

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 17, 2017

PRESENT: TOM CLOW, CHAIRMAN; FREDERICK W. HIPPLER, VICE CHAIRMAN; JOHN (JACK) MEANEY, SELECTMAN; JON OSBORNE, SELECTMAN; AND JAN SNYDER, SELECTMAN.

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Lori Davis; Gregory McDowell; Frank Campana; Jeff Andrews; Karyn Stogner- Parks & Recreation; Melissa Drury; Benji Knapp, DPW Director; Charles Pierce-Mitchell Sand & Gravel; Steve Roberts.

NONPUBLIC SESSION:

Chairman Clow moved, Selectman Meaney seconded to enter into nonpublic session @ 6:00 p.m. pursuant to the authority granted in RSA 91-A:3II (a & c). A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Clow – yes; Selectman Meaney – yes; Vice Chairman Hippler – yes. Passed 5-0-0

Chairman Clow moved, Selectman Meaney seconded to exit from the nonpublic session @ 6:38 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Clow – yes; Selectman Meaney – yes; Vice Chairman Hippler – yes. Passed 5-0-0

Chairman Clow stated that the Board had a nonpublic earlier to begin discussion with Chief Kelly to see if he continues as Chief as well as other personnel items.

Chairman Clow welcomed everyone present and watching before calling the meeting to order at 6:40 p.m. followed by the Pledge of Allegiance.

DEPARTMENT HEAD/COMMITTEE ITEMS

Reappointment as full member to Parks and Recreation: Melissa Drury was present to be reappointed as a full member of the Parks and Recreation. When asked what keeps her interested in continuing, Ms. Drury stated that it is a lot of work and as a member she wants to make sure that it's better than when she got here. This is a good group of volunteers and she would like to continue serving for now. There are three (3) spots left to make the full board as well as alternate spots. She encouraged anyone interested to get involved. Chairman Clow thanked her for the years of service and for offering to continue. **Selectman Meaney moved, Selectman Snyder seconded to reappoint Melissa Drury as a full member of the Parks and Recreation Commission for a three (3) year term. Passed 5-0-0**

Chairman Clow then administered the oath of office for Melissa Drury.

FINAL

Parks and Recreation Commission Discuss Chase Park Fees: Karyn Stogner, Director for the Parks and Recreation Commission was present to discuss a proposed fee schedule for Chase Park. This fee schedule proposal was prompted by an email from a veteran, senior, non-resident from New Boston as the current rates are difficult to handle on a case by case basis. The following prices were discussed:

RESIDENTS:

Beach Season Pass \$10 per car
 \$2 each additional car (vehicle registration required)
Boat Season Pass \$20 per board or jet ski (boat registration required)
Seniors (60+) Car pass is FREE
 Boat pass is FREE (up to 2 boats/jet ski) (Owner must be present to receive stickers)

NON RESIDENTS:

Beach Access \$5 per car daily
Boat Access \$30 per boat or jet ski daily
Seniors (60+) **\$3 per car beach access daily**
 \$20 per boat or jet ski daily

Beach Season Pass for following towns: \$30 per car

Deering, Henniker, Hopkinton, Dunbarton, Goffstown, Francess town & New Boston

VETERANS:

Veterans **\$3 per car beach access daily**
 \$20 per boat or jet ski daily

Residence, Senior and Veteran Identification Confirmation Required

ALL watercraft and trailers are subject to inspection for invasive weeds before entering the lake – no exceptions.

Ms. Stogner stated that the bold information is changes/additions. She is here looking for input from the Board. Chairman Clow questioned the veterans portion being daily access what about a resident veteran. It needs to be clearer on that point. He also wondered about opening the beach season pass to other towns; would that lead to crowding? Chairman Clow felt this needs some real discussion. Selectman Meaney questioned why the Town wouldn't just increase all the fees. The current prices are very reasonable now, but he is not looking to create an undue burden on people either. Chairman Clow stated that he has a hard time accepting the \$30 season pass for out of town people. Selectman Osborne stated that Chase Park years and years ago was self-sufficient. He understands that times have changed, but is in favor of working back toward that. After a little more discussion the consensus of the board was to look at the non-resident fee structure closer and maybe compare the fees with Sunapee, Greenfield and Clough State Park. The veterans and seniors fees should be looked at too. The fee schedule as a whole should be looked at as a complete package, resident, non-resident, veterans and seniors. Ms. Stogner stated that she would do some more research and come back. She would like to see this implemented this year, so a public hearing will need to be held before Memorial Day weekend when they open. She will work with Town Administrator Bolton on the timing of the hearing to accomplish the Memorial Day deadline.

