 2016 as included in the following manifests:

Payroll Manifest \$ 72,549.66 (Weekly, monthly and quarterly payroll)

Accounts Payable Manifest \$ 51,927.99

Supplemental Accounts Payable Manifest \$ 29,847.26

TOTAL: \$ 154,324.91

Passed 4-0-0

ADMINISTRATIVE REPORT

- Government Building & Maintenance Projects:
 - Town Hall Doors ó doors have been delivered, shimmed, stacked and covered
- River Road Bridge repairs ó Hansen Bridge moved in a week ago and are currently working on the bridge
- Finance Committee Meeting ó next meeting Thursday, December 29th @ 7 PM ó Town budget and warrants
- Create New Policy for storage of video recordings of meetings and YouTube recordings ó Northfieldø policy was forward to Board members for review.
- Skateboard Park Joint Meeting with Weare School Board - to be scheduled as soon as available dates are given from School Board

PUBLIC COMMENT

Richard Butt stated that he wishes the Board would be consistent with the warrant articles. In looking at the article the Self-Contained Breathing Apparatus (SCBA) article is different from the backhoe and 10-wheeler. He feels more consistency creates less confusion. Mr. Butt again spoke to the cruisers and that we need to make it so that the article passes. We have reached a critical situation and need to get the article passed.

Frank Campana asked if the Board would arrange the warrant articles on the warrant in blocks by department. He would like to see all the police articles together, all the highway articles and all the fire articles grouped by department and not all scattered. He also agrees with Mr. Butt that he would like to see consistency with the wording of the articles. Mr. Campana questioned why the wording on the hazardous waste article was different. He would like to see the words "not be transferred for any other purposes" added to the end. The Board explained the purpose of this article on the warrant is in the event the operating budget does not pass, one hazardous waste day can still occur. If the operating budget passes, this article would be eliminated from future warrants. Mr. Campana disagrees with it being in the operating budget.

CORRESPONDENCE

Town Administrator Bolton reviewed the information that was sent to them regarding a request for a new tire as a result of Mountain Road potholes. A resident had reached out to the Board for reimbursement of a new tire as a result of the condition of Mountain Road. The Board reviewed the email correspondence and the receipts for

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the tires. The Board felt that the tires were purchased in the fall of 2015. The resident reached out to the board in April of 2016 for reimbursement via email. At that time, the Board was looking for more information and details about this, which has not occurred until now. The consensus of the board was not to reimburse the resident. The request was not timely, as it was almost 6 months from when the tires were purchased and replaced. The Town does not replace tires.

OTHER BUSINESS

None

ADJOURNMENT

As there was no further business to come before the Board, Vice Chairman Clow moved, Selectman Meaney seconded to adjourn at 8:48 APM.

A True Record.

Naomi L. Bolton

Naomi L. Bolton, Recording Secretary