

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
August 28, 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: Gregory McDowell; Beth Rouse; Frank Campana; Tim Matheson; John Vanloendersloot; John Foss; Richard Butt; Benjamin Knapp, DPW Director.

Chairman Clow welcomed everyone present and watching before calling the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

DEPARTMENT HEAD/COMMITTEE ITEMS:

DPW Update: DPW Director Benji Knapp was present. Director Knapp stated that Mountain Road is going along. His department is two guys short and it is vacation time so he has been hiring a few trucks to keep the job moving. This project started not even three (3) months ago. He asked for people to continue to be patient. Chairman Clow asked if what the timeline was for pavement. Director Knapp stated he has promised a logger that is doing a cutting of land for the Town Conservation Commission it would be done by the second week of October. He would like to have the pavement down by October 1st. That is still his goal. They have had a couple of culvert problems as well. The culvert on Twin Bridge Road is starting to settle but they were able to apply a shim to the area in hopes of extending the time frame. The culvert on Colby Road has steel plates on it. It is perfectly safe. It is going to be replaced this year once he is done with Mountain Road. They are keeping up with pothole patching and grading as best he can. He is cleaning out culverts and ditches as time provides. Selectman Snyder asked if Colby Road would be done before winter. Director Knapp replied that it would. Selectman Snyder then asked what the plan is for the bamboo. DPW Director stated that there is not much you can really do about it without spreading it. Selectman Snyder stated that it is really bad on Flanders Memorial. She stated that she knew Donny Boisvert and Bill Tiffany used to cut it every year. Director Knapp replied that we can. Selectman Snyder stated that it is getting really bad up on Flanders Memorial Road. Director Knapp stated that it has gone to seed so the more you fool with it the more you spread it around. It really needs to be sprayed and to try to spray out here is difficult. He is working on learning more about bamboo and what chemicals can be used that will not be harmful. We have spread it more than anybody because we didn't know that much about it. In order to be able to spray you need to have the proper licensing which Director Knapp stated that he doesn't have. He stated that they have cut a couple of intersections that were troublesome. He tries to refrain from it unless it is really dangerous. One inch of bamboo root grows three new stalks. Selectman Snyder stated that while Director Knapp was on vacation she brought up the question about going out to bid for sand and gravel and crushed gravel up on Mountain Road. Director Knapp stated that first of all he didn't know of anyone in town that has a pile big enough to gravel that road except Mt. William. They have state spec

