

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
DECEMBER 16, 2019

**PRESENT:** JON OSBORNE, SELECTMAN; JAN SNYDER, SELECTMAN; FREDERICK W. HIPPLER, CHAIRMAN; SHERRY BURDICK, SELECTMAN; JACK MEANEY, VICE CHAIRMAN; NAOMI BOLTON, TOWN ADMINISTRATOR

**RECORDING SECRETARY:** Naomi L. Bolton  
**TOWN ADMINISTRATOR:** Naomi L. Bolton

**GUESTS:** Police Chief, Chris Moore; Fire Chief, Robert Vezina; Public Works Director, Benji Knapp; Finance Administrator, Beth Rouse; Finance Committee Member, Tom Downing; Vice Chair Conservation Commission, Steve Najjar; Conservation Commission Member, Lori Davis; Conservation Commission Member, Bill Bolton; Conservation Commission Member, Mike Camanco; Craig Waldron; Richard Butt; Frank Campana

Chairman Hippler opened the meeting at 6 PM

**NONPUBLIC SESSION:**

**Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 6:00 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 Hippler - yes; Selectman Burdick – yes; Vice Chairman Meaney - yes. Passed 5-0-0**

**Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 6:28 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0**

**Vice Chairman Meaney moved, Selectman Osborne seconded to seal and restrict these nonpublic session minutes. Passed 5-0-0**

Chairman Hippler opened the meeting at 6:32pm., welcomed those present to the December 16, 2019 meeting of the Weare Board of Selectmen and proceeded with the pledge of allegiance.

**PUBLIC COMMENT:** Frank Campana: spoke on the unfortunate passing of our Library Director, Mike Sullivan. Mr. Campana relayed personal stories of how caring and giving Mike was and how Mr. Campana's wife had purchased some of the children's books Mike had written. Mr. Campana went on to say, "...he was in a class of citizens... that has left a positive legacy."

Chairman Hippler added, for those who do not know our Library Director Mike Sullivan passed away on Wednesday, December 11<sup>th</sup>, 2019. [Actual: 12/10/2019] Chairman Hippler then asked for a moment of silence. (observed) He reiterated, Mr. Camapana's sentiments, speaking to Mike's caring nature, positive legacy and unwavering concern for everyone he came in contact with.

Richard Butt: also, spoke to Mike Sullivan's desire to help everyone and how much he will be missed, "...he really proved the adage that one person can make a difference." Getting back to the business at hand, Mr. Butt spoke about the Undesignated Fund balance being the lowest it's been in the last 5 years. He suggested the board consider putting any surplus left at the end of the year into that fund. He stated as our obligation grows, increase in voter approved articles continue to grow, it is in our best interest for the town to get that balance back up.

Mr. Butt's second point was in regards to the previous meeting mention of a \$5000.00 upgrade in DPW Director Knapp's salary. Mr. Butt questioned the background for this increase, "...there's no discussion ...how was that determined?"

Chairman Hippler then asked Selectman Osborne to address Mr. Butt.

Selectman Osborne answered it was his personal feeling that Director Knapp deserved it.

Mr. Butt then stated he, too, feels Director Knapp is worthy of the increase. However, Mr. Butt clarified he had mentioned an increase for Director Knapp, previously, at the deliberative session earlier this year. At that time, he was told there needs to be a study or review to justify the salary increase. Mr. Butt then asked the board, "Why wasn't it \$10,000.00?"

Mr. Butt went on to discuss the recent talk of Weare's lower tax rate, being "a bargain to live in Weare because of the low tax rate." Mr. Butt further explained the tax rate is a smaller determinate in reference to how much one pays in taxes. The net assessed valuation plays a more significant role. He then referred to a published report by the Concord Monitor depicting the highest net assessed valuation by town for the state and Weare came in 6<sup>th</sup> out of 31 towns. He referenced Concord, Laconia, Meredith and Bow, *large towns* that had a higher net assessed valuation than Weare. He went on to explain net assessed value has the greatest impact on determining your tax bill. Mr. Butt agreed with recent comments from others commending the board on the job they're doing.

Police Chief Chris Moore responded to the December 9<sup>th</sup> selectmen's meeting where a citizen, Frank Campana, was concerned about his budget lines referencing up fitting new cruisers. He made note of the citizen's implication that he was trying to hide something. Chief Moore expressed he did not appreciate the comments suggesting he was hiding monies and attempting to not be transparent with his proposed budget. Chief Moore went on to explain in detail, with handouts, in order to rectify any misgivings anyone might have concerning his description of up fitting, equipment lines and the purchasing of new vehicles. Chief Moore clearly defined how he runs his department, purposefully, with a tremendous appreciation for his men, and their oath to serve and protect.

