

Final



WEARE BOARD OF SELECTMEN
MEETING MINUTES
August 16, 2021

PRESENT: FREDERICK W. HIPPLER, CHAIRMAN; JOHN (JACK) MEANEY, VICE CHAIRMAN;
JONATHAN H. OSBORNE, SELECTMAN; JOHN VAN LOENDERSLOOT, SELECTMAN
ABSENT: SHERRY M. BURDICK, SELECTMAN

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Fire Chief Robert Vezina, Police Chief Chris Moore, Police Officer Barry Charest, Police Officer Paul Lewis, Police Officer Chad Averill, Sergeant Ryan Frisbie, Corporal Michael Muise, Police Officer Ashley Hersch, Police Administrative Assistant Emily Dauphinais, Finance Administrator Beth Rouse, Library Director Clay Kriese, Library Trustees Secretary Brenda Cannon, Library Trustees Treasurer Josh Hilliard, PARC Board Member Pam Moul, PARC Director Lisa Purington-Grolljahn, Tom Clow, Frank Campana, Seth Guilmette, Denise Goodwin, Charles Goodwin, Donna Osborne, Josh Moul, Daniel Bretzius, Becky Goodwin, Joseph Goodwin, Adam Marshall, Katherine Marshall, Curran Goodwin, Chuck Goodwin, Janice Mathews, The Messenger Editor Joyce Bosse, Neal Kurk

Chairman Hippler opened the meeting at 6:30 pm., welcomed those present to the August 16, 2021 meeting of the Weare Board of Selectmen and proceeded with the pledge of allegiance.

Swearing in of a new Full Time Police Officer

Police Chief Chris Moore introduced Seth Guilmette as our new fulltime Police Officer. Originally from Nashua, NH. he currently resides in Weare. After serving four years as a U.S. Marine, he was honorably discharged this year and passed the Police Academy PT Test, hopefully, to start in the next Academy. Chief Moore recommends a hiring rate of Police Officer II at \$22.88/hour, effective immediately, and as of April 1, 2022, per the CBA, increase to \$23.57. After completion of probation, six months after Field Training, PO III step 1 will bring him to \$24.51/hour. No college incentives, leave at 120 hours annual vacation, four years credit for military service, Marine Corps.

Selectman Van moved, Vice Chairman Meaney seconded to hire Seth Guilmette for the Weare Police Department starting rate of \$22.88/hour to increase to \$23.57 on April 1, 2022, effective August 16, 2021. Passed 4-0-0

Chairman Hippler proceeded with the Swear-In Ceremony appointing Seth Guilmette as Weare Police Officer, upon taking this oath of office shall have the powers, perform the duties and be subject to the liabilities and regulations. Congratulations Officer Guilmette. His brother, Joe Goodwin, had the honors of placing on his chained badge.

Eagle Scout Project Presentation for approval

Josh Moul Life Eagle Scout Troop #529 presented to the Board his project to build an information kiosk with a flowerbed base for the entrance to Chase Park. All funding to come from donations and fundraisers. All work performed by Scouts, friends and volunteers. Selectman Van asked if the current signs would be moved to the new kiosk and what kind of material would be used to build. Josh replied yes, and the structure would be made with two x fours and T-111 plywood, cementing the posts into the ground. The Board recommended using pressure treated lumber. Selectman Osborne explained being that the proposed sign is big it will need to be at least 3 ft. imbedded in the ground. Going forward, PARC would maintain the flowerbed. Sign to be painted with a metal roof, no lights. **Vice Chairman Meaney moved, Selectman Osborne seconded to approve Josh Moul's Eagle Scout Project for the kiosk at the entrance to Chase Park. Passed 4-0-0**

DEPARTMENT HEAD/COMMITTEE ITEMS:

