

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
March 19, 2012**

PRESENT: TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN; KEITH R. LACASSE, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Maureen Bilodeau, Jan Snyder, Donna Osborne, John Osborne, Frank Campana, Chief Begin, Colleen Couhie, Suzanne Couhie

7:00 p.m. Chairman Clow called the meeting to order.

SWEAR IN NEWLY ELECTED OFFICIALS – Maureen Bilodeau, Town Clerk, swore in Colleen Couhie as Supervisor of the Checklist, John Osborne to the Board of Fire Wards, and Tom Clow, James Leary, and John Lawton as Selectmen.

ELECT BOARD OFFICERS FOR THE UPCOMING YEAR

Selectman Butt moved, Selectman Lacasse seconded to appoint Tom Clow as Chairman of the Board of Selectmen. Passed 4-0-1; Tom Clow abstained

Selectman Lacasse moved, Selectman Lawton seconded to appoint Richard Butt as Vice Chairman of the Board of Selectmen. Passed 5-0-0

DEPARTMENT HEAD AND COMMITTEE ITEMS – Vice Chairman Butt said that he noticed in a previous Manifest there was a request for a Net Book computer and some associated software. His concern with this purchase is that at the time they did not know what the voters would give the town and there was a \$30,000 article for computers. Chief Begin said that he is replacing the broken laptop that is currently in his car with a smaller computer. The intent was for the purchase to be expended from the Revolving Fund. Vice Chairman Butt said that who the computer was purchased from was unusual. Chief Begin said it was the cheapest he found, the individual it was purchased from works for HP, and it was \$2,200 less than what the IT person could get it for. Vice Chairman Butt said that he found the computer online for \$40-\$50 less. He also found the adaptor and a sleeve for the computer online for \$24 and the Chief was charged \$56. Chief Begin explained that Dawn did the research and this was the least expensive way to make the purchases. The current computer is not repairable. Vice Chairman Butt asked if they looked into what it would cost to service it. Chief Begin responded that he did not. It was discussed that because they are converting from the Crown Vic there are parts and accessories that will not be compatible such as the cage and console. Chief Begin is not sure if the laptop stand is compatible with the new car. Chief Begin told the Board that if they build the fund back up, he would like to purchase another vehicle in the fall at a cost of \$27,000-\$28,000 for the vehicle and \$5,000-\$6,000 for the accessories. The new cruiser replaced the Durango and the Durango went to the detective who had an old Ford which is being retired.

Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 7:17 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

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Selectman Lacasse moved, Chairman Clow seconded to come out of non public session @ 7:53 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Selectman Lacasse moved, Vice Chairman Butt seconded to seal and restrict the minutes of the non public session. Passed 5-0-0

MANIFESTS

Checks dated: March 15, 2012

Weekly Payroll	<u>\$41,117.45</u>
TOTAL	\$41,117.45

Chairman Clow moved, Vice Chairman Butt seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated March 22, 2012.

Accounts Payable	\$672,369.36	(Weare School \$350,000; John Stark \$250,000)
Gross Payrolls	<u>\$40,852.56</u>	(Includes taxes, credit union, police detail)
TOTAL	\$713,221.92	

Also, to order the Treasurer to sign payroll checks dated March 29, 2012, that will include payment for weekly wages and matching taxes. Actual amounts paid and reports backing up the numbers will be disclosed at the next scheduled Board meeting.

MEETING MINUTES

Chairman Clow moved, Vice Chairman Butt seconded to approve the minutes of March 5, 2012 as amended. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to approve the minutes of March 12, 2012 as amended. Passed 5-0-0

REVIEW PROCEDURE FOR ADOPTING VOLUNTEER POLICY – Chairman Clow explained to the Board that they need to talk about the process for adopting the policy. Vice Chairman Butt said that he sent information to Board members and discovered additional information regarding RSAs for Boards and Committees. RSA 673:7 indicates that members of the Planning Board may serve on another committee, but not more than one member of the Planning Board can sit on a Land Use Board. It was discussed that there is one individual serving on six committees including the Planning Board. The Board discussed that they should get legal opinion before anything is done. Chairman Clow said that once they clarify the legality they should probably hold a public hearing before adopting the policy. The question of doing criminal background checks on volunteers was raised.

Selectman Lawton said that there are difficulties in getting volunteers to serve on Boards. Vice Chairman Butt said that the first step in this process is to send the article and policy as well as copy of the RSA to legal council for review. The town did not receive legal opinion on the Article 29, which was a petitioned article. Article 29, the draft policy, RSA 673.7, and RSA 272.7 will be sent to legal council. Selectman Lacasse does not think they should send a copy of the draft policy before they review it and pay for legal review twice. Vice Chairman Butt would like legal opinion regarding background checks. He feels they could be taking a person's right away by allowing them to serve and then taking that right away. Chairman Clow said his feeling would be that a person would be grandfathered in if they are already serving. Vice Chairman Butt said that if they are not going to send the draft policy, then they do need a legal opinion on Article 29 in relationship to the RSAs especially as it relates to Land Use and criminal background checks.

This discussion will be put on the April 2nd agenda.

ADMINISTRATIVE REPORT – Naomi Bolton, Town Administrator, gave copies of the personnel policy to Selectman Lawton and Selectman Leary.

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The MS2 form, which are the appropriations that were voted on, was signed by members of the Board.

Naomi Bolton, Town Administrator, told the Board that she received an email regarding flood control. There is a law office in Concord looking to pursue Superior Court action to try and get some of the revenue that Massachusetts was supposed to pay to the State of NH. Chairman Clow said that up until January 2011 the State of NH was paying the towns the total amount due to them. We are received \$57,000 revenue in 2011, now they will only get \$17,000. Naomi Bolton, Town Administrator, will get more information before responding.

Naomi Bolton, Town Administrator, asked for a signature from the Board to adopt the rates for health insurance. The rate for July 1, 2012 to July 30, 2013 has decreased 5.6% from the current rate. The health insurance is through the Local Government Center, but is contracted through Health Trust and Anthem is the carrier.

Selectman Lacasse moved, Selectman Lawton seconded to authorize the Chair to sign medical coverage rates for the period of July 1, 2012 to July 30, 2013 as presented by Local Government Center Health Trust. Passed 5-0-0

Naomi Bolton, Town Administrator, told the Board that she put together a list of ex-officio's for committees and the times they meet. PARC has vacancies and so does the Heritage Commission. Chairman Clow said that when he came on the Board six years ago he was appointed as an alternate on the Planning Board. He is willing to give up his seat on the Planning Board. Selectman Lacasse said that he would like to be on the Planning Board.

OTHER BUSINESS – Selectman Lacasse said that in 2008 when he was first elected on the Board he ran into an issue with politicking on town property. The Board took action to specifically allow that to take place for town's people, excluding town employee's, and he would like to clarify this because department heads might have forgotten. Selectman Lacasse said that in 2008 the Board said that politicking at the gazebo could be done. He said that citizens were being turned away and being told they could not do it. Chairman Clow said that he does not remember approving a policy that said go ahead and do it. Selectman Lacasse is asking for this Board to establish a policy to permit politicking or free speech activity on town property. He asked if there is a policy in place that says it is not allowed. Vice Chairman Butt said that he does remember that there were no signs on town property. Selectman Lawton said that there is a policy for politicking during elections. Selectman Leary said that there may be the need to have something in writing so department heads have something to refer to. Selectman Lacasse will draft something. Chairman Clow said that there is an ordinance that states there are no political signs on town property except on election day.

Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 8:42 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ 9:55 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to seal and restrict the minutes of the non public session. Passed 5-0-0

ADJOURNMENT

A True Record.

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Cherry Palmisano, Recording Secretary