Award bids for paving, reclaiming, crushing, truck chassis and plow equipment: DPW Director Benji Knapp was present with all the bid information. On Monday, April 10th Director Knapp and Town Administrator Bolton opened all the bids. They are not all apples to apples. His intention was to present these last week but there was a lot of things to iron out. There was a road emergency that he had to attend to and he wasn't able to come back to the office to put things together. Director Knapp addressed the bids as follows:

FINAL

Reclaiming Bids: The town received six (6) bids for reclaiming. The bids ranged from \$0.62/square yard to \$0.95/square yard. R & D Paving was the lowest at \$0.62/square yard. Director Knapp stated that R & D has done the paving and reclaiming over the past few years and there have been no issues. **Selectman Meaney moved, Vice Chairman Hippler seconded to award the reclaiming bid to R & D Paving at the price of \$0.62/square yard. Passed 5-0-0**

Paving Bids: The town received eight (8) bids for paving. Director Knapp stated these bids were not apples to apples. He asked for a machine paving price and a hand paving price. There is no way of knowing a quantity for the hand paving amount. The paving bids ranged from \$60/ton to \$72/ton. R & D Paving bid \$60/ton for the machine work and \$115/ton for any handwork. The next closest to this was Mitchell Sand & Gravel who bid \$60.25/ton all inclusive (machine and handwork). Northeast Earth Mechanics bid \$72/ton. Director Knapp stated that he doesn't know anything about Mitchell but R & D Paving has been the town's paver for the past few years and they have done a good job. Mitchell is located in Winchester, NH and they own their own hot top plant off of Route 10. Mr. Pierce, from Mitchell was present and stated that they have all brand new pavers and state of the art trucks. Selectman Meaney expressed concern about the distance that the pavement will be coming from and being able to stay to the appropriate temperature when put down. He asked if the temperature can be maintained from Winchester. Mr. Pierce replied that it has never been an issue. Director Knapp stated that he is not anticipating a lot of hand work this year because of the roads that are being done. **Selectman Meaney moved, Selectman Osborne seconded to award the paving contract to R & D Paving for \$60/ton for machine work and \$115/ton for handwork. Passed 5-0-0**

Crushing Bids: The town received three (3) gravel crushing bids. Director Knapp stated that he received bids from Custom Crushing for \$2.60/ton; Big Foote Crushing for \$2.76/ton; and Northeast Earth Mechanics for \$3.68/ton. Director Knapp stated that Big Foote Crushing has done the crushing for the last 3-4 years. He is a tax payer as well. His equipment is still down in the Town's pit because he needs to finish off last years added amounts. DPW Director Knapp stated that he has zero knowledge of Custom Crushing's ability and or work. Jeff Andrews from Custom Crushing was present. Mr. Andrews stated that he had bid several times in years past, but was not the successful bidder. He has done crushing in Goffstown and Plymouth and it's all to state specifications. Selectman Osborne asked what type of crusher he had. Mr. Andrews stated he does closed circuit crushing. DPW Director Knapp stated that he asked for a quote on 11,000 tons. The difference between the two bids is a total of \$1,760. If Custom Crushing is awarded the bid the scheduling would have to be after Big Foote is done and moved out. **Chairman Clow moved, Selectman Snyder seconded to award the crushing bid to Custom Crushing at a price of \$2.60 per ton. Passed 4-0-1 (Selectman Osborne)**

Plow Truck Bids: Three truck bids were received, one from Western Star for a total of \$105,285; Mack for a total of \$116,625; and Kenworth for a total of \$118,700. The bids were the total after the trade but they did not include any warranty. Western Star offered a 5 year engine, transmission and carrier warranty for \$4,046. There was an option for a 7 year engine warranty, 5 year transmission and carrier warranty for \$6,771. The board felt that the 7 year engine warranty, 5 year transmission and carrier was the best way to go. This truck will be a 12' 10-wheeler dump truck. **Vice Chairman Hippler moved, Selectman Meaney seconded to purchase the Western Star dump truck with the 7 year engine warranty and the 5 year transmission and carrier warranty for a total of \$112,056. Passed 4-0-1 (Vice Chairman Hippler)**

Body and Plow Equipment Bids: Two bids were received for the body and plow equipment bids; one from HP Fairfield for \$71,541 and the other from Tenco for \$72,918. The difference between the two is \$1,377. There is a slight difference in thickness of steel between the two quotes. The Fairfield bid was for 3/16" steel and the Tenco body is 1/4" steel. Both bodies are 100% Hardox virgin steel with smooth sides and stainless corners.

