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WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
January 14, 2013

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

**RECORDING SECRETARY:** Cherry Palmisano

**TOWN ADMINISTRATOR:** Naomi Bolton

**GUESTS:** Tina Connor, Jeff Spring, Tim Redmond, Frank Campana, Christine Hague, Heleen Kurk, Neal Kurk, Jan Snyder, Johnna Grzywacz, Greg Begin, Benji Knapp, Carl Knapp, Katherine Cloud, Gregg Elwood, LeRoy Marcroft, Jill Dagenais, Paul Marsh, Matt Whitlock, Ike Shepard

**6:00 p.m. Chairman Clow called the meeting to order.**

Chairman Clow indicated that the reason for the 6:00 p.m. start was to get a chance to meet with the Public Works Director to go over the DPW Garage plans before the hearing tonight at 7:00 p.m. This discussion was supposed to take place last week, but the Board ran out of time, so they asked to meet early to go over the plans.

Mr. Redmond gave an overview of the DPW Garage to the Board before the Public Hearing and told the Board that he is requesting to change the warrant article funding for the Highway Garage from \$575,000 to \$675,000.

**Chairman Clow opened the public hearing at 7:00 p.m.**

**PUBLIC HEARING – To hear public testimony and comment on a Bond for approximately \$575,000 for the DPW Building.** Mr. Redmond, Public Works Director, explained that he began this process believing that a two-phased approach to this project was the best way to proceed. Phase I would be to build a new shop behind the existing building, use the existing building and build a modular (or reusable/removable) office in front of the existing shop. At the completion of the proposed 10 year bond, we would come back to the voters and request funding to complete the rest of the building by tearing down the existing shop to make way for the Phase II construction and remove/reset the modular office space at the end of the new Phase II constructed building. This train of thought was his way of proposing bond funding that would be inline or close to the amount of the bond payment on the Safety Complex Bond, which is due to retire in 2013. He wanted to try to get voter approval for this project that would not greatly increase the bond payments, only continue the bond payments for another 10 years.

The original proposed building would have nine overhead doors, but after discussing it with many people it was decided that it may not be the best idea. There are unknown soil conditions behind the garage and concerns with fill. When the building design was placed on the site it did not really fit very well because it was 130 ft long and extended back into the woods. The building did not allow them to have a drive through configuration. The overhead doors were a concern. The soil condition could cost the town more money. The proposed building meets their current needs, but does not allow for future growth. Mr. Redmond said that he went back to the original design that was proposed in 2009, which shortened the building and squeezed the elements into the building. The building can fit and have a drive through configuration. It would cost less to build and heat because there will be less overhead doors. They would not have to heat and maintain the old garage for an additional ten years. Mr. Redmond thinks that the 80 ft x 140 ft functional garage would be in the best interest

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of the town. This building would eliminate the need for the modular office. The professional estimates he has received are close to \$675,000.

Mr. Redmond has documentation based on current bond rates and the bond being paid at the safety complex. If they are able to get good prices on the building due to the economy then maybe they could make the building a little longer to accommodate future needs. Mr. Redmond said that they would salvage all building materials possible from the old garage for future projects at the Transfer Station. The DPW generator can be relocated to the Town Office Building.

The new building would be energy efficient. They would save on electricity by eliminating the need for the block heaters for the trucks, which cost approximately \$2,700 per year. There would also be a savings in fuel and overtime costs from prepping the trucks when they are outside. The trucks would be inside and would pre-loaded so they could start up and leave for a storm.

