

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
FEBRUARY 10, 2020

**PRESENT:** JAN SNYDER, SELECTMAN; VICE CHAIRMAN, JACK MEANEY; SHERRY BURDICK, SELECTMAN (Absent: Chairman Hippler, Selectman Osborne)

**TOWN ADMINISTRATOR:** Naomi L Bolton

**GUESTS:** Police Chief, Chris Moore; Town Moderator, Eileen Meaney; John Van Loendersloot

Vice Chairman Meaney called the meeting to order at 6:33pm.

**NONPUBLIC SESSION:**

**Vice Chairman, Meaney moved, Selectman Burdick seconded to enter into nonpublic session @ 6:34 p.m. pursuant to the authority granted in RSA 91-A: 3II (a & c). A roll call vote was taken, Selectman Snyder – yes; Selectman Burdick – yes; Vice Chairman Meaney - yes Passed 3-0-0**

**Vice Chairman, Meaney moved, Selectman Burdick seconded to exit this nonpublic session @ 6:51 p.m. A roll call vote was taken, Selectman Snyder – yes; Vice Chairman Meaney – yes; Selectman Burdick – yes. Passed 3-0-0**

**Vice Chairman Meaney moved, Selectman Burdick seconded to seal and restrict these nonpublic session minutes. Passed 3-0-0**

Vice Chairman Meaney opened the meeting at 6:55pm., welcomed those present to the February 10, 2020 meeting of the Weare Board of Selectmen and proceeded with the pledge of allegiance. Vice Chairman Meaney stated Chairman Hippler was not present due to vehicle issues and Selectman Osborne is on vacation. Vice Chairman Meaney congratulated Town Administrator Naomi Bolton's 25 years of service to the Town of Weare.

**PUBLIC COMMENT:** none

**DEPARTMENT HEAD/COMMITTEE ITEMS:** none

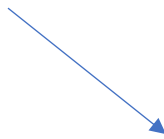
Vice Chairman Meaney asked if the Police Department will be at the Voting at WMS and Police Chief Moore responded, he and Officer Muise will be present at the polls.

**FINALIZE THE 2020 WARRANT:**

Town Administrator Bolton and the Board finalized the purpose statements for the 2020 Town Mailer.

Town Administrator Bolton stated that she had information regarding the fund balance with her at the deliberative session in preparation of questions because three of the articles are having offsets from the fund balance. No questions were asked, but she felt it was valuable information for taxpayers to know. The “un-audited” fund balance at the end of 2019 is \$1,727,232. There was \$589,017 returned from 2019 which is comprised of budget surplus (largely from positions that were not filled); warrant articles that were not spent in total; and unanticipated revenues (one being the tax deeded property auction). The “proposed budgets” are being anticipated to pass. The DRA (Department of Revenue) requires a minimum of 5% in the fund balance, which comes out to \$1,057,875.

|                                    |    |            |                     |
|------------------------------------|----|------------|---------------------|
| 2018 AUDITED FUND BALANCE          | \$ | 1,188,215  |                     |
| BOS – REDUCED TAXES                | \$ | 50,000     |                     |
| 2019 BEGINNING FUND BALANCE        | \$ | 1,138,215  |                     |
| <br>SURPLUS FROM 2019 – EXPENSES   | \$ | 575,612    |                     |
| SURPLUS FROM 2019 – REVENUES       | \$ | 13,405     |                     |
|                                    | \$ | 589,017    |                     |
| <br>2019 UN-AUDITED FUND BALANCE   | \$ | 1,727,232  |                     |
| <br>2020 TOWN PROPOSED BUDGETS     | \$ | 4,479,578  |                     |
| 2020 WEARE SCHOOL PROPOSED BUDGETS | \$ | 8,013,390  |                     |
| 2020 JOHN STARK PROPOSED BUDGETS   | \$ | 8,664,528  |                     |
|                                    | \$ | 21,157,496 | x 5% = \$ 1,057,875 |



#### **MINUTES:**

January 27, 2020 Minutes: Vice Chairman Meaney moved, Selectman Snyder seconded to accept the minutes of January 27th, as amended, passed 3-0-0.

February 3, 2020 Minutes: the minutes were tabled.

#### **MANIFEST:**

Vice Chairman Meaney and Selectman Snyder moved to accept the manifest as follows, which passed 3-0-0.

