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**WEARE BOARD OF SELECTMEN
MEETING MINUTES
July 11, 2011**

PRESENT: TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; LEE MARCROFT, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Tim Redmond, Forest Esenwine, Ginger Esenwine, Bill Duffy, Frank Campana, Bill Boisvert, Donna Osborne, Jon Osborne, Rod Wilson

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

PRESENT RETIREMENT AWARD TO BILL DUFFY – Bill Duffy joined the Weare Police Department in September 2003 and served in several capacities including, patrol officer, school resource officer, and union steward for his fellow officers. Chairman Clow presented Bill Duffy with a badge and ID card identifying him as a retired police Officer for the Town of Weare and the life saving medal, which is an extreme honor. Mr. Duffy was thanked for his years of service to the town.

PUBLIC COMMENT – Mr. Frank Campana wants it clearly understood that his comments are not about the employee in the position and he is not looking for any answers during public comment. Chairman Clow stated that he is sensitive to public employees and mentioning employee names in public comment. He said that the proper procedure would be to contact the Town Administrator and then if necessary go to the Department Head. Mr. Campana said that he is not being critical of a town employee, a position, job performance, or the individual person.

Mr. Campana referred to the June 6th Selectmen's meeting in which the Selectmen came out of non public session and a statement was made for a pay increase of \$5,200 to a town employee. Mr. Campana asked the Selectmen where the money came from. He stated that the Selectmen have committed tax payers to that obligation and he is sure they will put it into the default budget because it is an obligation in the Selectmen's eyes. Mr. Campana said that he researched back to September 17, 2007 when the position was going to be filled by a new person; again he is not mentioning the person or being critical of job performance. He referred to a statement in those minutes regarding the hours. Mr. Campana would like to know where the \$5,200 came from and if it is going to be rolled into the default. He commented that on this year's ballot the Selectmen included \$7,300 in the default and proposed budgets to cover retirement and mentioned that maybe the Board over estimated that amount and figured they would throw it to this position.

Chairman Clow commented on the earlier minutes and said that it was a position that moved from a wage position to a salary position. They were looking at making the position of Finance Administrator a salaried position with the expectation that the person would work over 40 hours and with the expectation that they would need her to attend the Selectmen's meetings and not pay her overtime. Chairman Clow said that there is a significant savings that came about for the auditing accounts because of the work done by the Finance Administrator and she is picking up the duties of Deputy Tax Collector. The discussion was held in non public, but any compensation to be awarded needs to be done in public session. Chairman Clow said that they discussed it as a Board and discussed where the money would come from.

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Vice Chairman Butt said that they contacted the auditor to determine the savings and in addition to being Deputy Tax Collector, this person has oversight of the Tax Collector Department to ensure things are done properly and taxes are being collected. He believes this is to be the second increase given by the Board, the first being in the Assessing Department when the employee took over two different positions, combining and saving the town money. The Board is expecting additional savings next year in the auditing process.

Mr. Campana said that “savings” gets used too much, this budget there was a savings in the Fire Department because of the per diem EMTs in which the Selectmen took that savings and rolled it into another line in the Fire Department. He asked the Board to pass the savings onto the taxpayers. Vice Chairman Butt said that the Board of Fire Wards was in agreement and the main purpose was to hire a qualified well seasoned Fire Chief to run the department. The department was not running smoothly and the Board and other Chiefs from surrounding towns got involved to help strengthen the department.

Mr. Campana said to him savings means to think of the taxpayers and his opinion has always been take what you need to run the town and give the rest back to the taxpayers to help reduce the tax rate. Vice Chairman Butt said that the tax rate for the town has been set at \$2.76 for 5-6 years and during that time the Selectmen have contributed unreserved fund balance to reduce the tax rate. They are getting things done with the tax rate at what it was six years going and trying to keep it stable. Chairman Clow commented on giving back part of the fund balance and said that in recent years a high portion of that is really taxes owed, not cash in hand. Mr. Campana encourages the Board to think of the general population when discussing savings.

DEPARTMENT HEAD, Transfer Station/DPW Update – Tim Redmond distributed handouts for the reclaiming bids and informed the Board that he received the following four bids:

Relcaiming Bids

JGE Enterprise \$0.68 sq yd
Busby Construction \$1.60 sq yd
Pike Industries \$0.67 sq yd
Advanced Excavating \$0.75 sq yd

Mr. Redmond told the Board that Pike Industries was the lowest bidder and therefore is his recommendation for awarding the bid.

They are currently working on Sugar Hill North and leaving as much asphalt in place as possible. Before they can re-gravel they have to ground up everything on the road to a depth of eight inches, can't put gravel directly onto existing pavement, it needs to be ground up, mixed, and softened before paving begins.