FINAL

material and are on the State bid list. There is nothing against anyone else. He didn't know there was anyone else that could do it. He needed about 2,800 yards to do that job. He can show up anytime. When he has trucks enough he can ship them down. It is a full time operational pit. Henniker has Henniker Crushed Stone who is on the State bid list as well. Mt. William is the only pit in Weare that is on the State bid list. Director Knapp stated that if anyone else could prove that they had State spec material he would look at it. It's not that he is against anyone else he just needs State spec material. Selectman Snyder asked if he could check into it. Director Knapp stated that he could but he needs to keep hauling to get the job done. Right now he is about half way done. He asked if the residents could be patient he's working on it. Selectman Snyder stated that she noticed that some vehicles have covers and some don't. Director Knapp stated that not all the tarps are operational. It is on his list of things to do. They have had a hard time keeping the trucks running. The mechanic is being used to help get the road done in between putting in transmissions and rear ends. Chairman Clow asked if large jobs like that are done in house. Director Knapp stated that we can do everything but sometimes it is just a matter of time and getting the vehicle back on the road. Selectman Snyder asked if the crushed stone that we have in our pit can be used on the road. Director Knapp stated that the base did come from the Town pit. It was made special for that but it is pretty bony but it makes one heck of a base. Once you put the better stuff on the top it makes for a better ride and something that will last for a long time. It does have a lot of rock in it but it makes for very rough riding. Chairman Clow asked if there was any thought as to where he might allot the new funds which we will be talking about later. Director Knapp stated that he has put a lot of thought into it but he wasn't sure how we were going to get the money or even if we were going to get it. He would like to do paved road maintenance with it. The two main roads that they do pot hole patching on a lot is Reservoir Drive and River Road, both have a pretty good base but possibly need a shim. Walker Hill Road has been promised for the past four years so he would like to at least do that hill. It's only about \$236,000 so he can't do all the roads. If it was used for a complete rebuild of a road it would allow him to do a little over one mile, which is not what he is looking to do. He would like to check into some chip coating. There are some classes coming up in the fall for road preservation that he would like to take. Every ten years you should do something on each road, instead of rebuilding a road and forgetting about it for the next twenty. There should be some constant maintenance. Chairman Clow asked if anyone around here does chip coating. Director Knapp stated that Antrim does it. He has been told that the traction is phenomenal. He checked into it for Hodgdon Road which is about 7,000 feet and is still in pretty good shape other than a few cracks. They suggested that he consider fiberglass mat which would cost about \$50,000 to do all of Hodgdon. Vice Chairman Hippler asked about the new truck. Director Knapp replied that it wasn't scheduled with Tenco until October 1st. We took delivery earlier than planned so it is up there now waiting to be done. The hope was that being on site it may get moved in earlier on their schedule. Selectman Osborne stated that about 10 years ago the town did a complete replacement of the trash compactor. At that point they suggested not going more than half the life, about 10 years, before completely checking it out. Check the wear rails, etc. It should be looked into this year. Director Knapp recalled the oil being changed in that quite a while ago but will have it checked over this year.

DISCUSS FINANCE COMMITTEE:

Moderator John Foss was present. He explained that we are here again to talk about the Finance Committee. He has been in contact with Lori Davis, chairman of the Finance Committee asking her to make some contact with the previous members. He has drafted a letter that he meant to bring tonight but he was having technical difficulties so he didn't bring it. It is going to be sent out to all the members but essentially is asks them to think about how they can be more open with the members of the community and provide them as much information as possible. He received word back from Town Counsel and he can't simply say that we are going to televise their meetings, but he can use open communication and means of how to do that as a criteria for choosing members of the Finance Committee. He will be implying that process when he has conversations with all the members, both present and potential candidates. Chairman Clow reiterated that he is whole heartedly in support of televising

FINAL

because the Finance Committee has so much to say in the whole budgeting process and to make it as open and transparent as possible, not just the decisions that appear in the minutes but all the discussion amongst the members leading to the decisions. Moderator Foss agrees and feels that it also lends itself to provide a much more civil interplay between members of any board. He thinks it has a lot of value and will see if they can do that. Moderator Foss also thinks that we should pursue a possible warrant article and make it part of the rules and regulations of the town that it simply will be done and the Finance Committee will be a part of that. He thinks Town Counsel could help us a great deal in crafting that. That will eliminate this issue entirely.

DEPARTMENT HEAD/COMMITTEE ITEMS:

Review 2017 Revenues with Finance Administrator: Finance Administrator Beth Rouse was present. She stated that we are looking at our second review of our 2017 revenues. There will be one more chance to make any changes just before we set the tax rate in October. Finance Administrator Rouse explained to the board the layout of the report. 2015 actual revenues is the first column; 2016 actual revenues is column two; 2017 estimated revenues from January is column three; the fourth column is where we stand today; and the fifth column is some suggested projections as to where she would like to see them. The first four items are tax related revenues outside of property taxes. She went over each of the four lines individually explaining the reasoning to any increase or decrease. Finance Administrator Rouse pointed out that unfortunately those four items are tax related and she has not had the opportunity to reconcile with the Tax Collector since the end of March, so it may change a little bit, so what you see there is her finance numbers and not the tax collector's numbers. Chairman Clow asked if the interest and penalties are what is levied or collected. Finance Administrator Rouse replied what is collected. She continued down through the motor vehicle registrations; building permits; other town clerk revenue like vitals and dog licenses; state and federal money; photocopies; land use fees; police department revenue; transfer station revenue; cable franchise fees; sale of town property; interest on investments; library revenue; sewer rents; etc. The suggested 2017 revised revenue from above totals \$3,483,776. Prior to Finance Administrator Rouse completing the revenue review, Chairman Clow asked if there was anyone present that objected to a delayed opening of the public hearing to allow the Board to complete this discussion. There were no objections, so the Board continued. Being there were no questions from the Board, Town Administrator Bolton pointed out that if the Board is fine with these figures they will simply go on the MS-434 form which is due by September 1st. No board signatures are needed, so a motion would be acceptable. **Selectman Snyder moved, Selectman Meaney seconded that the Town report \$3,483,776 for the 2017 revenue on the MS-434 to the State. Passed 5-0-0**

PUBLIC HEARING: Chairman Clow opened the public hearing at 7:10 PM as follows: In accordance to the provisions of RSA 31:95-b, as authorized by a vote on Article 11 of the 1994 Town Meeting, for the purpose of hearing public testimony and comment regarding the acceptance of \$237,654.30 as an additional appropriation of Highway Block Grant Funds in accordance with the provisions of Senate Bill 38. The funds are additional grants under RSA 235:23, I, to be used for highway construction, reconstruction or maintenance purposes.

DPW Director Benji Knapp stated that he is excited to have this stimulant to the road program. He still plans on asking for the \$480,000 next year, so an additional \$237,000 gives the opportunity for a lot more paving next year. He will spend it as wisely as he can. It will give the town a half year boost on things. Chairman Clow pointed out that this money is non-lapsing and will be carried over to next year. He has received many calls from the paving company about doing more this year, but Director Knapp is going to hold off and do more next year.

Frank Campana has a couple of questions. He thinks it is good that the State came up with the money. Mr. Campana asked how was this public hearing was advertised to the people. He claimed that he just found out about it when he saw it on the agenda. Town Administrator Bolton replied that it was put into the Union Leader

FINAL

as well as posted outside the door of the conference room. Mr. Campana stated that he just heard DPW Director Knapp state he was going to ask for \$480,000 for road reconstruction next year. Is that level funded? The reply was yes. Mr. Campana stated that he read about this money in the newspaper and that it can't be used for tax relief. His suggestion was going to be to the Board to level fund the road reconstruction article. He didn't want the Town to get this money and then ask for like \$500,000. He appreciates that it is level funded at least. Mr. Campana stated that actually he would prefer it to be used for tax relief and ask for less than \$480,000. Mr. Campana asked what the time frame is to use this money. Chairman Clow replied that it could be used immediately and through 2018. He asked if that was time enough to put a plan together to use that money. DPW Director Knapp replied that he thought so. Mr. Campana asked if it was too much money for the DPW department to do the work load. Director Knapp replied that it would be wisely spent on paving. Mr. Campana asked if any of this money could be applied to bridge work. The response was yes statutorily it can be. The State of NH DOT and the NH Department of Revenue sent letters to the Town explaining what the funds can be used on.

Richard Butt had a question about how this money was going to be managed financially. In the town report it shows a lump sum for highways, roads, streets and bridges. He would ask that it get broken out separately with revenue and expenses for roads and the same for bridges. Finance Administrator Rouse stated that because it is going to be part of the general fund balance it will be categorized as "committed" so we can't use it for anything other than what SB 38 allows. So the bottom line is yes it will be tracked separately.

Frank Campana wanted to follow up on the last discussion. He recalled several years back when we did the infamous bridge bond it was carried in the general fund at the time and how it was tracked who knows. He asked if this money gets invested at all. Finance Administrator Rouse stated that it is in the bank and so it will be earning some money just like the other money in the account.