FINAL

DPW Director Knapp would like to go with Tenco because the Town currently has 10 other Tenco bodies. There was \$2,800 worth of other things included in the Tenco bid that were not in the Fairfield bid. **Selectman Meaney moved, Selectman Osborne seconded to purchase the Tenco body and plow equipment for a total of \$72,918. Passed 5-0-0**

MEETING MINUTES

April 10, 2017 Minutes: **Chairman Clow moved, Vice Chairman Hippler seconded to approve the April 10, 2017 minutes as amended. Passed 5-0-0**

MANIFESTS

Chairman Clow moved, Selectman Meaney seconded to order the Treasurer to sign accounts payable and payroll checks dated April 20, 2017 as included in the following manifests:

Payrolls Manifest	\$ 48,475.65	(weekly payroll for w/e 04/13/17)
Forest Fire Payroll Manifest	\$ 128.76	
Accounts Payable Manifest	\$ 32,719.11	
TOTAL	\$ 81,323.52	Passed 5-0-0

ADMINISTRATIVE REPORT:

Government Building & Maintenance Projects: Three contractors will be contacted to give quotes on the Town Hall doors. As soon as they get the quotes back a choice will be made so the project can get done. The Gazebo specs will be resent to the two contractors that bid on the project originally. When the walk through was done there were 4-5 contractors that came. Town Administrator Bolton will check back on the contractors who attended and see if they would like to bid with the specifications that Team Engineering did.

Selectman Snyder asked about the DPW Garage and the lack of the fire suppression system. Her concern was why is there not going to be a fire suppression system. Chairman Clow explained that because of the mixed use of the building there are different specifications. In the garage area where the trucks are going to be parked the allowable space is 12,000 square feet and where the work area is by the mechanics the allowable space is 5,000 square feet before the requirement kicks in which is why there is going to be a firewall to negate the need for the fire suppression system. Selectman Snyder felt that the building should have been approved by the Board before it was ordered. She felt it was not right that the Board didn't know about the fire suppression until after the building was ordered.

Steve Roberts stated that he was on the building committee that worked on the DPW garage. The town voted in 2015 not to allow engineering plans to be drawn up, so that a real good hard budget number could be produced. So without plans the committee had nothing to work with to come up with a budget number to go by. The committee used 2013 plans which were for an 80' x 140' conceptual drawing. This was only a concept because they were unsure what the final building was going to look like. They did the best they could. The vote passed in 2016 and we hurried to put it out for bid in April 2016. Only two bids were received and neither of the groups could get it done by the fall of 2016, so the plan was to hold off for 2016, put the plans back out to bid and get the building ordered by the end of 2016. What was not even discussed was the need for a dehumidify system because of the radiant heat. Unfortunately the budget number is now two years old and the fire suppression

FINAL

system was not included but can be added at a later date. Mr. Roberts feels that we will be getting a real good practical, useful, user friendly building which will be a good value for our money.

Noise Ordinance Subcommittee: The next meeting will be Thursday, April 20th at 7 PM at the Town Office.

Police Locker Room Renovations: On Wednesday, April 12th Kurt Lauer from Lauer Architects came to the Town Office, reviewed the plans and then went over for a visual tour. He has returned a very, very, very rough sketch that will need to be shared with both Chiefs before bringing it back to the Board.

New Door for Town Clerk's Office: Town Administrator Bolton stated that the Department of Labor came and inspected the office. The swinging door in the clerk's office was not safe and needed to be a more solid locked door in the event of any work place violence. A quote was submitted from Gregg Elwood who will be working with Frank Campana to provide 48" high x 36" wide door with a keypad entry installed on the customer side. The total quote, labor and materials is \$660. Town Administrator Bolton pointed out that this is under the \$1,000 that requires more quotes. **Selectman Meaney moved, Selectman Snyder seconded to have Gregg Elwood build a new door in the clerk's office for labor and materials for \$660 and for the money to come from the Government Building and Maintenance Fund. Passed 5-0-0**

New Copier Leases for Town Office and Fire Department: Town Administrator Bolton explained that the current lease for a copier at the Fire Department has expired. The two at the town office, one in the selectmen's office and one in the media room has one more year left. Quotes for a new lease were provided by New England Office Solutions (NEOS). Under this new lease program the Fire Department's lease would go from \$101.42 to \$85.92. The lease program under the Town office would go from \$529 to \$504.58. The new lease program would include an addition of a copier for the assessing office that could copy and scan plans, which is something that has been asked for a few years ago to bring automation to that office. **Selectman Snyder moved, Selectman Meaney seconded to enter into a new lease agreement with NEOS for copiers for the Fire Department, Town Office and Assessing as described above. Passed 5-0-0**