Mr. Redmond is unprepared to give data regarding the cost savings on the equipment by keeping it inside. In the 2009 warrant article, it was stated that there would be a cost savings of \$50,000 per year in wear and tear on the equipment. Vice Chairman Butt thinks the 2009 should be fairly accurate. The new building will have a wash bay to wash the trucks to help to prevent them from rusting, which extends the life of the vehicles. There would be a cost savings of \$2,700 in electric, \$8,000 in fuel savings for no idling and warming up, \$2,000 in heating savings, and \$4,000 in payroll savings because the vehicles would ready to go. There would be a total savings of \$67,000 per year, which comes close to the annual bond payment of \$88,140 for the first year based on a 2.499% interest rate from the NH Municipal Bond Bank. This bond would coincide with the Safety Complex Bond being paid. The interest amounts to \$25,000 additional dollars at the end of the ten years. The estimated numbers were derived from a study first done when the building was originally proposed. The biggest single savings of all the items is the truck and equipment savings over a ten year period. The electrical savings on the new building haven't been projected on the new building other than the savings from the elimination of the block heaters, which cost approximately \$2,700 per year. Currently fluorescent tube lighting is used and the new building would have new energy efficient lighting. They will also have a reduced power rate for the 3 phased service.

Carl Knapp, River Road, said that he did original proposal in 2009. A lot of the information Mr. Redmond is finding out now, he found out in 2009. He is the biggest supporter of the building, but is concerned that there is no future ability in the building. Mr. Knapp knows the cost savings and feels there will be a night and day difference with being able to wash the vehicles, which will easily save three years on each vehicle. Mr. Knapp said that it is very tough to get things passed with today's economy and he would like to see consideration that the building is large enough for the future. We are a large town area wise, the town has a large fleet, and it could get bigger.

Christine Hague, Joint Loss Committee, said that the existing building has been a cause of concern for a number of years for health reasons as well as many other reasons. There has been a lot of upgrading done to a building that is already old. There have been major life safety issues with the existing building and the town needs to take action so that nothing will happen. Ms. Hague said that there is always the distinct possibility that a surprise inspection could result in fines and closing. The current building could cost a lot more in years to come with no return, but if they build a new building there will be a return and there will be safety for people that work in the building.

Frank Campana said that this is a lot for him to absorb tonight. He commented on the savings, but feels that there are no savings when it comes to taxpayer money because typically it is always absorbed somewhere else and doesn't always get returned to the taxpayers. The plan sounds good to him, but he is concerned with the expandability of the building. Mr. Campana agrees with the wash bay and said that there is an expense with pumping out the wash bay tank, which is an expense that the savings could go into. Mr. Redmond said that there is a tank for the collection of the wash bay for the trucks, which is vented so the water can evaporate, and

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it will be cleaned out every two years. The floor has pitch to the center, which allows all water to enter the drain. Part of the estimate that they received included sealing the floors with a protective sealant to protect the concrete from damage from the salt. It will be a 1,000 gallon concrete tank, which Mr. Redmond assumes he will have to design and submit to DES. Mr. Redmond will get data on the capacity of the tank from DES.

Mr. Campana presumes that the building will have sprinklers. Mr. Redmond said that the building itself will be constructed of non-combustible material. By code they are not allowed to have combustible material inside the building. Mr. Campana said that it might be a consideration to look into a sprinkler system. Mr. Redmond said that there is an estimate for the 2009 packet for \$136,000 to sprinkle the building. Mr. Redmond will have to research the sprinkler system. It is part of his proposal to have a security and fire alarm system in the building.

Mr. Knapp said that they did propose sprinklers on the building in 2009 because they were told that they would be required. There is a fairly large fire pond that was dug at the facility years ago; the fire pump could just draw from the pond. Mr. Knapp said that the proximity of the building is key for a lot of the costs. The septic has never had any issues and could be utilized for the new building.

Vice Chairman Butt said that the costs proposed by Mr. Redmond total \$696,000, but he is requesting a bond for \$675,000, which is \$21,000 less than needed. There is a potential for saving \$100,000 if the highway personnel do a lot of the work. The \$696,000 does not include the plumbing needed for the wash bay, well, septic, or paving costs. There are concerns with the size of the building housing their current fleet and it is believed that an additional \$20,000 would be needed for an additional two bays.