Being there was no further comments, questions or input, Chairman Clow closed the public hearing at 7:25 PM. **Vice Chairman Hippler moved, Selectman Meaney seconded to accept \$237,654.30 from the State of NH in accordance with the provisions of Senate Bill 38.** Selectman Snyder asked if the motion would be narrowed to limit the use of the funds for road reconstruction only. Vice Chairman Hippler felt that the use was very well laid out in the letters received from the DOT and DRA. **Passed 5-0-0**

MEETING MINUTES:

August 14, 2017 Minutes: **Chairman Clow moved, Selectman Meaney seconded to approve the August 14, 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 August 31, 2017 as included in the following manifests:

Payrolls Manifest	\$ 46,191.41 (weekly payroll)
Accounts Payable Manifest	\$ 87,304.72
John Stark Regional Manifest	\$ 250,000.00
Weare School District Manifest	\$ 450,000.00

FINAL

TOTAL **\$ 833,496.13**

The following manifests were previously ordered to sign at the August 14, 2017 Board of Selectmen meeting:
Payroll Manifest **\$ 52,023.19 (weekly checks dated 8/24/17)**

Accounts Payable Manifest **\$ 49,898.28 (Checks dated 8/24/17)**

Supplemental Accounts Payable Manifest **\$ 251,188.21 (Construction – DPW Garage)**