*To order the Treasurer to sign the payroll and accounts payables checks dated February 13, 2020, as included in the following manifests:*

|                                       |    |   |                         |
|---------------------------------------|----|---|-------------------------|
| <i>Payroll Manifest</i>               | \$ | 54,659.61   | (Weekly payroll)        |
| <i>Accounts Payable Manifest</i>      | \$ | 69,001.02   |                         |
| <i>Fire Department Manifest</i>       | \$ | 12,033.17   | (pending BOFW approval) |
| <i>John Stark Manifest</i>            | \$ | 250,000.00  |                         |
| <i>Weare School District Manifest</i> | \$ | 300,000.00  |                         |
| <br><i>Total</i>                      |    | <span style="border: 1px solid black;">\$ 685,693.80</span> |                         |

*As there is no Selectmen’s Meetings scheduled for Monday, February 17, 2020*

*Please vote:*

***To order the Treasurer to sign payroll checks dated February 20, 2020 estimated to be about \$65,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$50,000.00 for accounts payables 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.***

**Vice Chairman Meaney and Selectman Snyder moved to accept the Order of the Treasurer to sign payroll checks dated February 20, 2020. Passed 3-0-0**

**ADMINISTRATOR'S REPORT:**

Gordon Brown building site walk slated for March 1, 2020

Government Building- Sewer/Septic issues at the Town Office have since been upgraded with the water being increased, things seem to be going well. We will still be looking to do something in the spring.

At the Facility Use Public Hearing the Board asked how much did Valerie White, Seniorsize instructor, weight lifting class, pay last year for renting the Town Hall two mornings a week for 2019. Town Administrator Bolton stated Ms. White paid \$80.00 for the entire year, at 105 sessions, equates to \$ 0.76 a session. Town Administrator Bolton pointed out the other reoccurring users who rented the hall in January paid the going rate of \$10.00 per class. It was noted that Ms. White has not paid, but has a key and has used the hall without paying. Selectman Burdick stated Ms. White should be billed. The Board stated this class should have insurance. Both the Yoga and Zumba instructors have insurance. Town Administrator Bolton stated Ms. White asked the BOS Administrative Assistant about applying for Non-profit status. BOS Administrative Asst. called the state on Ms. White's behalf and learned the stipulations in establishing a Non-profit and relayed the NH website and Pamphlet information on Domestic Non-profits to Ms. White. The Board and Town Administrator Bolton decided to hire a locksmith to have the Town Hall cylinders changed and new keys made as soon as possible.

**ADMINISTRATOR'S REPORT: Administrative Topics:**

There will be no Board of Selectman's meeting next week, Monday, February 17, 2020 in observance of President's Day holiday. Town Offices will also be closed.

**CORRESPONDENCE & OTHER BUSINESS:**

Selectman Snyder stated, "She just had her feelings of humanity made bright to me on Sunday morning." While driving down "Slack's Hill" otherwise known as Flanders Memorial, she noticed a young man had gone off the road. His car was up on the guard rail to which a tree had stopped him from moving further down. Selectman Snyder stopped as well as others to see if they could help. As it turned out Selectman Snyder knew the driver. She stated another local resident, the Nelsons, brought over water and she stated, Officer Muise "just continued the whole ball of friendliness." She continued, "It was so heartwarming" the fellow was not hurt and "...it all ended up in a nice way." "It opened my eyes to the humanity that is still out there," she said. Selectman Snyder wanted everyone to know. She also wanted to let Chief Moore know how well Officer Muise handled the situation.

Vice Chairman Meaney gave a shout out, "Great job!" to the DPW department who have had a tough few days and how they've been functioning. They have been out since 3:00am this morning hitting the roads, keeping them open.

Town Administrator Bolton also mentioned how they were setting up the voting booths in between working on the roads. They will also be bringing everything over to the WMS at 6:00am tomorrow morning as well. Then on Wednesday morning, the guys will be there to break everything down and put it away all before the students get there. She and Vice Chairman Meaney agreed, it's the little things they do that nobody sees that needs to be appreciated.

**Being there was no further business to come before the Board, Vice Chairman Meaney moved, Selectman Snyder seconded to adjourn at 7:47pm. Passed 3-0-0.**

#### **ADJOURNMENT**

A True Record.

*Karen Nelson*

Karen Nelson transcribed from  
TA Bolton notes & YouTube recording