There are some pre-fab buildings available that are ready to be delivered. Vice Chairman Butt asked the Board if they feel they should ask Mr. Redmond to research a larger building that would accommodate a larger fleet. Mr. Redmond said that if they can make the building larger he would be in favor. He is trying not to exceed the existing safety complex bond payment. Selectman Lacasse would be in favor of setting the bond and researching the ability to make the building larger. The Board directed Mr. Redmond to look into the costs associated with making the building larger. Mr. Redmond will provide better pricing on the well, septic, and associated costs.

**Chairman Clow closed the public hearing at 7:45 p.m.**

**Chairman Clow opened the public hearing at 7:46 p.m.**

**PUBLIC HEARING – To hear public testimony and comment on a Bond for approximately \$550,000 for Three Bridges.**

Chairman Clow said that the Peaselee Road Bridge is far along in the planning, it is a matter of coming up with the funding.

Ms. Snyder said that the Peaselee Road Bridge and Lull Road Culvert have been approved by the state. The Old Francetown Culvert has not been approved by the state. Ms. Snyder proposes, Scenario 1, leaving Old Francetown out of the bond since the other two bridges are approved and the town can do a State Anticipation Note (SAN). They will be borrowing the amount of money that the town will be receiving from the state, which is \$1,650,000 to replace the bridge. The town's portion is 20% and they currently have \$209,000 in the bridge fund to go towards the project leaving \$121,008 to be raised by taxation. 80%, which is \$1,324,000 is coming from the State of NH at the conclusion of the construction with the exception that 40% or \$516,000 will be needed up front for the construction portion. Ms. Snyder is suggesting a two year period of time. With the SAN they can borrow on a draw down basis with a rate of 2.3% to 3%. The town needs to front \$516,000 for the states portion and when the project is completed the state will reimburse the town that \$516,000 that was fronted. Legal fees and environmental impact fees are all available for 80/20 funding. The design phase for the Peaselee Road Bridge is completed and they are expecting \$139,000 to be reimbursed any time. They still have to front the money for state aid and will only be paying interest on the portion that is paid down. The SAN is a feasible option and the Bond issue would cost the town more money in the long run.

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Vice Chairman Butt noted that these bridges along with the Old Francestown Culvert are three red lined bridges in town and this will complete the town's red listed bridges. Old Francestown is not eligible for state funding.

Scenario 2 would be to increase the \$1,650,000 to \$1,950,000 for both the Peaselee Road Bridge and the Lull Road Culvert. The town's 20% would be \$390,000 and they have \$208,972 to apply leaving \$181,208 to be raised by taxation. There will be 40% coming from the state initially and the town still wouldn't go over the \$808,000. Mr. Redmond said that the Peaselee Road Bridge can't be done by the Highway Department due to its size, but Lull Road and Old Francestown can be installed by the Highway Department reflecting a cost savings. Old Francestown is not funded and will have to be paid by the taxpayers. They do not want to lose the town's place in the 80/2- funding, which is a very good deal for the town.

The state will still fund the project if the town does a portion of the work on Lull Road Culvert; they are allocated to put \$59,000 of town's money into the project, which could be by equipment and labor. Mr. Redmond does not believe that Old Francestown is not safe. The state is twenty years out on accepting applications and it is very unlikely that they would get funding for Old Francestown.

Vice Chairman Butt is concerned with the wording of the warrant article; it does say how much needs to be raised by taxation. They are asking the taxpayers to raise \$181,000 through taxation. They will need a line of credit for \$1.5 million and will pay interest on anything they draw down. This allows them at the end of the term to pay off the line of credit and at the end of three years it will be gone. Chairman Clow said that the article does not discuss the SAN. Ms. Snyder has sent the articles over to bond counsel for review and is awaiting a response. Chairman Clow said that the article needs to be very clear to the voters that the amount to be raised by taxation is \$181,208 and will be a 2013 tax impact. The Peaselee Road Bridge final plans have been approved by the state and are presently being put out to bid. They have held off on Lull Road until they knew where the funding stood. It was discussed that it would be best to go with the first scenario and just do the Peaselee Road Bridge. The interest would be due at the end and would need to be budgeted for next year.

Mr. Knapp said that the Town of Weare has been very fortunate to do as many project as they have with the 80/20 bridge program. The current balance is \$208,000 and they are expecting \$139,000 reimbursement from the state. Mr. Knapp said that the idea behind it was to be able to expend, get reimbursed, and do the bridges at 80/20 funding. The \$139,000 will go into the general fund to pay back what was expended for the bridge. Mr. Knapp said that \$295,000 is an astronomical amount for the Lull Road Culvert.

**Chairman Clow closed the public hearing at 8:24 p.m.**

**Chairman Clow opened the public hearing at 8:28 p.m.**

**PUBLIC HEARING – To hear public testimony and comment on the 2013 Proposed Operating Budget.**

The Assessing proposed and default budgets are up \$47,188 due to a new contract reflecting a five year expense, which is broken into five equal payments. NH Retirement costs have increased through all departments, in the proposed and in the default. General insurances have increased for the town slightly over \$20,000. They need to plan for accrual time in the Police Department for \$32,000. There is a proposal from the Fire Department to increase the wages of the responding EMTs and emergency personnel after 5:00 p.m. reflecting an increase of \$14,503. The retirement costs for the Highway Department have increased \$11,000 and Highway equipment repair has increased \$10,000. The Police Department overtime was cut \$10,000. The Election budget has decreased \$9,500. Workers Compensation decreased \$8,880. There is a savings of \$8,300 due to the Highway Department buyouts. Overall there is still an increase in the bottom line of 2.7% over the 2012 budget.

Johnna Grzywacz asked the Board what is causing the increase in the line item for insurance general liability and if there are outstanding litigations. Chairman Clow responded that there are and they can't tell what percentage of the increase is due to the market and what percentage is our experience. He does not know what influenced the rate. Vice Chairman Butt said that there are costs associated with litigations. There is an on-

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going case. Ms. Grzywacz is concerned with future year increases and how much more it can climb. She feels that if the Highway Garage passes it will help with any future litigation that could arise. Town Administrator Bolton said that the property and liability program covers property and there is a 6.6% increase in property value of town buildings, payroll increased 3.9% and loss ratio increased 10.1%.

Ms. Hague explained that due to a cost reduction in the fire alarm contract the proposed Library budget has gone from \$185,320 to \$185,255 and the default has gone from \$184,640 to \$184,575. They put in their non-lapsing funds, which are required by law. Both budgets have increased by \$9,765 and according to the state they need spending permission from the town. The total for the proposed is \$195,020 and \$194,340 is the default total.

Mr. Knapp questions the amount of \$173,102 in line 596 of the Transfer Station budget for the Concord Resource Recovery. Mr. Redmond agrees that the amount needs to be clarified. Mr. Knapp said that the Town of Weare will be receiving a one time credit of \$12,862 from the Resource Recovery. The GMQ for Weare is 2,515 tons at \$66.80 per ton for a total of \$168,002 with a credit of \$12,836 coming on the first bill. The amount in the line should be \$155,166. Mr. Knapp questioned the \$7,500 in the Highway building repairs line. Mr. Redmond said that he is anticipating not getting a new building and the overhead door need repair and they need money to keep the old building maintained. There is a hauling increase of \$4,000 in line 590, which is calculated at 128 trips. Mr. Knapp thinks that 110 trips should be used in the calculation. Mr. Redmond said that the compactor has not been run at a high enough pressure, which will be done from now on.

Neal Kurk asked if the Selectmen are recommending the new Highway Garage and said that if the article is approved the budget would be reduced by \$7,500 for maintenance. Chairman Clow said that they would need to have something in the line because the proposal involves keeping half the building. The warrant article will include wording informing taxpayers that if the new building is approved there will be a reduction of \$4,500 in the Highway 6 building maintenance line.

