

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
July 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: William Edwards; Elizabeth Fielding; Eric Fielding; Betty Straw; Sharon DeStefano; Tim Matheson; Bruce Fillmore; John Vanloendersloot.

Chairman Clow called the meeting to order at 6:15 PM. He welcomed everyone present and watching and stated that the Board's first order of business is a brief nonpublic session. At the conclusion of the nonpublic session the Board will return for the public portion of the meeting.

NONPUBLIC SESSION:

Chairman Clow moved, Selectman Meaney seconded to enter into nonpublic session @ 6:15 p.m. pursuant to the authority granted in RSA 91-A:3II (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

Selectman Meaney moved, Vice Chairman Hippler 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 moved, Selectman Meaney seconded to seal these nonpublic session minutes. Passed 5-0-0.

Chairman Clow welcomed everyone back and stated that we had a nonpublic session earlier with a resident on a private issue. He then asked everyone present to join the Board in the Pledge of Allegiance.

DPW EMPLOYEE:

Chris Davies, DPW employee was present. He informed the Board that he gave his two week notice last week. He has enjoyed working here but an opportunity has come up that is a better opportunity for his and his family, so he is going to work in Bennington, NH. When he came to this Town he felt like he was here for good, but things have changed. He thanked the Board for the opportunity to work here. He wanted to let the Board know that he is not leaving because he is unhappy. He felt that the Town has some great employees at the DPW as well as here at the Town Office. He thanked the Board and wished the Town well. The Board thanked him for his service.

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STONEWALL REMOVAL FOR A DRIVEWAY – WALKER HILL ROAD:

William oBillö Edwards was present. Mr. Edwards has property on Walker Hill Road that needs to have part of a stone wall removed in order to obtain a driveway permit. On June 22, 2017 Mr. Edwards attended the Planning Board meeting and received approval for the request. He is looking to remove approximately 15ø of the existing stone wall in order to be compliant with the requirement of a 30ø entrance. His intention is to remove the stones and place it on the part of the wall that will remain. **Chairman Clow moved, Selectman Meaney seconded to approve the removal of up to 15' of the stone wall on Walker Hill Road, Tax Map 402 Lot 105 to make access for the driveway permit. Passed 5-0-0**

DEPARTMENT HEAD/COMMITTEE ITEMS:

Award SCBA Bids: Chief Bob Vezina was present. Chief Vezina reminded the Board that at the March Town meeting there was approval to purchase refurbished air packs. Our current air packs are have been lightly used but have aged out over time. They have a life of 15 years and we are at the end of the useful life now. The refurbished route, he felt was the right direction for the Town. We are essentially paying half the cost of new air packs. The air packs we are getting are utilized by all the surrounding towns except for New Boston, who is going to move in this direction shortly. He put out RFPø and received quotes from 3 companies, two national and one US one. It was very difficult to get apples to apples quotes because of all the components, but once you factor everything together he is recommending a company in Utah called SCBA Sales and Rental Company. He is asking for the Board to approve up to \$80,000. The turnaround time once ordered will be 60 days. The retired air packs would be packaged up and sent to the State auction in the fall. Francetown just bought refurbished ones through the same company and they are completely satisfied. Vice Chairman Hippler asked if these new one would fit in the existing brackets in the seats of the trucks. Chief Vezina stated that some will fit but there are some that he will have to replace. **Vice Chairman Hippler moved, Selectman Meaney seconded to approve up to \$80,000 to purchase refurbished SCBA and necessary equipment to replace current SCBA for the Fire Department as approved by the voters in Article 9 of the 2017 Town meeting and the funds will come from the Air Pack Replacement Fund. Passed 5-0-0** The Board signed the Capital Reserve request form for the Trustees of Trust Funds.