1. Town Hall sign landscaping, Tom Clow stated the Trustees of the Trust Funds approved up to \$5200.00 for landscaping to come from the Emma Sawyer Trust Fund. Tom presented the Board a quote from Stockhaus Enterprises, LLC, Weare, NH. our current Town landscaper for \$5150.00. Low profile wall 20" high of decorative block. The job to include building and re-doing the block walls around the sign and flagpole, matching the block used under the Town Hall sign. Hardscape work to be done by McQuarrie's Hardscape, Henniker, NH. Loam, seeding and bark mulch done by Stockhaus Enterprise. Wall to be capped. Selectman Osborne to be on the ground for decisions. **Chairman Hippler moved, Vice Chairman Meaney seconded to accept the bid from Stockhaus Enterprise for \$5150.00, rounded up to \$5200.00 per the Trustees of the Trust Funds, for the completion of the hardscape and landscape work at the sign in front of the Town Hall. Passed 4-0-0**

2. Discuss Library Window & Blinds, Josh Hilliard Library Trustees Treasurer presented the Trustees suggestion for the ARPA Town Funds be used for the

Sawyer Room:

- Option A - seven new double hung vinyl Nor'easter windows at a cost of \$6375.25 quoted from Portland Glass, Hooksett, NH.
- Option B - seven low E argon glass with grids at a cost of \$3987.00 quoted from B.J. Johnson & Son, Goffstown, NH, remove, install, insulate and seal.

Paige Room:

- Option C - nine zebra semi-sheer pleated shades Wayfair price of \$861.84
- Option D - nine light filtering fabric roller shades Blindster price of \$810.59
- Option E - Installation by The Town Plier at a cost of \$200.00

Total: Window Option **B** + Shade Option **D & E** = \$4997.59

Josh explained the current windows are old and have issues, as are the shades they are coming apart.

MANIFEST:

To order the Treasurer to sign the payroll and accounts payables checks dated August 19, 2021 as included in the following manifests:

<i>Payroll Manifest</i>	\$	67,365.56 (Weekly payroll)
<i>Accounts Payable Manifest</i>	\$	89,520.36
<i>John Stark Accounts Payable Manifest</i>	\$	400,000.00
<i>Total</i>	\$	556,885.92

Payroll Manifest	\$ 65,265.65 (Weekly payroll checks dated 08/12/21)
Accounts Payable Manifest	\$ 59,433.99 (Checks dated 08/12/21)

As there is no Selectmen meeting scheduled for Monday, August 23, 2021

Please vote:

To order the Treasurer to sign payroll checks dated August 26, 2021 estimated to be about \$75,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$80,000.00 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.

Chairman Hippler moved, Vice Chairman Meaney seconded to accept the manifest as follows, which passed. Passed 4-0-0

PUBLIC HEARING: Chairman Hippler opened the public hearing at 7:00pm, to hear public testimony and comment on the acceptance of ARPA (American Rescue Plan Act) funds in the amount of \$951,733.58; to be distributed in two installments; 2021 - \$475,866.79 and 2022 - \$475,866.79. ARPA was signed into law by President Biden to provide direct relief to all cities, towns and villages across the United States affected by COVID-19.

Finance Administrator Beth Rouse stated there are four major categories she divided out into five uses:

- **Public Health and Economic Impacts** - funding Covid-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff

Mitigation and prevention efforts for Covid-19 include: vaccination programs, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, public communication efforts, purchases of PPE, ventilation improvements in congregate settings, health care settings or other key locations and adaptations to public buildings to implement Covid-19 mitigation tactics.

Suggestions include:

- 1.) Twelve Air Conditioning units with Hepa filters (replacing the a/c units in the Town Office building and installing a new unit in the Transfer Station building)
- 2.) Ten Air Exchangers/Air Purifiers (install new units in rooms and common areas that are most accessed by the public in the Town Office building, Safety Complex lobby, Town Hall and Library)
- 3.) Convert DPW Waste Oil Furnace to Conventional Oil or Pellet Furnace (waste oil furnaces emit dangerous toxins in the air)
- 4.) Electric Message Board (purchase additional electronic message board for public alerts and communications)

- **Address Negative Economic Impacts Caused by the Public Health Emergency** - including economic harms to workers, households, small business, impacted industries and the public sector Assistance to households such as food, rent, mortgage and utility assistance. Small business and nonprofits such as loans or grants to mitigate financial hardships. Technical assistance, counseling or other services to assist with business planning needs. Aid to impacted industries such as tourism, travel and hospitality

with improvements to ventilation, physical barriers or partitions, signage to facilitate social distancing, provisions of masks or PPE.