Mr. Campana commented on pay raises for employees last year and told the Board that he read an article saying that the Board was investigating co-pay. Chairman Clow said that it has been so long since the employees received raises, health insurance is now a 95%/5% split. The Board has not yet decided if they are giving raises. Mr. Campana asked if raises would equal the employees co-pay. The cost of health insurance is escalating each year, the Board will continue to discuss co-pays and there is a likelihood that the percentage will change again.

Mr. Campana commented on the CIP warrant articles, which are broken down into several different articles, as opposed to all in one. The warrant article for the Fire Department for \$37,520 is for a proposal to stipend some of the responders to be on-call. Originally the request was in the proposed budget, but the Board decided to pull it out as a separate article. Chief Vezina is requesting compensation to on-call EMS staff to provide equity with people on-call.

Kate Cloud said that after reading the MRI report they do not think that \$90,000 is an unreasonable request. Chairman Clow said that the MRI report is long term, to work for the long term to help bring overtime costs down. He explained that they looked at the fact that they already eliminated the canine program which was costing \$7,500 for overtime so the Board was comfortable with eliminating \$10,000 because there was justification. To cut any further would be an arbitrary cut with no justification. In the Police Department there is 24/7 coverage and there has to be overtime involved when someone is out. Chairman Clow said that they estimated \$50,000 for just vacation and holiday associated with overtime. Ms. Cloud asked if this is something they can look at for future years. Chairman Clow explained that included in the police contract was setting up a committee to look at different shift structures and come up with three different shift structure options, to make a decision, or put on list for negotiations for the fall. They talked about sick time and looking more deeply in the report. Each individual item in the report needs to be analyzed and studied in detail and that is why Chairman Clow would be opposed to make the arbitrary cut. Vice Chairman Butt said that the cause and effect of overtime is not easy to determine. There is going to be an impact on the detail traffic enforcement. Currently

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there are 260 roads in town and none of those roads were allowed to have work done on them without a police officer, now there are approximately thirteen roads that will require police detail, which will reduce the amount of overtime for the Weare Police Department.

**Chairman Clow closed the public hearing at 9:23 p.m.**

**Chairman Clow opened the public hearing at 9:23 p.m.**

### **PUBLIC HEARING – To hear public testimony and comment on the DPW and Police Union Contracts.**

Selectman Lacasse and Selectman Leary were involved with the DPW negotiations and Vice Chairman Butt and Chairman Clow were involved with the police union negotiations. There will be copies of the contracts available for the public to review before the Deliberative Session. Selectman Lacasse highlighted changes in the proposed one year DPW contract; change in 8 hours of work in overtime, change to enable the Director to require that employees break down the voting booths and are paid a minimum of 2 hours of overtime pay, cost sharing of 5% for insurance will be implemented August 1, 2013, the insurance buyout was changed from 50% to a fixed fee of \$5,500. They also talked about holidays, there were some Monday holidays that they were getting straight time on and then getting time and a half during the week, this was changed to allow them to get the holiday and then take another day off within two weeks. There is a 5% COLA increase for DPW employees and two employees that moved up to the bottom line on their wage scale description effective February 1, 2013.

Mr. Kurk asked if under the DPW contract if the director wants to use part time employees rather than pay full time employees overtime may he do so or is he legally required to use full time. Mr. Redmond said that there are no provisions. Mr. Redmond said that he does not believe they have budget money for part time employees.

Gregg Elwood commented on the \$5,500 flat buyout for insurance. The premium for a single employee is \$8,300 and a family is \$21,666. Currently the insurance buyout is 50% of the premium. Mr. Elwood said that he is happy to hear about the 5% co-pay. There are 14 DPW employees and the union formed 3-4 years ago. The logic on the 5% increase was that it was a negotiated number. Chairman Clow said that when they discussed the raises for non union employees they emphasized the amount of time it had been since they received a raise; 5-6 years without a wage increase.

