

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 18, 2022

PRESENT: FREDERICK W. HIPPLER, CHAIRMAN; JONATHAN H. OSBORNE, VICE CHAIRMAN; SHERRY M. BURDICK, SELECTMAN; JOHN VAN LOENDERSLOOT, SELECTMAN; KEVIN J. CAHILL, SELECTMAN.

ABSENT: none

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Bruce Fillmore; Tom Flaherty; Craig Francisco; Janet Wilson; John Nikias; Ellen Dockton; Richard Butt; Tom Clow; Stephen Schmidt; Nick Fox; Frank Chen; Fire Chief Bob Vezina

Chairman Hippler stated that our meeting started at 6:30 PM at the tennis courts to evaluate the cracking and to see if we are going to open the courts or not. The resolution at this point is, we are going to meet with legal counsel to see what the opinion of legal is. Chairman Hippler then opened this portion of the meeting at 7 PM and asked those in attendance to join in the pledge of allegiance.

PUBLIC COMMENT: Tom Flaherty, Sunrise Lane, stated that on behalf of the Historical Society he wanted to thank the Board of Selectmen for opening the Town Hall for the Pine Tree Riot play on April 9th. It was a great success. They appreciated it and having the Town Hall was a critical part of the event.

Richard Butt, Old Town Road stated that he has some concerns of the post the Police Chief put on social media platforms. It was a post regarding reduction in service as a result of the default budget and the police cruiser not getting approved. It was posted as a directive from the Board of Selectmen. Mr. Butt watched the meeting and don't recall a directive. It was described as a directive from the Board of Selectmen to save money. There was a comment made in jest, kind of an off the cuff remark when he got up there, when the Chairman said save money and there was a laugh after that.

Selectman Cahill asked Mr. Butt if he could repeat the comment the Chief made. Mr. Butt answered by asking if the Board will take that off his time. Town Administrator Bolton replied that Selectmen Cahill doesn't have social media that is why he is asking.

Mr. Butt stated there were three issues he had resulting in a reduction of service. First, was there a directive from the Board of Selectmen to save money and was posted the day after the Selectmen's meeting. The other was the default budget. The reduction in operating costs from proposed to default were approximately \$46,000, which represents 2% of his overall budget. As a result, he is eliminating the ACO position, even though there is money in the default to cover that cost. In addition, he's going to increase the response time for calls for service, which to Mr. Butt is unacceptable. If we have a police department, they should make every effort to respond in a timely manner, but he was very specific to say there would be an increase in time to respond to calls for service.

Mr. Butt asked the Board if they all saw it, because to him the Board is looking at him like they had never seen it. Town Administrator Bolton replied that Chief read it for the record and handed her the only copy for the minutes. The Board did not get a copy. Mr. Butt asked if the Board agreed with reducing the calls for service response time. Chairman Hippler replied that as one member the VIN verification was a no brainer. He believes what the Chief meant to say and he's not quoting the Chief, when he talked about calls for service it was that they are partnering up in cruisers. It's not that they are going to sit and wait three minutes before responding.

Mr. Butt replied whatever he's doing is going to increase time when calls for service happen. He doesn't think the Board has even discussed it. He's \$46,000 short, 2% of his budget and Mr. Butt felt that the Board could find that in the overall budget of the Town to cover those costs and put service back where it should be, restore the ACO. Instead of the ACO, the Chief's going to have the officers, but if a resident picks up a stray dog, he expects the resident to bring the dog to Concord. Mr. Butt doesn't agree with it for \$46,000. He hopes the Board is going to discuss it and maybe come up with other alternatives. Now when it comes to the car, that's the Board's issue. The Board had the opportunity to reduce the cost of the article and didn't take advantage of it. There was an amendment made at deliberative session to take money from the fund balance. It lost by two votes and not a single board member supported it. It had an opportunity to make it more appealing, because the cost of that vehicle would have been \$30,000 not \$70,000. That's a significant concern. To double up in cars to save gas and repairs and maintenance is the last thing Mr. Butt thinks the Chief should do. Provide the service, whatever it takes, if we lose a car go out for an emergency expenditure. When you put a priority on a vehicle for code enforcement, the Board took money out of the operating budget, which he feels is questionable in terms of legality. According to Mr. Butt, the Board made the effort do to that but didn't even consider a discussion with the police and maybe work out a deal to move the explorer to code enforcement and put all that money to possibly a total offset of that police vehicle. There were some options there that were not considered. The biggest one to Mr. Butt is that every board member rejected the opportunity to offset the cost of the that new cruiser.