Weare School District Accounts Payable Manifest **\$ 750,000.00**

~~~~~  
**As there is no Selectmen's Meeting scheduled for Monday, September 4, 2017, Please vote: To order the Treasurer to sign payroll checks dated September 7, 2017 estimated to be about \$65,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$50,000.00 for accounts payable that cannot wait until the next scheduled meeting of September 11, 2017 without incurring late charges or interest. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next schedule meeting.**

**ADMINISTRATIVE REPORT:**

Capital Reserve Expenditure Request: Town Administrator Bolton explained that she has received a request from Parks and Recreation for \$642.37 to be spent from the Chase Park Repair and Maintenance Capital Reserve Fund to have remove the toilet, snake the sewer drain, remove debris, flush the system and reset the toilet. Town Administrator Bolton pointed out that this will bring the balance in this fund to zero. **Chairman Clow moved, Selectman Osborne to pay Lost Lake Mechanical Contracting \$642.37 for a sewer issue at Chase Park and the funds to come from the Chase Park Repair and Maintenance Fund. Passed 5-0-0** Vice Chairman Hippler pointed out that there is a note on the invoice of possible root matter returned on snake head indicative of potential break/vegetative invasion in sewer line.

MS-1 Form from Assessing for Signature: Town Administrator Bolton received from the Assessing Department the MS-1 Form for the Summary of Inventory of Valuation that is due September 1<sup>st</sup>. There are signatures lines for all five Board members so there is no need for a motion. The form was passed along for signatures.

No Smoking Signs for Chase Park: Town Administrator Bolton informed the board that five (5) No Smoking signs for Chase Park have been ordered. It is anticipated that they should be in this coming week. They will be put up as soon as we get them.

Medical Eligibility for Elected and Appointed Officials as well as Volunteer Firefighters: Town Administrator Bolton was asked for a follow up regarding this topic. HealthTrust has indicated that they would bill the Town directly for any new coverage provided to potential new groups. The rates would be the same as the Town is currently billed. When a covered individual leaves employment, cancellation of medical coverage will occur at the end of the month they leave, provided that a Notice of Membership Change Form is submitted prior to the requested effective date of cancellation. Payment arrangements for these individuals interested would be up to the Town to determine that. Regardless 100% of the monthly cost would need to be paid to the Town no later than two weeks prior to the month being covered. Payroll deductions would not be an option because the amount of hours worked vary from month to month depending upon call volume in the Fire Department and it

## FINAL

would be a complete bookkeeping nightmare. Town Administrator Bolton will email the Board the information and it can be further discussed at an upcoming meeting.

Hawkers, Peddlers and Itinerant Vendors Ordinance: Town Administrator Bolton stated that this was brought up at the last meeting. The ordinance that appears on our website is unsigned. The Selectmen's office doesn't have a signed copy. The Town Clerk may have the signed copy but Town Administrator Bolton didn't get a chance to check today and will. If there is a signed copy why would the unsigned copy be put on the website, but that can be rectified. Town Administrator Bolton stated that regardless of finding a signed copy or not this is something that should be revisited. It is not being enforced for some reason and while we are on the topic it could be reviewed by the Board and the Chief of Police. There is a fee of \$50 to be collected and that will have to be more descriptive because there are no fees of any kind being paid at the Police Department. All fees are paid here. They are given a receipt and with the receipt the individual can get their permit. The Board agreed to review it.

Tax Deed to Return Property to Owner: Town Administrator Bolton presented the Board with a deed for property that we took for tax deed. The owner and her mother have come in for a payoff. The plan is for them to return this coming week and pay in full. At that time the deed would be sent to the registry transferring the property back to the former homeowner. The Board signed the deed.

Town Hall Door Re-Bid: Town Administrator Bolton stated that per the Board's decision the Town Hall Door Replacement was put out to be re-bid. The one contractor from New Boston was notified as well as other local contractors in an effort to obtain at least three bids. Sealed bids were due today at 4 PM to be opened at the Board meeting. Two bids were received and an email from a third contractor thanking the Town for the offer but indicated that he would not be bidding at this time. They opened the bids which were as follows:

|                       |             |
|-----------------------|-------------|
| Gary Labrie Carpentry | \$6,500     |
| Tech Built            | \$4,420     |
| Mattison Contracting  | did not bid |

After some discussion about the two bids a motion was made. **Selectman Snyder moved, Selectman Meaney seconded the motion to award the Town Hall Door Replacement Bid to Gary Labrie Carpentry for the bid of \$6,500 with the money to come from the Mildred Hall Trust Fund for the Town Hall. Passed 5-0-0**

Gazebo: Town Administrator Bolton went to the August 15<sup>th</sup> meeting of the Trustees of the Trust Funds and the gazebo is considered part of the Government Building Maintenance and Repair fund.