Chairman Clow said that the police contract would reflect an insurance buyout of \$5,500 and anyone that takes insurance would have a 5% cost sharing. Chairman Clow said that the Police Department was on a different insurance plan than other employees. The contract will provide the ability to put them on the same plan as everyone else and they negotiated giving the town the ability to change the insurance carrier if the benefits were the same without re-negotiating. The detail rate in the contract now has a COLA built into it so it escalates depending on the cost of living index, which is referenced in the contract each year, they froze the rate and it states that any change in the detail rate will have to be negotiated. The other thing that may impact overtime in the future is that an employee must wait one calendar day after a sick day before doing a detail. They do have an agreement to sit down for discussions with a committee made up of union and non-union people to discuss shift schedules. Currently the officers work four 10 hour days with three days off. They need to study shifts of other departments. There is a 3.5% COLA across the board, but one the contract is signed anyone who is eligible to get a step can get the step. The Evergreen issue is null and void. There will be people who get their step and a 3.5% COLA. Vice Chairman Butt said that the 5% co-pay for insurance represents a \$7,824 savings for the town and \$5,000 savings in the buyout for 2013 as of April 1<sup>st</sup>, the effective date of the contract. The bottom line before the savings is \$34,027 for the calendar year 2013 and by subtracting \$12,992 out of that for a net difference of \$21,000 for the contract for 2013. Changes in the contract related to insurance and buyout will result in an annual savings of \$17,323.

Ike Shepard noted that the town does not pay officers for detail work. Chairman Clow said that details do not affect the budget directly, but as part of the contract there is a set rate for details. Mr. Shepard asked if the total number of hours an officer can work in a week was altered from 90 hours per week. Chairman Clow said that

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the reason they negotiated that in 2010 was because there were some officers with some ridiculous amount of work hours. They are looking at other ways of handling that, which provides rest periods. Mr. Shepard said that the MRI report made some correlation of the amount of overtime and the amount of time on details, which put strain on officers and affect the safety of the community. Chairman Clow mentioned that there will be one day in between a sick day and a detail. Vice Chairman Butt said that the ordinance will restrict the number of hours for details.

Chairman Clow said that when discussing issues like this it comes out with negativity. In the bargaining sense, they got to know people, and they are very fine police officers and people who deserve what they are earning. There may be a need to change policies to save on overtime, but they need to keep in mind that the officers are good people.

Mr. Kurk understands that the police contract, unlike the DPW contractor, requires that overtime be given to full time people and they cannot use part time people. Chairman Clow said that was not part of the proposal.

Heleen Kurk mentioned that she was involved during the first negotiation and remembers that there was something put it that the full time officers get first dibs on overtime, but at that time there was not a problem with overtime. She encourages that the issue come to the table. Chairman Clow said that in the following year there was a proposal for new police officers for 24/7 coverage when that was passed.

Mr. Knapp commended the Board on the traffic ordinance. He was not aware that police details were required on all roads because there was no ordinance. Vice Chairman Butt said that there was a policy created by the Police Department that basically required it. Mr. Knapp asked how much affect it will have and said that he has his doubts that the ordinance will help because lots of the details being done are not in Weare. Selectman Lacasse said that the ordinance is not just about restricting detail time, but now contractors know what is required. Mr. Knapp said that certified flaggers do a really good job. Chairman Clow noted that they did buy two police cars with the money that came out of detail costs and this year a third will be funded through the detail costs.

### **Chairman Clow closed the public hearing at 10:00 p.m.**

The Board will be willing to meet with the Finance Committee to discuss the final Warrant Articles.

## **2013 DRAFT TOWN WARRANT AND CAPITAL IMPROVEMENT ARTICLES**

*Article 9; Fire Department Standby Pay* – The wording “enabling the Town to have 24 hour coverage” will be eliminated.