Vice Chairman Butt moved, Selectman Marcroft seconded to award Pike Industries the reclaiming bid for 2011 for the Town of Weare at a price of \$0.67 per square yard. Passed 3-0-0

Mr. Redmond informed the Board that he has been working on the fees for the Transfer Station, which have not been reviewed since 2007 or 2008. Commercial haulers currently \$100 per year; there are three commercial haulers and Cold Springs. Two of the commercial haulers are good at separating recyclables as well as Cold Springs, but one of the commercial haulers is not. The Transfer Station is behind financially at this time and will have to do better job at recycling. Mr. Redmond told the Board that they currently charge \$18.00 cubic yard for clean construction debris, \$35.00 cubic yard for asphalt shingles, and \$55.00 cubic yard for PT & sheetrock. On May 1, 2011 ERRCO in Epping raised their tipping fee \$5.00/ton or \$7.00/cubic yard. The Transfer Station has lost a total of \$1,171 on the four most recently shipped loads. Mr. Redmond said that the amount being collected is far less than the cost to dispose of demolition and he would like to adjust the fees.

Tires – recently entered into an agreement with NRRA.

Glass – currently shipping glass to Goffstown, but will be paying to grind our glass in the future and use it at some point in DPW projects.

Fluorescent bulbs – rates will be set to the NRRA disposal rates.

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Brush – currently there is no charge to dispose of brush, but the employees handle the brush, and therefore there should be a disposal fee.

Batteries, propane tanks, electronics, refrigerators, and air conditioners – the current fees are covering the disposal costs.

Swap shop – the town ends up paying to dispose many of the items.

Paper – they are still using the trailer but transfer it into the demolition trailer when it is empty, until they can get another container or funding to get a trailer, they are handling it onsite at no additional cost.

Mr. Redmond feels that proper education and enforcement will reduce costs and properly set rates will encourage compliance with policies.

Immediate improvements deemed necessary are: part time, non-benefited attendants; roofs over sorting tables, baling machines, and dumpsters; and improving traffic patterns.

Long term improvements may be to relocate recycling balers and general operations inside a new building where the compost area is, improved traffic patterns will be achieved if there is a relocation of the recycling area, and the installation of a platform scale which will be fair to the residents and the town.

Vice Chairman Butt requested information on fees from area towns.

Mr. Redmond said that he is basing the new disposal fees on the cost to the town for disposal costs. He believes having part time employees keeping an eye on what is being disposed will help save the town money.

Vice Chairman Butt would only support increases on the items that would equal the costs to dispose without any revenue being generated.

Mr. Redmond said that revenue will be increased if they can properly enforce what is being disposed.

Chairman Clow said he thought the commercial hauler fee was a token fee, not a real fee. There is timing involved with some of the things Mr. Redmond discussed, and some items would need to be put into the budget for next year. He recommends that Mr. Redmond move along as quickly as possible to schedule a public hearing to establish the new fees.

Vice Chairman Butt mentioned that the commercial haulers are just disposing resident's trash and if there were no commercial haulers they would get the trash from those residents regardless. The commercial haulers are also sorting and he cannot see charging them more than a token fee and will not support increasing the fees for the commercial haulers.

Mr. Redmond informed the Board that paving will begin on Thorndike road at Quaker Street tomorrow morning, then they will move to Hodgdon Road for a top coat to Rt 149, Beaver Pond Road for shim and overlay, then over to Salmen Road to resurface the road then to Sugar Hill North, and then the other three small project will be completed. He made the decision to add paving at Clinton Grove at the triangle. They will put up signs to just allow local residents to use the roads.

Vice Chairman Butt mentioned using the Highway Block grant for rental equipment. Mr. Redmond said that will not happen, he plans on having 10% remaining in the road reconstruction budget, if something was to come in higher due to higher costs he will have the funds available.

Mr. Redmond informed the Board that he has conducted three of four interviews and will be prepared to make a recommendation next week. There is a split position between Highway and the Transfer Station and he is trying to move the Highway Department employee back to the Highway and hire a part time non-benefited employee in the Transfer Station and in the future will not have to use the overtime line to cover vacations.