Well Pump at Safety Complex: Chief Vezina informed the Board that one day last week when he arrived to work there was no water. Earlier this year there was a similar issue and it was the controller, so he was hoping that has malfunctioned again, but unfortunately that was not the case the actual pump had failed. He contacted Capital Well who came out immediately and replaced the water pump and they had water back within the day. It was shocked with bleach and flushed before consumption was allowed. The total cost parts and labor was \$3,094.00. **Vice Chairman Hippler moved, Selectman Meaney seconded to approve the expenditure of parts and labor by Capital Well to replace the water pump at the Safety Complex with the funds to come from the Government Building and Maintenance Fund. Passed 5-0-0** Chairman Clow felt he needed to editorialize the importance of keeping money in this fund just for unexpected expenses like this and not to just use it for projects alone. The Board signed the Capital Reserve request form for the Trustees of Trust Funds.

DPW Garage Update: Bruce Fillmore had not yet arrived so the Board was going to continue with the agenda and will go back to this.

DISCUSSION OF TAX DEEDING & PAYMENT ARRANGEMENT: Chairman Clow stated that because this agenda item requires the Board to discuss individualø financial situations with the Tax Collector Sharon DeStefano so they will need to go into nonpublic for a short time.

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Selectman Meaney moved, Vice Chairman Hippler seconded to enter into nonpublic session @ 6:57 p.m. pursuant to the authority granted in RSA 91-A:3II (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 @ 7:32 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 met in nonpublic to discuss tax deeding and payment arrangements with Tax Collector Sharon DeStefano.

DPW Garage Update: Bruce Fillmore, Clerk of the Works for the new DPW garage was present. He provided the Board a written report for the month of June 2017. Phoenix Excavating from Weare moved in June 14th and began the site work. The footings were poured on June 22nd and the walls were poured on June 27th. All the concrete was tested and came back all above the standard. The building arrived July 10th and all the steel was put up by last Friday July 14th. They are now working on tying the perlins on the roof and he is anticipating that by the end they will be starting to put skin on it. Everything is still on schedule. The construction manager Mike is on the job daily and will be until the project is done. He has been with Turnstone for about 30 years. The Board has been getting pictures taken by Mr. Fillmore as well as by a drone owned and operated by John Vanloendersloot. Town Administrator Bolton will be putting the written report up on the website as well as some of the pictures as the project progresses. Building Inspector Chip Meany has been down there and indicated that everything looks great. A couple of the Board members have been down more consistently and are very impressed to date.

MEETING MINUTES

July 3, 2017 Minutes: **Chairman Clow moved, Selectman Meaney seconded to approve the July 3, 2017 minutes as amended. Passed 5-0-0** Bruce Fillmore asked to comment in regards to the gazebo. He has looked at it and he feels that the only thing salvageable part is the roof. He knows that last week it was mention that a gazebo could be purchased from Reedø Ferry. He feels that the Reeds Ferry gazebos are homeowner strength not commercial strength. He also feels that the Town should start from scratch and build something for the true purpose of what it is used for.

MANIFESTS

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

Payrolls Manifest	\$ 45,341.18 (weekly payroll)
Accounts Payable Manifest	\$ 150,617.44
Supplemental Accounts Payable Manifest	\$ 109,795.73
2nd Supplemental Accounts Payable Manifest	\$ 112,056.00
Weare School District Manifest	\$ 1,000,000.00

John Stark Regional Manifest	\$ 450,000.00
TOTAL	\$1,857,810.35

Accounts Payable Manifest *\$ 35,599.27 (Checks dated 7/13/17)*

ADMINISTRATIVE REPORT:

Capital Reserve Fund request for repairs to the Town Office porch, steps & handicap ramp boards: Town Administrator Bolton provided the Board with a breakdown of the materials and labor to repair the porch of the Town Office Building. The total cost of the project was \$4,031.49. The project was more involved than originally thought of at the time it was looked at, therefore taking more time and more materials. **Selectman Meaney moved, Selectman Osborne seconded to approve \$4,031.49 for materials and labor necessary to fix/repair the town office porch/steps/handicap ramp with the funds to come from the Government Building and Maintenance Fund.** Vice Chairman Hippler stated that he felt this situation is different than the water pump and it should have gone out to bid. He has no issue with who did it and knows that it was well done, he feels that if we have a policy for projects then we need to stick to it. Selectman Meaney stated the he felt it was an emergency situation and we didn't know how bad things were until the project got started. Selectman Snyder stated that she agrees with Vice Chairman Hippler and feels the Town should be more proactive than reactive which is why we need to rejuvenate the Building Committee. Chairman Clow agreed but at the moment we don't have that or a maintenance person in charge to be able to keep their eyes out for things like this. Right now it is up to the Town Administrator and it shouldn't be. The consensus of the Board agreed.

Passed 5-0-0

Hometown Heroes: Town Administrator Bolton shared a nomination form with all the Board members. Every other year Granite State Communications asked the Board to choose a Hometown Hero to be recognized at their annual open house. The Hometown Hero Award recognizes outstanding contributions in the communities we serve. The nominated individual may be someone who does hands-on volunteer work at a local club, church, youth organization or elder care facility. They may also serve on local councils or civic organizations. No

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matter what, this individual is always willing to volunteer and quick to lend a hand when called upon. The nomination form needs to be returned to Granite State Communications by August 17, 2017.

Government Building & Maintenance Projects: Town Administrator Bolton received two bids for the Town Hall Door Project as well as one for the gazebo repairs. It was overlooked and didn't get onto the agenda as a specific item, but where there is a listing on the Administrator's Report she asked if the Board would like to open them now or hold off until later in the meeting. The intention would be to open the bids but not make a decision tonight. There is a list of projects that the Board needs to prioritize. The Board opened the bids which were as follows.

Town Hall Doors Replacement and Painting:

Mattison Contracting, LLC from New Boston	\$14,957.00
Painting Allowance	\$ 3,344.00
Replace rear door allowance	\$ 3,081.00
Maskiell Painting ó painting doors only	\$ 1,250.00

Gazebo Repair:

Mattison Contracting, LLC from New Boston	\$28,128.00
Allowance for backfill materials	\$ 5,457.00
Excavate/install precast piers & materials	\$ 7,882.00
Disposal of existing excavated material	\$ 3,638.00

Town Administrator Bolton will scan and email the above bids to all the Board members for their review and further discussion at the July 31, 2017 meeting.

PUBLIC COMMENT:

Eric Fielding from 645 Reservoir Drive stated that he frequents Chase Park and he is still upset that the Board has not done anything about smoking there. People are still smoking in the bathrooms, on the beach and in the parking lot. The small children are coming up with cigarette butts on the beach. He was hoping not to have to come back but he is upset. There are family functions there and feels that it is the town's right to prohibit smoking for a public place. If the Board is not going to do something he would like to hear it and he will have to come up with some other concrete plans. Chairman Clow stated that he is embarrassed that something was not done by the Board and apologized. Selectman Osborne stated that at last week's Parks and Recreation meeting and they are dealing with it along with a lot of other issues that he is going to bring up later in the evening. The Board felt that they could deal with it tonight with regard to the No Smoking if the Board would choose to move in that direction. Vice Chairman Hippler stated that he would agree with the beach and the buildings. Selectman Meaney stated that he would like to see everything except for the paved area posted. The other members agreed with Selectman Meaney. **Vice Chairman Hippler moved, Selectman Meaney seconded to post Chase Park Beech and Buildings as "NO SMOKING", but allow smoking in the parking lot immediately. Passed 5-0-0** The Board would like to just run this by Town Counsel before the signs go up to make sure it is legal.

Elizabeth Fielding from 645 Reservoir Drive stated that the bathrooms now at Chase Park are now unisex so each bathroom now has a urinal. The urinals are not being flushed. The bathrooms stink and are dirty. She would like to see a sign go up over the urinal that says "Please Flush Urinal". She stated there are signs reminding woman not to flush the feminine products. She would like to see one for the men over the urinals. It seems minor, but it is disgusting and felt it was not appropriate for a public place. She leaves the park and goes home to use the bathrooms because they are so filthy. She also pointed out that the lifeguard coverage seems very sporadic which was very troubling for her especially over the 4th of July holiday.