Selectman Lawton commented that every other department has their wage increase is a separate warrant article and he asked why the Fire Department wage increase is not in a separate article. Chief Vezina noted that Article 9 is just standby pay for \$37,520. The equalization pay for employees is included in the proposed budget. The standby compensation is a firm number. The decision from the Board was that it was different enough in concept that it was to be a separate warrant article. The equalization is different than an across the board increase. Selectman Lawton thinks that they are handling the Fire Department differently than any other department. Selectman Lacasse said that because the department is not fixed set hours and it depends on events. Chairman Clow understands what Selectman Lawton is saying, but he is comfortable with it being in the budget. It is not in default budget. They did not consider an across the board increase for the Fire Department, this is bringing employees up to rate. It was noted that Weare has such a bad history of passing proposed budgets. Selectman Lawton thinks it should be a separate warrant article. The \$37,520 is important because fixing the wage scale is important. Vice Chairman Butt said that the request has been justified. Chief Vezina suggested putting the amount in the default budget, because it is that important to his organization. He said that they do not pay health insurance, do not pay overtime and costs are extremely minimal and only occur when there is a need for help. Chairman Clow is okay with leaving it in the proposed, but not putting it in the default.

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Chief Vezina said that he hopes he doesn't, but if he had to pick one, he would fix the wage scale. Vice Chairman Butt suggests putting it all in one article; he would take increase that provides for equity out of the proposed and put it into the warrant article. Selectman Leary said to pull the \$14,403 from the operating budget and put in separate article and put the \$37,520 into another article.

Town Administrator Bolton will work with Chief Vezina to create the warrant article.

*Article 11; CIP Fire Equipment* – Vice Chairman Butt said that they should keep it as one article and focus on selling the article. If this article fails the purchases will be prohibited. Vice Chairman Butt commented on the turnout gear, boots, and helmets for \$55,679 and said that it could be argued as being in the default budget. Chief Vezina said that once the equipment is no longer usable it limits who they can utilize for emergency calls. The \$55,679 buys 27 sets of turnout gear. They can't catch up fast enough in replacing all the turnout gear, but this would get them caught up. The proposal is to break out the turnout gear for \$55,679 into a separate article and put the \$26,500 for EMS cot, Lucas Device, and two medication pumps into another article.

Chief Vezina told the Board that the Fire Chief's vehicle is not currently in service. CIP recommended that the Fire Chief's car needs to be replaced. Chief Begin said that at CIP they discussed downsizing the Expedition and the Fire Chief taking the Expedition with about 48,000 miles. The recommendation from CIP was for a single cruiser. Chief Begin said that the CIP discussed that the Fire Department needed a new vehicle and how that happened was to be decided by the Board. The new 4 wheel drive interceptor would be better on gas. Vice Chairman Butt said they need to consider a rotation of vehicles throughout the town. Chief Vezina said that even though the Expedition is a large vehicle, it could fit into their needs very well or he will need \$25,000 to find something suitable.

*Article 15; CIP Police Cruiser* – \$30,000 for a sedan and \$33,000 for a SUV, for a total of \$63,000 minus \$10,000 from the detail fund. Chairman Clow said to purchase a new Explorer, keep the old cruiser, and give the Expedition to the Fire Department. Chief Begin said there are currently two officers to one vehicle, if they lose a vehicle they will have to have three officers in each vehicle. His budget is only up \$11,000 from last year and it is mostly associated to retirement. Vice Chairman Butt said that the other option is to not have an offset on the article of \$10,000 and keep that money in the fund and build it up throughout the year. The lights and the radios will be transferred from the Expedition. They could sell the current Fire Chief's car or trade it in for a new cruiser. If the article doesn't pass there is no transfer of the Expedition to the Fire Department. This will be explained in the mailer.

*Article 13; CIP DPW 10 wheeler and pickup truck* – The pickup is priced as a plow-ready pickup. There are currently 178,000 miles on the town pickup, which has many rust holes. Mr. Redmond is not opposed to purchasing a used pickup. He stated that per the Master Plan the primary function of the Highway Department is to plow snow.

