

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
December 27, 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; Lori Davis; Beth Rouse, Finance Administrator; Benji Knapp, DPW Director; Bob Vezina, Fire Chief.

Chairman Clow called the meeting to order at 6:30 PM before entering into nonpublic session.

**NONPUBLIC SESSION:**

**Chairman Clow moved, Selectman Meaney seconded to enter into nonpublic session @ 6:31 p.m. pursuant to the authority granted in RSA 91-A:3II (b). 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 @ 6:43 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 interviewed a potential candidate for a position open at the DPW Department.

Chairman Clow welcomed everyone present and watching, followed by the Pledge of Allegiance. Chairman Clow explained that the late start this evening was due to the Board conducting an interview with a potential candidate for our last vacant DPW position.

**DEPARTMENT HEAD/COMMITTEE ITEMS:**

Public Works Department: DPW Director Benji Knapp was present. The DPW department still has one vacancy and brought forth an applicant tonight. Michael Harder is a Weare resident and would be brought on to bring the roster at the DPW Highway department to full. Director Knapp would like to have Mr. Harder start on Friday, December 29, 2017 pending a negative drug test tomorrow. He would be starting at \$16.56 per hour.

**Vice Chairman Hippler moved, Selectman Meaney seconded to hire Michael Harder as a DPW Truck Driver starting at \$16.56/hour effective Friday, December 29, 2017 pending a negative drug test result. Passed 5-0-0**

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New Welder: Director Knapp informed the Board that the Town owned welder finally gave up a few months ago. He stated it was old when he came to the Highway Department 16 years ago. The Town mechanic has brought his in from home, because they use the welder almost every day. Director Knapp contacted three vendors, but only two replied. Maine Oxy was contacted twice and no bid was received. Bids were provided for a Lincoln Welder 350 MP with spooled gun that will weld aluminum as well.

AirGas provided a bid of \$8,739.69

Haun Welding provided a bid of \$6,304.95

Haul Welding also would be providing a cart for no additional charge. Director Knapp stated that it did not matter to him what year the welder gets bought, but we need one. **Vice Chairman Hippler moved, Selectman Meaney seconded to award the welder bid to Haun Welding for a price of \$6,304.95 and for the funds to come from the bottom line of the Highway Department. Passed 5-0-0**

The Board complimented Director Knapp and his crew on the great job that they did during the Christmas Holiday snow event.

Fire Department: Fire Chief Bob Vezina had a couple of department items. First the radio project update, all the sites are complete except for the one at Clough Park. The installation has stalled because they have hit ledge and they are looking to have someone come in to core through the ledge or blast it. Regardless this site will not be done by year end. Last year the Board encumbered money for the entire project which will expire at the end of this year. There is approximately \$14,000 left. He would ask the Board to encumber \$14,000 out of this year's money and let last year's go back to the general fund. This would allow the project to achieve full completion in the spring. The second item he has are two wish list items if the board will be entertaining one-time items to be purchased with remaining funds. His pickup truck lost the light bar about one month ago. He priced a replacement and it is approximately \$450 plus shipping. The other item is for two docking ports for the tablets that are currently used in the ambulance. It would provide a secure and neater fashion to hold the tablets. The docking ports (cradles) would cost about \$600 each so \$1,200 would be needed for both tablets. The tablets have keyboards which made finding something for them more of a challenge. Vice Chairman Hippler asked Chief Vezina if he had any idea of the life of these current tablets. Chief Vezina replied that he doesn't see an end date at least for a couple of years from now. The Board advised Chief Vezina that after the discussion of the Town Warrant will be the discussion of one-time purchase items.

**2018 TOWN WARRANT DRAFT:** The Board started to review the 2018 warrant article.

Police Cruisers: Vice Chairman Hippler stated that he has no problem with the funding means, but he was taken back by the reply of the Chief when asked about the take home vehicles a week ago. Chairman Clow stated that this Board has the power to declare what the take home vehicles will be. Selectman Meaney stated that he feels the Board should ask only for one cruiser this year and start a car a year program of rotation. Selectman Snyder said she is fine either way she is concerned with the increase it may have on the vehicle maintenance budget. Chairman Clow stated that he is concerned with the process. This went through the CIP process months ago and there was no discussion at that time, so the only decision left, he thought was how to fund it. Selectman Meaney stated that he felt going to the well for 2 more cruisers this year was too much. One of the older cars is sitting now. He felt it would be better to get one and start the rotation of one per year. The Board tabled this discussion so the Chief could have input.

Additional Police Officer: Vice Chairman Hippler stated that he would like to see us run fully staffed first. He is not denying that we need another officer, but we have no data to support it. Chairman Clow pointed out that if the funding is not approved then there is no money to hire causing a delay. Selectman Snyder agrees with Vice Chairman Hippler. This article was tabled for Chief Kelly to be present.

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Ambulance billing re-purposing: The Board would like to see the name of the fund included in the warrant article. Chief Vezina pointed out that this would be a great tool for the toolbox and the Town would still need to have a vote on any purchase to come from this fund.

Pavilions at Bolton Field: Vice Chairman Hippler stated that this has come up at prior public comments regarding the requests that have come forward in the past 3 years have been all over the map. Selectman Osborne stated that one meeting he was at he recommended that they come back with last year's request again. The Parks and Recreation Committee didn't go with his suggestion. Board members feel that in three separate years that there have been three different projects.