The Town of Weare currently budgets for assistance to households and to date there has not been significant requests for assistance due to Covid-19. The Town of Weare does not have a Community Economic Development Program.

- **Provide Premium Pay for Essential Workers** - offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors

Definition of Premium Pay is an amount up to \$13.00/hour in addition to wages the worker otherwise receives and in an aggregate amount not to exceed \$25.00 per eligible worker.

As this premium pay is defined as an addition to the employee's current hourly rate, it would become a future commitment from the taxpayers of Weare.

- **Invest In Water, Sewer and Broadband Infrastructure** - making necessary investments to improve access to clean drinking water, support vital wastewater and storm water infrastructure and expand access to broadband internet

Eligible uses within this category allow for a broad range of necessary investments in projects that improve access to clean drinking water, wastewater and storm water infrastructure and provide access to high-quality broadband services.

Suggestions include:

5.) Five Reverse Osmosis Water Systems (install a water system in the Town Hall, Town Office building, Safety Complex, Highway Garage and Transfer Station to remove water impurities for consumption)

6.) Five Water Bottle Filling Stations (install filler stations in the Town Office building, Police Dept., Fire Dept., DPW Garage and Library replacing water fountains with salvia and viruses on the surface)

Currently the Town spends over \$1100.00 annually on bottled water.

- **Replace Lost Public Sector Revenue** - using this funding to provide government services to the extent of the reduction in revenue experience due to the pandemic

Used for the Provision of Government Services such as maintenance or pay-go funded building of infrastructure, modernization of cybersecurity, including hardware, software and protection of critical infrastructure. Health services and the provision of Police, Fire, and other public safety services.

Suggestions include:

7.) Replace 35 pagers, 35 portables and 6 mobiles in the Fire Department

8.) Replace a 10-wheel plow truck for the DPW

9.) Upgrade to the Town's Emergency Services radio communication system

Town Administrator Bolton explained these are just examples based on the guidelines that were provided.

Chairman Hippler stated he is agreeable to all nine plus the additional Library requests, but he would prefer Town Counsel reviewed.

If the funds are accepted, will they be deposited into a dedicated account asked Selectman Van? Finance Administrator Rouse responded they were direct deposited into the General Fund. To be moved into a separate account. In 2026, all monies not used go back to the State.

Chairman Hippler stated suggested item number 9.) has been discussed a great deal with the Board and department heads. Hopeful to move forward with Motorola. Maps to be ready by August.

Vice Chairman Meaney was very pleased with the presentation and agreed with the items requested.

PUBLIC HEARING COMMENTS:

Neal Kurk, 285 Mount Dearborn Road, stated his concern is the process of how the money will be spent. Do the Selectmen need voters' approval? If warranted, will it be packaged or individualized? He hopes for individualized items for voter input. Chairman Hippler stated this has not yet been discussed.

Frank Campana, 322 Quaker Street, would like to know how chosen expenditures would affect his obligation tax wise for the future. As to the premium pay, the PD and FD already received a Covid stipend. Will he absorb the pay increase in his taxes? If the DPW gets this 10-wheel plow truck, will they request an additional one, a second or a third? He worries the Board will find a way to spend the money, "behind closed doors," when he believes other Towns have only spent a portion and returned some. Transparency, walk cautiously and make decisions known.

Tom Clow, 125 Concord Stage Road, agreed with accepting the money especially for the radio communication system. It was badly needed decades ago. An air filtration system would be a great investment. The 10-wheel truck purchase and putting one on the warrant is a great idea because one was skipped last year. This would bring DPW back on schedule.

Janice Mathews, 29 Woodbury Road, is in favor of accepting the ARPA funds in a separate account. She is undecided if it should go before the voters for transparency or the Board. Maybe they would make better decisions. Radio Communications should be the first priority, liability for the Town. People's lives are at stake.