#### **DEPARTMENT HEAD/COMMITTEE ITEMS:**

Joint session with Conservation Commission: Vice Chair Steve Najjar stood in for Chairman Andy Fulton. Town Administrator, Naomi Bolton referenced her handout for depicting 1. Advertisement and 2. Details of what a professional licensed forester would do. She then asked VC Steve Najjar what typically happens in getting RFP's, (requests for proposals). "Are you placing ads in newspapers or just the website?" She went on to explain the Purchasing Policy dictates anything over \$5000.00 needs to go out to bid. VC Steve

Najjar first suggested running this by Laura Spector–Morgan, town attorney. He also wondered if it was possible to have an extension of 5 years with the current forester, perhaps with an additional 5 years added. Chairman Hippler asked the board if they had any suggestions. Vice Chairman Meaney reiterated what VC Steve Najjar stated, “...running it by Laura to make sure we are in compliance.” He went to explain that he thought 10 years was an awfully long time. Chairman Hippler said 10 years in forestry management is kind of a blink of an eye. VC Steve Najjar replied, “Sure is.” Town Administrator Naomi Bolton looked for further clarification asking, “...there is no signed agreement right now?” VC Steve Najjar stated there are smaller sub agreements signed for individual tasks, but no “overarching master” has been signed. She then asked what dates we would be working with. “Yearly, January to December, with a new contract in January,” for what we have currently, “do we have an intention with an end date?” Chairman Hippler suggested finalizing the current situation and figure it out in six months, or three months, then advertise, award it and get a start date from there. VC Steve Najjar stated it’s a three month process to send it out to bid, get responses, interview and then make a decision. Town Administrator Naomi Bolton then asked, “How do you come up with a number for the warrant article, is it just a guess?” VC Steve Najjar answered yes, it’s an “up to amount ... it’s not what we are spending ... we are pulling in more than we are actually spending at the moment based on harvesting...” Chairman Hippler went on to say going forward we can put in a termination clause, signature lines and run it by Attorney Spector-Morgan. VC Steve Najjar stated he’d like to see Attorney Spector-Morgan generate that. Chairman Hippler concurred.

Next, Conservation Commission member, Lori Davis asked for help and guidance from the Board of Selectmen with certain issues. An email will be generated to Town Administrator Naomi Bolton for further updates.

Stonewall Removal for Driveway- 363 Quaker Street: Current owner, Craig Waldron, removed eighteen feet of stonewall, approved ten years ago, to widen an existing twelve foot opening for a thirty foot driveway. Chairman Hippler asked if it is for a house. Mr. Waldron answered yes and he plans on rebuilding the stone wall on either side of the new driveway once the house is built.

#### **REVIEW 2020 BUDGET & DRAFT WARRANT ARTICLES:**

- 1.) Chief Moore presented a handout titled “Changing the Culture” and discussed it. The Board of Selectmen went over line #279 & #280 with Chief Moore to finalize his budget numbers. Line #279 would be \$5800.00 and line #280 would be \$4000.00.
- 2.) DPW Director Benji Knapp stated the paper is still going to go to the same place, no change

#### **WARRANT ARTICLES:**

Town Administrator Naomi Bolton went over the warrant articles.

The Board of Selectmen discussed having the police cruisers as one article or two, the consensus was to have two separate articles.

#### **NONPUBLIC:**

**Chairman Hippler moved, Vice Chairman Meaney seconded to enter into a nonpublic session @ 8:03pm pursuant to authority granted in RSA 91-A:3II ( c). A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0**

Chairman Hippler moved, Vice Chairman Meaney seconded to exit the nonpublic session @ 8:22pm. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0

The Board met with DPW Director Knapp for a personnel matter.

Chairman Hippler welcomed everyone back at 8:27pm.

**MINUTES:**

December 9, 2019 Minutes: Chairman Hippler moved to accept the minutes of December 9<sup>th</sup> as written, Vice Chairman Meaney seconded; passed 5-0-0

**MANIFEST:**

Chairman Hippler moved to accept the manifest as follows, Vice Chairman Meaney seconded, *To order the Treasurer to sign the payroll and accounts payables checks dated December 19, 2019 as included in the following manifests:*

<i>Payroll Manifest</i>	\$	73,527.62	(Weekly & quarterly payroll including insurance buyouts)
<i>Accounts Payable Manifest</i>	\$	54,799.76	
<i>Supplemental Accounts Payable Manifest</i>	\$	153,612.00	
<i>John Stark Accounts Payable</i>	\$	250,000.00	
<i>Weare School District Accounts Payable</i>	\$	300,000.00	
<i>Total</i>	\$	831,939.38	

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*As there is no Selectmen's Meetings scheduled for Monday, December 23, 2019*

*To order the Treasurer to sign payroll checks dated December 26, 2019 estimated to be about \$75,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$100,000.00 for accounts payables including Fire Department accounts payable approved by the Board of Fire Wards that cannot wait until the next scheduled meeting. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting. Passed 5-0-0.*

**ADMINISTRATOR'S REPORT:**

Chairman of the Library Trustees, Brenda Cannon sent an email requesting that the board approve Josh Hilliard as an alternate to the Library Trustees. Chairman Hippler moved, Vice Chairman Hippler seconded to appoint Josh Hilliard as an alternate Library Trustee. Passed 5-0-0

Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 8:54pm, Vice Chairman Meaney seconded; passed 5-0-0.

**ADJOURNMENT**

A True Record.

*Karen Nelson*

Karen Nelson transcribed from  
TA Bolton notes & YouTube recording