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WEARE BOARD OF SELECTMEN MEETING MINUTES February 27, 2017

PRESENT: KEITH R. LACASSE, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; JENNIFER BOHL, SELECTMAN; FREDERICK W. HIPPLER,

NOT PRESENT: SELECTMAN JOHN (JACK) MEANEY, SELECTMAN

RECORDING SECRETARY: Kathleen Humphreys

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Frank Campana, Jan Snyder, John Vanloendersloot, Richard Butt, Police Chief Sean Kelly and Fire Chief Bob Vezina.

Chairman Lacasse called the meeting to order at 7:00 p.m. with the Pledge of Allegiance & moment of silence.

PUBLIC COMMENT

None

DEPARTMENT HEADS/COMMITTEE ITEMS

The Board started the meeting at 6:00 p.m. and toured the Fire/Safety Complex for a close look at the facility to determine a location for gender specific locker rooms for the police department.

The current locker room is off the kitchen while the women's locker room is in the bath room which is shared outside the kitchen area. The goal is to find a locker room for the male police officer and give the existing locker room to the female police officers. The locker room will have adult size lockers but no shower.

Chief Sean Kelly addressed the issue and said the police and fire department space is grossly too small for the expectation of their needs in the community. He noted there are closets not much bigger than the podium he is standing at full to capacity with agency owned property. There is a safe in a small locked closet with video camera which results in six cubic feet the department can't use because it could compromise the integrity of evidence. Chief Kelly felt the police department is without space and the building is a bad design. The building is 13-14 years old and Chief Kelly felt the building exceeded its useful capacity the moment it was occupied.

Chief Kelly added that the shared locker space can be uncomfortable for the officers. He added, "When officers are running through the door to take calls on shift, all too often, one gender or the other carrying their boots and gear down the hallway to get dressed because their locker room is occupied by the opposite gender. It does not service the community well."

Chief Kelly was told the building plan was designed to serve the community for five years. Resident Jan Snyder agreed, and Selectman Jennifer Bohl encouraged a study.

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Chief Kelly proposed a temporary plan to re-purpose the gym, which is shared space between the police and fire departments. He felt this could be temporary until the community decides what they want to do with the building and allow time for the CIP process to look at renovation or expansion of existing space, or find new space.

Chief Kelly recognized that health and welfare of the both the fire and police members is critical in public safety but felt the locker room space going in the workout room is temporary solution and for the amount of time this space is used outweighs the gender specific use of it for lockers so the officers can have some dignity when they are getting ready for their shifts.

Selectman Hippler asked if parking could become an issue because it would be easier to go in the back door. Chief Kelly is not concerned about where they park.

Vice Chair Clow reminded everyone there are two issues to address; locker rooms and document storage.

The police department considered giving up the Sallyport space but that would compromise public safety when bringing suspects into the building as well as requiring construction.

Fire Chief Bob Vezina felt this is ðwhack amoleö. Any changes would just create another issue and said the town needs a strategic look to the future to renovate or repurpose the facility.

Chairman Keith Lacasse moved to approve the police using the shared gym space as a temporary fix to separate the police department's locker rooms and that it involves no structural changes. Vice Chairman Clow seconded the motion. Motion failed 1-3-0.

The Town Administrator will do another walk through the Safety Complex and contact architect Kurt Lauer to inquire about a space needs study.

Discussion Audio/Video Policy Draft with Cable Committee

Richard Butt informed the Board this meeting was not intended to have the Cable Committee all represented.

Mr. Butt wanted to address the Audio/Video Policy draft. He pointed out that the policy from Northfield is being used as a base and noted that Northfield does not have access cable or a Cable Committee and their policy deals with audio, not video and suggested not to base Weare's policy off Northfield's policy.

He would like the town to involve the Cable Committee in the draft of the Audio/Video Policy.

In looking at the draft, ðTown of Weare may/can make recordingsö Mr. Butt felt that was vague. He has concerns the Cable Committee would have to go to all the meetings such as the Fire Wards and Finance Committee with limited volunteer resources and has concerns about the five-day deadline to post the video.

Vice Chair Clow said the original intent was to figure out how long to save video and when to remove it from YouTube. Section RSA 529 and RSA 33A:IIIa was read and the definition of ðrecordö.

It was noted the current policy is for audio recording which are saved until the written minutes are approved. The Town Attorney's opinion was that video recordings do not need to be saved long-term but if town or Cable Committee wants to save them longer developing a policy was recommended.

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MEETING MINUTES

Selectman Hippler moved, Selectman Bohl seconded to accept the Feb. 6, 2017 minutes as amended. Motion passed 4-0.

Selectman Hippler moved, Selectman Bohl seconded to accept the Feb. 13, 2017 minutes as amended. Motion passed 3-0. Chairman Lacasse abstained.

MANIFESTS

Chairman Lacasse moved, Selectman Bohl seconded to sign accounts payable and payroll checks dated March 2, 2017 as included in the following manifests:

Payroll Manifest	\$	49,185.13	(Weekly payroll including payroll tax)
Fire Department Payroll Manifest	\$	14,355.05	(Monthly payroll for February 2017)
Accounts Payable Manifest	\$	64,245.95	
John Stark Reg. Accounts Payable Manifest	\$	250,000.00	
Weare School Dist. Accounts Payable Manifest	\$	450,000.00	
TOTAL		\$827,786.14	

Passed 4-0-0

The following manifests were previously ordered to sign at the February 13, 2017.

Payroll Manifest	\$	67,253.72	(Weekly and monthly payroll, checks dated 02/23/17)
Accounts Payable Manifest	\$	33,998.37	(Checks dated 02/23/17)

ADMINISTRATIVE REPORT

-Town Administrator Bolton has the deed for repurchase of property deeded to the Town for non-payment of property taxes will be discussed in a non-public session

-The Board agreed to take the Audio/Video Policy off the table and let the Cable Committee write it.

-CandidatesøNight is March 8, 2017. The Board discussed media coverage of candidateø profiles.

-Town Election is March 14, 2047 from 7:00 a.m. to 7:00 p.m. The Board decided that Chairman Lacasse will be present all day, Selectman Hippler will be available after work and Vice Chairman Clow will be available.

-Vice Chairman Clow reminded the Board to get quotes on installing the Town Hall doors. Chairman Lacasse suggested John Turner inspect the work when it is completed and write a field report. He further suggested that

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final payment only be released after John Turner's field report, and any noted deficiencies are corrected by the contractor.

PUBLIC COMMENT

None

CORRESPONDENCE

None

OTHER BUSINESS

None

Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 8:15 p.m. pursuant to the authority granted in RSA 91-A:3II (c), reputation. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes. Passed 4-0-0

Chairman Lacasse moved, Selectman Hippler seconded to come out of nonpublic session @ 8:28 p.m. A roll call vote was taken, A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes. Passed 4-0-0

Chairman Lacasse moved, Selectman Hippler seconded to seal and restrict these minutes of this nonpublic session. Passed 4-0-0.

ADJOURNMENT

A True Record.

Kathleen Humphreys, Recording Secretary