Chairman Hippler asked for other public comments. There was none.
Chairman Hippler closed the public hearing at 7:26 pm.

Selectman Van stated he agreed with every comment and would like to accept the funds.

Selectman Van moved, Vice Chairman Meaney seconded to accept the funds totaling \$951,733.58 split between two payments from the American Rescue Protection Act, to be placed in a dedicated fund. Passed 4-0-0

Town Administrator Bolton explained there will be answers for the questions that were raised during the public comment. However, to address the reference to making purchasing decisions "behind closed doors" is not how it will be done. Decisions will be made out in the public. Chairman Hippler concurred.

Selectman Van understands taxpayers would like a say in how the money is spent, but it would not be a good idea to wait until warrant articles. Maybe a public hearing. Chairman Hippler agreed.

Town Administrator Bolton asserted typically the response for voters is yes or no without alternatives. Individualizing items could make things less confusing, but answers are needed. No means no.

Chairman Hippler added month-to-month things change, recommendations from the CDC, for example. The Board needs to be reactionary. Entertain a public hearing, but cannot wait until warrant season.

PUBLIC COMMENT:

Tom Clow mentioned the lack of an Economic Development Program. *Weare In The World* newspaper to have a business issue this week. Free Ads for any Town business. Maybe some listeners would be interested in re-establishing an Economic Development Committee. Also, Tom stated he would like to highlight what Town Administrator Bolton allotted to with the earlier public commenter. He stated he has never seen the Board of Selectmen along with Town Administrator Bolton make decisions behind closed doors. The doors

are open! Financial decisions have always been straight forward, not behind closed doors. He has been involved with the Board for a long time.

Chairman Hippler asked for other public comments. There was none.

MINUTES:

August 2, 2021 Minutes: Selectman Van moved, Vice Chairman Meaney seconded to accept the minutes of August 2nd as amended, 4-0-0

ADMINISTRATOR'S REPORT:

General Items:

1. Two cemetery deeds for BOS to sign
2. Forestry Contract- Conservation Commission asked for one more review at their 9/8 meeting
3. Facebook - Weare Town Office, government page linked to the Town website
4. Timber Harvest Stumpage Agreement for Toby Hill Forest for BOS to sign as landowners

Building & Maintenance Projects:

1. Tom Clow presented the landscape design, approved by Trustees and BOS
2. East Road Barn roof - Sentry Roofing to check it out
3. East Weare Fire Station - insurance certificate has arrived, to move forward
4. Riverdale Road/River Road work - Town Engineer to surveyor
5. East Shore Drive/Nichols Road - No Parking sign on private property, who authorized the tow off Town property? Chairman Hippler and Selectman Van stated not a BOS issue.

CORRESPONDENCE

- 1.) Selectman Osborne reassured the Board the gazebo field would be repaired.
- 2.) Chairman Hippler mentioned two complaints from a Gettings Road resident and Old Francetown Road resident. Town Administrator Bolton explained the voters authorized for 25 hours/week for a Building Inspector. The building department is very busy with only one person to handle many cases, 25 inspections daily, performed thoroughly making helpful, timely recommendations to contractors and homeowners. BOS to document Gettings Road for legal review. Old Francetown Road, email sent to DPW and the resident.
- 3.) Hodgdon Road resident complaint forwarded to CC, recommendation to submit to NHDES

OTHER BUSINESS

- Selectman Van suggested moving forward with quotes for the ARPA plan suggestions
- Chairman Hippler doesn't disagree with 3 bid quotes, prefers legal review first
- Selectman Van questioned the Library requests
- Vice Chairman Meaney stated to expedite the process; the Town already has previously approved vendors
- Selectman Van stated the RO water system is a definite
- Town Administrator Bolton stated no premium pay would be requested, never intended

Being there was no further business to come before the Board, Selectman Osborne made a motion, Vice Chairman Meaney seconded to adjourn at 8:09 pm. Passed 4-0-0

ADJOURNMENT

A True Record.

Karen Nelson

Karen Nelson transcribed from

TA Bolton notes & You Tube recording