Auditor Engagement Letter: Vachon Clukay & Company PC provided the town with an engagement letter, engaging their services to conduct the 2016 Town audit. It needs a motion to authorize the Chairman to sign the letter on behalf of the Town. **Selectman Meaney moved, Selectman Snyder seconded the motion to authorize the Chairman to sign the engagement letter for the 2016 audit. Passed 5-0-0**

Resignation Letter: Town Administrator Bolton stated that she had received a letter from Officer Scott Knox that he would like to have read into the minutes. The letter was as follows:

"Last week, I resigned from the Town of Weare Police Department. I recently underwent a medical procedure and I'm unable to return to full duty as a Police Officer, under the Family Medical Leave Act Guidelines. This was one of the saddest decisions I've had to make in my lifetime.

I cannot express how much I enjoyed working for the Town of Weare. I have a tremendous amount of respect for the citizens of Weare and enjoyed all my conversations. While working in the town, I have made lifelong friends and will continue to make trips to Weare for visits.

I would like to thank the citizens of Weare and I'll sincerely miss working in the Town.

*Best regards,
Scott Knox"*

FINAL

PUBLIC COMMENT

Greg McDowell was present. Mr. McDowell stated that he was on the building committee for the DPW garage and the main reason that it got approved was because of the sprinkler system. The reason for the need of the sprinkler was that a couple of months prior to our proposal was that Hopkinton and Henniker both lost their DPW garages. He feels that not having a cistern when the residents were told we were going to may come back to bit us on future projects. Another thing he wanted to add was that he witnessed an accident on Center Road involving the Town grader. He was heading up to the post office and he saw the grader caught the guardrail and peel it back. The last thing he wanted to ask was about the road postings. For the past 33 years the Town has posted South Sugar Hill Road for the 6 ton limit. This year it was not posted. The road has been paved three times in the 33 years and over time now his Lincoln can't get out of the driveway because of the issues that have been created with paving the roads. The water comes from his neighbor's driveway down the road and washed out across his driveway so that it is very hard for the cars to get in and out. Town Administrator Bolton received information from DPW Director Knapp that stated the South Sugar Hill Road was posted but from Cross Road down. The reason was that there are two tractor trailers that park at the old Knoxland Farm and they would constantly have to get waivers to go back and forth. Also, there is a business as the former Knoxland Equipment property that gets deliveries.

Lori Davis stated that she was the chairman of the building committee and the finance committee when the DPW garage was trying to get passed by the voters. They took into consideration public water, septic, etc. had we built and ordered the building in a more timely fashion there would be a fire suppression system in it. She is angry. She spent a lot of time getting the building built with a suppression system and to not include it because it would mean leaving a ½ million dollars worth of trucks outside is ridiculous. She felt that going back to the taxpayers would be wrong and the people of this town would not be happy. The people minding the store is supposed to be the Board of Selectmen and it is the board's job to make sure things are done efficiently. This building was allowed to drag out for a year and it is out of control. Why is only one Board member raising questions, there should have been updates and that did not happen. The trust is broken and the tax payers are getting screwed. Ms. Davis stated that now the Board is looking at contracts for the chief. We have a part time chief and there are comments coming out of Durham that he is looking for a full time job. She feels that the taxpayers should be included and that the Board should put out feelers for the cost of a full time chief. She's telling the board what she is hearing. She wants to see much more transparency going forward and that the board has lost a lot of credibility.

CORRESPONDENCE 6 None

OTHER BUSINESS

Selectman Osborne stated that about 3-4 years ago Primex walked all over the property at the transfer station and produced a 6-8 page report on safety issues. He is wondering why nothing has been done. Town Administrator Bolton will contact Primex for another copy of the report and get it to the Board.

NONPUBLIC SESSION:

Chairman Clow moved, Selectman Meaney seconded to enter into nonpublic session @ 9:00 p.m. pursuant to the authority granted in RSA 91-A:3II (a & c). A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Clow – yes; Selectman Meaney – yes; Vice Chairman Hippler – yes. Passed 5-0-0

FINAL

Chairman Clow moved, Selectman Meaney seconded to exit from the nonpublic session @ 9:09 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Clow – yes; Selectman Meaney – yes; Vice Chairman Hippler – yes. Passed 5-0-0

Vice Chairman Hippler moved, Chairman Clow seconded to seal and restrict the minutes of this nonpublic session. Passed 5-0-0

Being there was no further business to come before the Board, Chairman Clow moved, Vice Chairman Hippler seconded to adjourn at 9:10 PM. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton
Recording Secretary