*Article 14; Transfer Station Revenue Fund* – To deposit up to \$50,000 each year into an established Capital Reserve Fund. It was discussed that they can't legally do this. They would have to create a new revolving fund or another alternative would be a special revenue fund, but that would require having to go back to the voters for authorization to expend. Mr. Redmond said that he is able to show at this level that he could fund the CIP plan over the next ten years, without going back to the voters for more money. Vice Chairman Butt thinks that they have a better chance of getting \$50,000 every year instead of requesting new items every year. Mr. Redmond said that with the restructuring of the fee schedule this year they did not lose any money.

Chairman Clow said that if they get legal opinion that they can only have one revolving fund, would he be in favor of creating a special revenue fund, but they would have to go back to the voters for authorization to expend.

Town Administrator Bolton will find out about naming the fund.



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Article 10; Non-union Employee Raises – \$13,500 represents a 2% COLA for non-union employees. Chairman Clow said that his thinking was a cost of living across the board. Selectman Lacasse and Vice Chairman Butt would like to see up to 3% and have the raise be merit based. The consensus of the Board is a 3% merit.

Article 18; Government Building and Maintenance – There is currently \$59,196.23 in the fund and \$20,854 for the library roof leaving \$38,462. The article is requesting \$20,000 to be added to the Capital Reserve Fund. It was discussed that they won't have any money left for normal maintenance items if they don't build up the fund. The Board discussed projects that will be expended from this fund and decided to request that \$55,000 be added to the Government Building and Maintenance Fund.

Article 19; CIP Cemetery – Requesting \$10,400 to be added to the Capital Reserve Fund. \$15,000 is need for the Oil Mill Cemetery Project.

*Article 24; Conservation Commission* – Request to appropriate \$35,000 toward the purchase of new town forest land and fund the appropriation by authorizing the withdrawal of \$35,000 from the Town Forest Account. Any expenditure out of the Town Forest Account needs to be approved by the voters. The Board discussed that the Conservation Commission would need to have a specific project in mind.

*Article 25; Remove the one year time frame of the Fire Chief* – Who appoints the Fire Chief needs to be clarified. Vice Chairman Butt thinks that the Board is responsible for hiring. The Board of Fire Wards does not want the term to be restricted. This will be run by town counsel. The Board is all okay with eliminating the one year requirement.

*Article 27; Dissolve the Ethics Committee* – The committee was put in place to create a Code of Ethics.

*Article 28; Property on East Road Banks/Shmid* – Town Administrator Bolton told the Board that she received a call from Ian McSweeney asking to put this off a year. Ray Banks is not in favor of waiting. Mr. McSweeney has not applied for grants because he is unsure if he has matching grants from the town. On October 10<sup>th</sup> the Conservation Commission moved to commit \$50,000 to the project, but they do not have the commitment from all the sources. It was discussed that the article needs to state that there will be 20 acres left out of the easement for recreation, there is gravel available for the town, and that if the funding is not secured the money will not be spent. Mr. McSweeney had said that the other funding grants have not opened up yet.

*Article 29; Petition-Cable* – The Board cannot remove a petition article.

*Article 7; DPW Union* – Chairman Clow asked if there was any way to be able to show the insurance savings to offset. Whether the contract passes or not, the employees will be contributing 5% towards insurance.

**PUBLIC COMMENT** – Ms. Snyder asked the Board who is responsible for the gazebo. Town Administrator Bolton said that if anyone wants to use the gazebo, they need to fill out a form with Mike Housman. The town pays for the lawn care. Malcolm Wright has replaced the spindles, but they are not painted. Ms. Snyder is concerned with the maintenance of the gazebo for the 250<sup>th</sup> celebration. The Selectmen are responsible for the gazebo.

Town Administrator Bolton will make all the changes to the Town Warrant and have it reviewed by DRA and Laura Spector.

The Finance Committee will be asked to attend the Selectmen's meeting to be held on January 21<sup>st</sup>.

The Board decided on Scenario 1 for the bridge.

**Selectman Lacasse moved, Vice Chairman Butt seconded to adjourn at 12:10 a.m. Passed 5-0-0**

## ADJOURNMENT

A True Record.

**FINAL**

Cherry Palmisano, Recording Secretary