2017 Year End Budget Purchases: Town Administrator Bolton has a few one-time purchase items that she would like the Board to consider purchasing. The amount left as of tonight which was forecasted as best we could with expenses, contract, overtime, etc. There is a balance of \$121,362.21 left approximately.

Spaulding Hill Networks ó \$2,793.72 ó new computers for Beth Rouse, Finance Administrator and Wendy Rice, Assessing Administrator.

CAI - \$1,700.00 ó one time upgrade for the zoning module with our mapping company

Buoy Lines @ Chase Park - \$2,216.64

2 - Police Shields - \$960.00

3 ó Aim point optics for the Police - \$1,121.00

Haun Welding - \$6,304.95 ó welder for DPW ó previously approved tonight

Fire Chief's Light Bar for Truck - \$450.00

Fire Dept. cradles for tablets for ambulance - \$1,200

Voter Site ó continuation of 2017 project - \$14,000

Total: \$30,746.36

### MEETING MINUTES:

December 11, 2017 Minutes: **Chairman Clow moved, Selectman Osborne seconded the motion to approve the December 11, 2017 as amended. Passed 5-0-0**

December 16, 2017 Minutes: **Chairman Clow moved, Vice Chairman Hippler seconded the motion to approve the December 16, 2017 as amended. Passed 5-0-0**

December 18, 2017 Minutes: **Chairman Clow moved, Vice Chairman Hippler seconded the motion to approve the December 18, 2017 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 December 21, 2017 as included in the following manifests:**

**Payrolls Manifest** \$ **58,711.50** (weekly, monthly & fire permit wages)

**2017 Accounts Payable Manifest** \$ **46,506.92**

**2017 Supplemental Accounts Payable Manifest** \$ **4,412.98**

**2018 Accounts Payable Manifest** \$ **190,149.77**

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Weare School Accounts Payable Manifest      \$ 750,000.00

TOTAL      \$ 1,049,871.17

Passed 5-0-0

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### 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.

Prepayment of Property Taxes: Town Administrator Bolton informed the board that there have been numerous phone calls coming in and lots of emails inquiring about the Town's ability to accept the prepayment of property taxes, RSA 80:52-a. Several communities are getting bombarded as well due to the anticipation of changes as a result of the newly approved tax plan by President Trump. NHMA advises that the statute allows either a Town's governing body or legislative body can give the authority. The Town has never adopted the provision by Town meeting. Town Administrator Bolton asked the Board to approve the acceptance by way of a motion. **Chairman Clow moved, Selectman Meaney seconded to authorize the prepayment of taxes pursuant to RSA 80:52-a and authorize the collector of taxes to accept payments in prepayment of taxes, provided however that no taxpayer shall be allowed to prepay taxes more than 2 years in advance of the due date of the taxes. Passed 5-0-0**

### PUBLIC COMMENT:

Gregg McDowell asked if there was any light bars left off the old cruisers that we could change the lens color for the Fire Chief's vehicle versus getting another one in light of the vehicle being replaced in the near future. Vice Chairman Hippler stated that all the light bars went on the cars to State auction. He also stated that the new LED lights on the bars are programmed and not simply lens changed.

Lori Davis suggested that the Board look into the Keno warrant article to see exactly what it's going to pay for. It will not cover the costs of additional teachers, etc. Ms. Davis wanted the Board to be aware of what the Finance Committee will be looking for at the meeting on Wednesday night. They will be looking for the percentage of the increase as well as the cost of what the warrant articles are going to be. She stated that 4 weeks ago she has asked the Town Administrator to ask the Chief for information regarding number of calls, times of calls, locations of calls, types of calls, etc. To date she still has not received the information and the committee will be looking at this information in making decisions. The Library CIP request is a big concern because they have the money in place, why are they not using their own money first before asking the taxpayers.

Gregg McDowell added that the Library is looking for a community type center. All three schools currently have auditoriums with stages and he feels it is not necessary because there is enough space already for community type events.

Vice Chairman Hippler responded to Ms. Davis and stated that the Town has to take care of the municipal side of things and we can't simply table everything on our side because of the needs of the schools. He understands there may be increased articles and expenses, but there are two different needs, school and town.

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### **CORRESPONDENCE:**

None

### **OTHER BUSINESS:**

Vice Chairman Hippler asked if there was any new information with regard to the camera project at the safety complex. He also asked for an update on the DPW Garage. Town Administrator Bolton did not have an update on the cameras. As far as the DPW the trucks have been in and out having cutting edges changed. The furniture is scheduled to be delivered on Friday at 9 AM. The garage doors are not 100% done yet. There were 2 doors that still needed the openers to be installed. The electricians are working all weekend to get the furnace done so that they can fire it up at the beginning of next week.

Selectman Osborne asked if the Board would consider a warrant article that would remove the exception from the 1994 warrant article for the Board to resell property obtained by tax deed. The Board would suggest that Town Counsel be consulted to write the article.

### **NONPUBLIC SESSION:**

**Chairman Clow moved, Vice Chairman Hippler seconded to enter into nonpublic session @ 9:21 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 @ 9:55 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, Chairman Clow moved, Selectman Snyder seconded to adjourn at 9:57 PM. Passed 5-0-0**

### **ADJOURNMENT**

A True Record.

*Naomi L. Bolton*

Naomi L. Bolton  
Recording Secretary