Camera Project at the Safety Complex: Town Administrator Bolton asked the Board what they would like to do regarding the quote from Protection 1 for the camera project. The board talked about the one quote. The purchasing policy states that three quotes need to be obtained and that is what they would like to see. It has been mentioned that other quotes were obtained and that the Protection 1 was the least expensive, which is fine, but all the quotes should be looked at. The consensus of the board was to put it back out and abide by the purchasing policy. Town Administrator Bolton stated then the board should make a motion as was done previously and reject the bid for Protection 1 and have it put back out to bid. **Selectman Meaney moved, Vice Chairman Hippler seconded to reject the Protection 1 bid for the camera project and try to get three quotes if possible per the purchasing policy. Passed 5-0-0**

### **PUBLIC COMMENT:**

Richard Butt asked if the Board could clarify on the cameras the total cost of the project. The reply was \$8,450. Mr. Butt asked if that was two new cameras. Chairman Clow replied it was a whole new system and recording

## FINAL

system. The current system is obsolete as far as reproducing something. Mr. Butt urged the board to reconsider the idea of taking the funds from the Government Building and Maintenance and have it come from the operating budget, as there should be surplus. The second item is the lease for Sugar Spice. The Town gets \$1,500 and he would like to see the Board make it zero. The Stone Building is leased and so is the Brown property and there is no money received. They are a nonprofit and they do their own maintenance and he feels it should be zero. Next is the discussion regarding the Finance Committee. When he served the meetings were televised but we have seemed to have gotten away from that and he would urge the Board not to move in the direction of making it mandatory. He felt that Article 36 last year addressed the issue and he hopes that the moderator can get them to televise the meetings without making it a requirement. Chairman Clow asked Mr. Butt about purchasing extra equipment for the Cable Committee so that meetings held in the Conservation Room and the Safety Complex could be taped. Mr. Butt stated that you would be tapping into an already thin committee to put an additional burden of setting up, taping and putting it on line. The last item he would like to mention is the noise ordinance, which he feels should really be called fireworks and shooting ordinance. In 2015 the article was approved by 60% of the voters. The board was supposed to hold public hearings regarding this. There was some talk earlier this year about resurrecting the old noise ordinance, which is where the original article came from. Mr. Butt feels that the original article is flawed. He wishes the board would decide that they're not going to do it or take it seriously and commit to doing it. The committee last year that was formed was flawed. The Board did not even interview anyone to find out their interests or views. At one point the Chairman of the committee stated that everyone on the committee doesn't think we need a noise ordinance. Mr. Butt agreed that we don't need a noise ordinance. We need something more specific that pertains to fireworks and firing ranges. He feels that the study/survey that was done was flawed as well because you didn't know where the complaints were coming from. He hopes the board would reconsider starting over again. Interview people and putting a committee in charge of coming up with something. He feels that Goffstown has come up with some very good guidelines. He stated that when firing ranges are looked at there should be consideration of impact zone. He would urge the board not to just resurrect the ordinance. Go back and take a hard look at it, get a group together to discuss this issue and interview potential candidates.

John Vanloendersloot wanted to reply to Mr. Butt's comments about the noise ordinance committee. There are two things he would like to correct. First, he was on the committee and the comment about everyone was against having one was incorrect. He was for a noise ordinance. Second, as for the results of the survey there were areas that asked for the type of noise and the location where the noise occurred. He is not sure if those results are still available, but they were able to figure out where the top problem areas were. Next issue was the town gazebo. He mentioned this and again is going to urge the Board not to use tax money for this. He would encourage doing fundraising and possibly donations from businesses/people in town. He would like the Board to not spend any more tax dollars on the gazebo.

Richard Butt responded to Mr. Vanloendersloot's comments. Mr. Butt stated that he was just pointing out what the Chairman of Noise Committee previously stated at a meeting that no one on the committee was in favor of a noise ordinance. With regard to the survey his point was there was no way to find out how many of the complaints came from a certain area because the location information was not specific.

Frank Campana stated that at the August 14<sup>th</sup> meeting part of his comments were about the cameras. He was using budgeted numbers specifically the line of officer's salaries. He misspoke. He was using a number of \$100,000 as an average cost for an officer per month, when he meant \$10,000. He would like to make that correction tonight and the average cost is \$8,333 dollars. He would like to add to the broad spectrum of the available money left in the police department. He was curious to know the update of an officer that went to the reserves. The last paycheck for this officer before he went to the reserves was dated July 6<sup>th</sup>. He does not

## FINAL

appear on the payroll because per the CBA the Town only pays the difference between the town wages and the reserve wages. This officer makes more in the reserves so we are not paying him anything. So here is another instance where two months of just his salary that would leave approximately \$16,000. Mr. Campana also asked for the net assessed valuation number that was discussed earlier and he will get it tomorrow at the CIP meeting.