MOBILE HOME DISCUSSION, Kuncanowet Hill – Mr. Bill Boisvert informed the Board that there is a derelict home that the people have walked away from. The bank has also abandoned it. The taxes have not been paid, the town is stuck with the tax loss, and he is stuck with a lot that he can't rent. Mr. Boisvert said that due to legislation he can't remove the trailer until the taxes are paid or abated. Chairman Clow said that they

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received legal opinion or situations such as this and they have been told not to take the property. The Selectmen can abate the taxes so that the owner of the park can haul the trailer away. Chairman Clow said that the park owner has to come up with a title on the trailer. Vice Chairman Butt said that the statute allows the park owner to take title. Mr. Boisvert does not want to take ownership of the trailer because it is a liability. Mr. Boisvert wants to remove the trailer, therefore allowing someone else to rent the lot, bringing taxes to the town. The amount owed to the town, which includes fines, penalties, and interests is \$3,398.75. The cost per year for the unit is approximately \$800 and a new single wide would bring in the same amount. Mr. Boisvert said that if the taxes were abated he has the option of renovating or demo with a permit. Chairman Clow said that even if they abate the taxes, Mr. Boisvert should have a discussion with the Town Administrator to ensure everything is done properly. Mr. Boisvert has already contacted the bank that holds the mortgage on the trailer and will check with his attorney regarding notification and then speak with the Town Administrator.

Vice Chairman Butt moved, Selectman Marcroft seconded to abate the taxes on Map 000412, Lot 000069, Sublot 000042 located at 86 Sargent Station Road #42 in the amount of \$3,389.75. Passed 3-0-0

MANIFESTS

Chairman Clow moved, Selectman Marcroft seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated July 14, 2011. Passed 3-0-0

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|------------------|-------------------|---|
| Accounts payable | \$618,166.68 | (Weare School District \$600,000) |
| Gross Payrolls | \$41,590.93 | (Includes Taxes, Credit Union, and Police Detail) |
| | <u>\$1,186.07</u> | (forest fire payroll) |
| Total | \$660,943.68 | |

Chairman Clow stated that the Selectmen come in prior to the meeting to review the Manifest before it is approved.

MEETING MINUTES

Chairman Clow moved, Vice Chairman Butt seconded to approve the minutes of June 20, 2011 as amended. Passed 3-0-0

Chairman Clow moved, Vice Chairman Butt seconded to approve the minutes of June 27, 2011 as printed. Passed 3-0-0

Chairman Clow moved, Vice Chairman Butt seconded to approve the minutes of July 1, 2011 as printed. Passed 3-0-0

2011 BUDGET REVIEW – It was discussed that the Board will review the 2011 quarterly budget update ending June 30, 2011 for later discussion. Naomi Bolton, Town Administrator said that she would like to take more time with the legal budget and is trying to get revenue numbers as well. Chairman Clow asked to provide details and summary through June 30, 2011. Sharon has asked to come in on the 25th for deeding.

ADMINISTRATIVE REPORT – Naomi Bolton, Town Administrator, informed the Board that she has received notification that the school would like the food pantry moved out of the current location. She spoke with Matt Thomas today and would like to discuss the issue with the principal of WMS. The food pantry needs to be out of the current location by August 26, but will work with the school for options. There are sixty families in town that utilize the food pantry on a weekly basis and that the food pantry is a large community need. Naomi Bolton, Town Administrator, will speak with the principal and discuss the issue further with the School Board.

Naomi Bolton, Town Administrator, informed the Board that Evelyn Connor is working until next Monday and that she calculated her hourly rate by dividing her weekly salary by 40.

There is no longer an Open Space Committee.

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CORRESPONDENCE – Chairman Clow informed the Board that they have received a letter from the University of NH informing the town that Tim Redmond has achieved Road Scholar II.

OTHER BUSINESS

Chairman Clow would like to revisit the issue of the Weare Police Union and the step increases. He said that they went around a bit and sat down in a negotiation setting, which probably was not the way to go, because the police had asked for a consultation not negotiations. He composed a letter stating the position he has and would make a motion if that is the direction the Board wants to go. Vice Chairman Butt would prefer to have a full board in attendance for a vote; the decision would be retro active. Chairman Clow would like to see the Board move on this and then move forward. The issues are the step increase and then the issue of having the same insurance as all other employees in town; he would like to address both issues separately. It was mentioned that only one aspect of their health insurance would change. Chairman Clow said that if the majority are not in favor of addressing this now, they won't. This discussion will take place at the Manifest meeting on July 25, 2011.

Vice Chairman Butt would like to discuss the doors on the Town Hall. Chairman Clow said that he spoke with Sherry Burdick and discussed that the drawings might not be truly authentic. Ms. Burdick is researching and will return with other proposals. The doors were changed from a single style to a double style in 1919 and Vice Chairman Butt would like to know what the reason was for changing the style.

Chairman Clow moved, Vice Chairman Butt seconded to adjourn at 8:45 p.m. Passed 3-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary