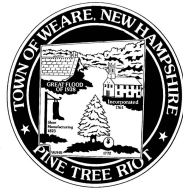


FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
December 18, 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; Frank Campana; Travis Corcoran

Chairman Clow called the meeting to order at 6:30 PM, welcomed everyone present and watching, followed by the Pledge of Allegiance.

**DEPARTMENT HEAD/COMMITTEE ITEMS:**

Police Department: Chief Kelly was present to discuss the police cruiser article as well as the additional officer article that he is proposing. Chairman Clow stated that Saturday the Board discussed the cruiser article and it was brought up as to looking at the SUV versus the Dodge Charger. Chief Kelly stated that he reached out and got pricing for the Dodge Chargers, the Ford Explorers and the Chevrolet Tahoe. All are on the State bid list.

The prices were as follows:

Dodge Chargers	\$25,425 ó base car	Ground clearance: 5.1ö
	\$15,521 ó upfit	
	<u>\$ 3,625</u> ó radios	
	\$44,571 ó Total	(\$89,142 for 2 cruisers)
Ford Explorers	\$29,338 ó base car	Ground clearance: 6.4ö
	\$17,021 ó upfit (not firm-vendor doesn't have 2018 prices)	
	<u>\$ 3,625</u> ó radios	
	\$49,984 ó Total (estimated)	(\$99,968 for 2 cruisers)
Chevy Tahoe:	\$34,752 ó base car	Ground clearance: 8.5ö
	\$17,021 ó upfit (not firm-vendor doesn't have 2018 prices)	
	<u>\$ 3,625</u> ó radios	
	\$55,398 ó Total (estimated)	(\$110,796 for 2 cruisers)

Chief Kelly recommends that the Board stay with the Dodge as it is more economically sound. Our current Ford Explorer has had four recalls since we owned it. He is not inclined to change from the Chargers. Selectman Meaney stated that the Board only saw one price and now we have the other prices and the clearance differences. Vice Chairman Hippler stated that the two new cars will be replacing the old Crown Victorias of which one is the Lieutenant's take home vehicle. If the article passes which vehicle would he get? Chief Kelly replied that he

## FINAL

is not sure as of now, ask him in March. Chairman Clow stated that if the Lieutenant's take home car ends up being a marked one he suggested to leave it marked. Selectman Meaney confirmed these are solid numbers. Chief Kelly stated for the Dodge Chargers yes as they are State bid. Vice Chairman Hippler asked if Ossippee Mountain was the only one asked for the upfit bid. Chief Kelly replied that the other two companies are out of state and they were much higher, so he didn't solicit them. Vice Chairman Hippler stated that if this passes the bids for the equipment needs to be put out to bid.

Chief Kelly was asked to discuss the request for additional staff to add one additional full-time officer for 2018. The question he is getting is why an additional officer. The additional officer would allow the police department to provide 24/7 coverage. The NH State Police have been helpful but now the State has come under scrutiny with their limitations as to size and jurisdictional changes. In towns with populations of 3,000 and more the State police have no jurisdiction. If the Town would like to have the State police cover from 3 AM to 7 AM there will be a cost of approximately \$109,000. This solution can be problematic with regard to the current Collective Bargaining Agreement (CBA) for the police officers as they have the first right to take open shifts as they become available. Having the NH State police providing coverage could make it a grievable for the officers. Chief Kelly provided the calls for service data. If we don't add an additional officer and our officers provide the overtime the cost for that would be an additional \$147,583 for the year. Vice Chairman Hippler stated that the first time the Board heard about additional staffing it was for 2 1/2 and now we are looking at 1 1/3 to include the School Resource Officer (SRO)? The reason for 1/3 is, that leaves the other 2/3rds that would belong to the school. Vice Chairman Hippler stated that we would like to see a written commitment from the SAU regarding the SRO officer. Chairman Clow asked Chief Kelly if the increase in felonies is a direct cause of drug issues. He agrees with the need for more visibility of the officers. Vice Chairman Hippler asked what the ratio of call for services versus case load. Chief Kelly replied that the change in prosecutor has provided some positive things almost immediately. Things are much more organized and she is working very closely with the officers on cases. Vice Chairman Hippler stated that he has seen the officers out there a little bit more. Chief Kelly added that the efficiencies have grown in time. He urged the Board that between statutory requirement, the CBA, and the Town, at this point it is an operation need and they have to have this additional officer.

**PUBLIC HEARING:** For the purpose of hearing public testimony and comment on the acceptance of approximately 900 LF of Sunrise Lane (off Pine Hill Road) as a Class V Town maintained Road.

Chairman Clow opened the public hearing at 7:23 PM. Chairman Clow stated that the Planning Board did a final site walk a couple of weeks ago. The Planning Board has officially voted to recommend to the Board to accept it as a Class V road. Town Administrator Bolton stated that there needs to be a Warranty Bond posted for two years which represents 25% of the total cost to build the road. The road construction was done and inspected at milestones by a Town engineer, Keach Nordstrum. The owner of the subdivision/road has paid for all the inspections through a pass through engineering account that the Town has. The warranty bond needs to be in the amount of \$18,181.96, which the contractor has with the Town currently in an account. There is more than that in the fund, so any residual will be released to the contractor. Once the Board votes to accept it the Highway Department takes over maintaining it, tomorrow morning. **Selectman Osborne moved, Selectman Snyder seconded to accept approximately 900 LF of Sunrise Lane as a Class V town maintained road and that the Town hold \$18,181.96 as a warranty bond to expire December 18, 2019. Passed 5-0-0** Chairman Clow closed the public hearing at 7:32 PM.

## 2018 BUDGET WORK SESSION – REVENUES:

Finance Administrator Beth Rouse was present to go over the 2018 revenues. The 2018 revenues were established with input from the department heads as well as looking at the three year average. The 2018 estimated revenues are less than in 2017, but Finance Administrator Rouse would like for the Board to review

## FINAL

the fee schedules Town wide during 2018 to make sure we are collecting the costs. There are some fees that have not been reviewed in a long time. There will be one more time after we close out the year for the Board to review these before we go to Town meeting.

The Board's next regular meeting after the New Year will be Tuesday, January 2<sup>nd</sup> @ 6:30 PM. The night before the Board will be attending the Finance Committee meeting.

The Board will need to hold two public hearings on the Town Administrator's contract once an agreement is reached. The Board would like to post those dates for January 8<sup>th</sup> and 15<sup>th</sup>. January 15<sup>th</sup> will also be the public hearing for the operating budget as well. The items can be all posted together.

Town Administrator Bolton mentioned that there are a few one-time purchases that have been requested from some of the department heads. The requests total approximately \$13,712.42. The Board would like to hold off on these approvals until next week's meeting.

Vice Chairman Hippler stated that he doesn't have an issue with using undesignated fund balance for the police cruisers but we need to look in 2019 at the highway department trucks, they are moving towards a critical need as well.

Chairman Clow asked Town Administrator Bolton to see if firm numbers can be obtained for the fire suppression system from the Clerk of the Works. The Board would also like to hear from the Fire Chief on the type of system (water, foam, or chemical) would be best for the DPW garage.

### MEETING MINUTES:

December 11, 2017 Minutes: The Board would like to table these until the next meeting.

### MANIFESTS

**Chairman Clow moved, Vice Chairman Hippler seconded to order the Treasurer to sign accounts payable and payroll checks dated December 21, 2017 as included in the following manifests:**

<b>Payrolls Manifest</b>	<b>\$ 76,899.93</b>	(weekly and quarterly payroll)
<b>Accounts Payable Manifest</b>	<b>\$ 33,375.76</b>	
<b>Additional Accounts Payable Manifest</b>	<b>\$ 4,000.00</b>	
<b>John Stark Coop Accounts Payable Manifest</b>	<b>\$ 250,000.00</b>	
<b>TOTAL</b>	<b>\$ 364,275.69</b>	

**Discussion:** Town Administrator Bolton was questioned about two bills. First was for Lifesavers for \$1,840 for 2 AED's and supplies. Lifesavers are on the State of NH bid list for AED supplies. Town Administrator Bolton explained that annually all the AED's are looked at to make sure the batteries are good and the supplies are up to date. After that is done one order is placed with Lifesavers for supplies in an effort to save any shipping costs. The second invoice was for \$1,033 for WD Perkins. This invoice was for work done on the tanker. While they were here doing the original work which would have been under the \$1,000 amount there was another part that

## FINAL

needed repair, so they returned the next day to fix that as well. The invoices could have been done individually because it was two separate fixes, but it was billed as one. **Passed 4-0-1 (Osborne)**

~~~~~

### ADMINISTRATIVE REPORT:

Town Office Attic: Town Administrator Bolton informed the Board that she still has been unsuccessful in reaching the contractor, his mailbox is full and not taking any messages. Town Administrator Bolton will continue to try to reach him.

George & Joan Buxton Revocable Trust: Town Administrator Bolton informed the Board that today the Weare Fire Department and the Weare Rescue Squad received two checks each for \$5,237.12 from the George and Joan Buxton Revocable Trust. This is the final distribution of money to settle the estate. There will be no public hearing for this money because at the original public hearing on October 31, 2016 the Board moved to accept the first donation of \$47,400 and any future gifts. Terry Knowles informed the Board at the public hearing how funds left to the Town by a bequest worked. The Trustees of the Trust Fund are the agents to expend since the donor didn't specify.

### PUBLIC COMMENT:

Gregg McDowell asked the Board why Chief Kelly's vehicle has regular license plates on them. The Board stated that was a discussion held in nonpublic session and sealed therefore a reply can't be provided at this time.

Frank Campana stated that he thinks the SRO should be looked into further. The Town funds and pays for the full amount of the cost of the officer and then the reimbursement from the school goes into the general fund. The Town is footing the full bill and he agrees with Vice Chairman Hippler that the Town needs some sort of written commitment from the school before funding it.

### CORRESPONDENCE:

None

### OTHER BUSINESS:

Vice Chairman Hippler asked if Town Administrator Bolton would inquire as to the status of the camera project that was approved earlier this year.

### NONPUBLIC SESSION:

**Chairman Clow moved, Selectman Meaney seconded to enter into nonpublic session @ 8:50 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 @ 10:10 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**

The Board discussed staffing and the Town Administrator contract and evaluation.

**Being there was no further business to come before the Board, Chairman Clow moved, Selectman Snyder seconded to adjourn at 10:11 PM. Passed 5-0-0**

**FINAL**

**ADJOURNMENT**

A True Record.

*Naomi L. Bolton*

Naomi L. Bolton

Recording Secretary