Tim Matheson, 80 River Road stated that on the Town Hall doors the center mullion looks like it is not anchored to the top plate. We need to make sure that is done properly. Second can we ask the installer of the doors if we need to replace the new jam can we have it provided in solid wood and maybe get it through Mast Road like the doors were. This past weekend the user of the Town Hall held the door open with a huge rock. There are better ways of doing it by using a hook and latch system, which he would like to see that happen. The other thing on the brass kick plates we need to make sure they are solid brass because you may end up with iodized steel that will rust and discolor. On the gazebo, he has the specs for the new gazebo if he brings those in can the Board look at them, review them and adopt them as specs. The board felt that they could look at it but not necessarily adopt them as our specs. Chairman Clow stated that he looked at the gazebo and the pillars are rotted at the base but there is a steel pipe and the bottom is decorative, so the rot is not structural. The top appears to be racking a little bit but it doesn't seem to be any worse. Mr. Matheson asked the historical society has talked about it briefly and they do have some money for it. They have also talked about fundraising. A few of the members are not in favor of using the Government Building and Maintenance for this. There are other projects that should be done before the gazebo. If it gets worse, we may have to close it like we did before. Mr. Matheson asked if the installer could keep the best of the doors to be used as a new back door. Also on a public building like this the installer should put non removable pins (NRP) to alleviate someone trying to break in. They are stainless. The last thing is there any insurance yet for the clerk of the works. Town Administrator Bolton stated that she had met with Primex and someone from Primex that specializes in that area was supposed to call back and that didn't happen for tonight. There will be an answer for the next meeting.

**CORRESPONDENCE:** Town Administrator Bolton went through the correspondence shared with the Board since the last meeting. The list is as follows:

- The Board received a thank you from Sarah Wagner who was the senior that interviewed the Board.
- The Board received a resignation letter from Janet Brown from the Cemetery Trustees. The Board would like a thank you letter to go to Mrs. Brown thanking her for her years of service.
- UNH sent information regarding the emerald ash borer (EAB) which is an invasive insect that has been found in Weare. The library is going to be hosting a speaker on this on September 7<sup>th</sup> during their coffee hour at 9 AM.
- SNHPC sent information to the board outlining all the services they could provide particularly road safety audits, high crash location studies and regional signal warrant studies.
- 2016 Assessment Review from DRA ó Avitar responded to DRA and it appears we are all set

Selectman Snyder wanted to just remind everyone that Saturday, September 16<sup>th</sup> Granite State Communications will be holding their annual BBQ and presentation of the Hometown Hero from 11AM to 2 PM at the parking lot at Lancetot's plaza.

## OTHER BUSINESS:

Chairman Clow wanted to have a discussion amongst the board about how to proceed with the Town Hall project. We can take it in pieces or as a project and go through the CIP process. There was discussion of an article for the replacement tower; then the following year an article for windows; and then repair/replace the rot and corner boards. He would like permission to proceed to CIP and present the board's wishes. Chairman Clow



## FINAL

stated that he would like to get started with using the balance left in the Mildred Hall fund on an hourly basis to start working on the rotted boards. The original list was created in 2014 and the only items that were taken off the list were very minor projects. We need to do more with the building. For tonight Chairman Clow was pushing for a commitment from the Board to do something. The idea of the quote that was received was to get people thinking about individual project articles. Vice Chairman Hippler stated that he felt what went wrong last year we had a list of items but no numbers attached to it which hurt. If we have valid quotes he feels we would have a pretty good chance of getting approval. The consensus of the board was to put on several different warrant articles project based. The Board would like Town Administrator Bolton to get some prices for some of the minor projects like the drip edge over the handicap ramp, sealing the handicap ramp and try to get a starting number for the rot.

Selectman Snyder wants to not forget a maintenance person/janitor. She pointed out that the old mop sink that was replaced at the Town hall is still sitting in the room. The Town office walls are filthy and are in need of cleaning. The Board asked Town Administrator Bolton to pull out the job description that the Board has for the custodian position and send it to the Board as a starting point.

### NONPUBLIC SESSION:

**Chairman Clow moved, Vice Chairman Hippler seconded to enter into nonpublic session @ 9:12 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**

**Vice Chairman Hippler moved, Selectman Meaney seconded to exit from the nonpublic session @ 9:57 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, 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, Vice Chairman Hippler moved, Selectman Meaney seconded to adjourn at 9:59 PM. Passed 5-0-0**

### ADJOURNMENT

A True Record.

*Naomi L. Bolton*

Naomi L. Bolton  
Recording Secretary