Tim Matheson, 80 River Road stated that he and Selectman Snyder took a ride down to Reeds Ferry in Hudson, NH to get more information and to see a gazebo. They got prices for both the pressure treated ones and the

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vinyl coated ones. The vinyl ones have a 30 year warranty on the whole gazebo. The current design has one entrance and the Board would need to decide if they want the second entrance like they have now. These gazebos are made in the Amish country and then shipped to Hudson to be constructed. There would be further information needed from Reeds Ferry as to what may void the warranty, lighting, etc. The spindle size would need to be decided upon as well. The one _have been done in the last 2-3 years, so the Board could go and look at them. They are in Chelmsford, Lowell and Dracut, Massachusetts. Mr. Matheson asked if it was too late to consider this option under the gazebo bids. Town Administrator Bolton explained that bids were due by 4 PM today, so technically it would not be accepted as it is late. The Board has the authority to extend the bids in hopes of getting more bids, it also can be put out to bid again, but because the bids were read out loud tonight it is a disadvantage to those bidders. Town Administrator Bolton will scan the bids, send them to the Board and discuss it again at the next meeting on July 31st.

Mr. Matheson asked if the clerk of the works has insurance. Town Administrator Bolton replied no. Mr. Matheson asked how come. Town Administrator Bolton replied that Henniker's clerk of the works was covered by the Town's insurer and Primex will be contacted with this request.

CORRESPONDENCE - None

OTHER BUSINESS:

Building Committee: Selectman Osborne stated that on May 22nd the Board discussed the draft of the Building Committee that Chairman Clow handed around. Town Administrator Bolton has Merry Rice do some research on this beginning with the 5/5/2008 date and she was able to find a couple of sets of minutes, but nothing mentioning the adoption of the rules. The consensus of the Board was that they would like to rejuvenate the committee. Vice Chairman Hippler read the draft as follows: "The Weare Building Committee is established to assess the short term and long term building needs of the Town of Weare and to make recommendation to the Board of Selectmen on how best to meet those needs. Such assessments may lead to recommendations on the maintenance, repair, or renovation of present town buildings as well as recommendations for additional space and building replacement. The Building Committee will be composed of five (5) members with one member being a selectman. Whenever possible the Board of Selectman will seek members for the Building Committee who have expertise in the building industry." **Selectman Snyder moved, Selectman Osborne seconded to adopt the Weare Building Committee according to the draft written previously in 2008 and as read by Vice Chairman Hippler. Passed 5-0-0**

Patriotic Celebration: Selectman Osborne wanted to give the Board a heads up regarding to some field damage at the Weare Middle School. When the amusement company was taking out the rides on Sunday the fields were wet because the sprinkler system was on underneath the rides and there were a couple of areas where the field was damaged. Stockhaus Enterprises was contacted to fix the areas.

Parks and Recreation Monthly Meeting: Selectman Osborne reported that at last week's Park and Recreation meeting there were parents present to discuss the issues at Chase Park. There are several issues going on at Chase Park like drinking, smoking, no-adult coverage, trash everywhere, lifeguards no on the stand, etc. Director Karyn Stogner is going to look into these issues first and may come to the Board. The fee schedule may be back with regard to the non-resident fees. There seems to be an issue and the residents are not getting in to park. There was also discussion about possibly changing it to residents only. The Board felt that the deed would need to be checked to see if there were specifics about fees and residents only. One Board member recalled a possible stipulation in the deed. Selectman Snyder thought there was an adult on all the time. The

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Board stated it is usually older teens tending the gate. Vice Chairman Hippler commended the concerned parents for starting with the appropriate board the first time.

New Police Cruisers: Selectman Meaney stated that Saturday at the Patriotic Celebration he has the chance to speak with Police Chief Kelly regarding the new cruisers. The cruisers are all lettered but not yet in service because they are waiting on the radios that are on back order. He expects that the first one will be done by August 1st.

Gazebo: Chairman Clow stated that the Board will need to get a definition of the Government Building and Maintenance Fund to see if the gazebo repairs/replacement can be done through this capital reserve fund. The Trustees of the Trust Funds will be asked for their interpretation.

NONPUBLIC SESSION:

Chairman Clow moved, Selectman Meaney seconded to enter into nonpublic session @ 9:07 p.m. pursuant to the authority granted in RSA 91-A:3II (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, Vice Chairman Hippler seconded to exit from the nonpublic session @ 9:50 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 moved, Selectman Meaney seconded to seal and restrict these 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 9:52 PM. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton
Recording Secretary