Frank Campana, Quaker Street stated he hates to follow the last speaker, but his sentiments are similar. Mr. Campana was at the April 4th meeting. He did ask for a copy of Chief Moore's handout, which he received. His concern is doubling up on patrol cars saves on mileage and gas but increases response time. Mr. Campana stated he is not a guru on police department running, but when he heard that, now we have two officers in one car responding to one call. What happens when a second call comes in? Is one of those two officers going to stand outside the first call while the officer and car go to the second call? Mr. Campana doesn't think that's going to happen. That's going to possibly put people in unsafe situations, which he has had the Chief state, safety is his concerns, which it should be. Mr. Campana's opinion is that is an unsafe condition. He agreed with the prior speaker and feels there is money in the default budget throughout the whole budget to make up the Chief's loss. If it's a question of safety and it's a question of putting two officers in one car, Mr. Campana suggested taking one of the officers and make it a vacant position. "Let the person go. You're going to have his salary." The reason Mr. Campana says that is, how many years have we had a police department that was not been totally staffed, quite a few. "We have had officers out on reserve duty for many, many, many months. I could name is name, but you guys should know it. We have another officer out on reserve duty, not quite as long. We had two officers who seem to get themselves in trouble in a shoot out and they got injured, how long were they off duty?" Mr. Campana calls and gets information about the roster. We had a person sitting at the desk job that has been off under workers compensation. Mr. Campana continued, so it's only one person that you're going to let go, if it's a question of safety. Now you have two cars on the road, two officers and you're back to what the status has been. "It may not be ideal, but it's only one officer." The police chief, in his report, says if he loses an officer, he's not going to rehire somebody to fill that position, so he himself has admitted, ok well I'll have to do with one less person. Mr. Campana stated, "do it now and keep the two cars on the road." He asked, what is the average cost of an officer, \$100,000? That's Mr. Campana's suggestion. He continued saying that certainly over the last two years out in the public how many people have lost their

jobs because of the economy. It's not a new idea and it should be discussed. Mr. Campana ended with "if it's a question of safety and losing a cop, then lose the position."

DEPARTMENT/COMMITTEE ITEMS:

Reappointment to Conservation Commission: Town Administrator Bolton stated that Steve Najjar is not present tonight. Mr. Najjar has filled out and signed the code of ethics and volunteer form. Town Administrator Bolton stated that Mr. Najjar has been on the Conservation Commission for a good number of years. He has a lot of knowledge. He is a very good person for that committee, between what he does for a living to his care and passion to the community especially the whole conservation aspect of things. He's asking to be reappointed for another 3-year term as a full member. Chairman Hippler agreed that sometimes this Board has had disagreements with Mr. Najjar but he definitely has a passion for the conservation of the Town land. **Selectman Van moved; Selectman Burdick seconded to reappoint Steve Najjar as a full member of the Conservation Commission for three years. Passed: 4-1 (Selectman Osborne)**

Reappointment to Trustees of Trust Funds: Town Administrator Bolton explained that the Trustees of Trust Funds sent the Board a request to reappoint Tom Clow as an alternate to the Trustees of Trust Funds. All appointments to the Trustees are similar to the Library Trustees and they are done by the Board for a one-year term. **Vice Chairman Osborne moved; Chairman Hippler seconded to appoint Tom Clow as an alternate to the Trustees of Trust Funds for a one-year term. Passed: 5-0-0**

REVIEW DRAFT RENTAL ORDINANCE: Chairman Hippler stated that tonight is to go over the draft that the Vice Chairman of the Planning Board and Fire Chief have worked on. Town Administrator Bolton reminded everyone that this draft was presented to the Board back in the fall. The Planning Board had been working on this late summer/early fall. Town Counsel then reviewed the information the Planning Board had gathered and produced what the Board got in the fall. The Board of Selectmen agreed to put it on hold to get through the budget season, deliberative session and Town meeting. There is also information regarding short term rentals being worked on at the State level. This copy that you will be discussing tonight is the same copy but with a final review by the Vice Chairman of the Planning Board and the Fire Chief earlier today.

Bruce Fillmore, Vice Chairman of the Planning Board stated that he saw a need for this about a year and a half ago for what he does for work cropping up all over the State. It made sense that the best way to regulate this is town wide, which means any residential use in Town can be rented. This is not looking at limiting anyone's ability to use their property/house if they are not living in it as a rental. While the Planning Board was looking at other codes out there, it seemed the best way to regulate this was by regulating the health and safety aspect of it. Safety being, we don't want anyone dying in a closet, or they can't get out because there is no window, or it's falling down and not safe. The Town doesn't want people to pollute failing septic systems, any water bodies, or neighbors land. As fate would have it the State is working on SB249 which allows the Towns to address these same things. They even go through a permitting process Towns can adopt. They went even as far to say that the person in charge of the rental housing, has to be in New Hampshire, that the Towns can call if there is a problem with the rental housing. The Planning Board started putting were thoughts together, then he and the Chairman of the Planning Board met with Town Counsel. The thought was that this was going to be handled through the zoning ordinance, but the enforcement would be slow because you would have to go through the zoning process, and everything that has happened prior to the adoption of the ordinance would be grandfathered. Town Counsel did some research and came up with RSA 48-A which allows the Selectmen the authority to adopt this as a Town ordinance. The Selectmen can vote on it once there is a public hearing. At that point the Planning Board felt it would be best handled with the Selectmen. Town Counsel put this together based on RSA 48-A. Mr. Fillmore stated that he feels we are on solid ground with what we have here. Before SB249 came along the concern was that the Town might be discriminating against short term rentals or long-term rentals, so this was written to be town wide. Selectman Van asked Mr. Fillmore what he meant by short term

rentals, was it meant Airbnb or Vrbo? Mr. Fillmore stated he was not referring to anyone in particular, just short-term rentals. Selectman Van asked what the definition of short-term rentals was. Mr. Fillmore replied less than a month could be short term, but we are not targeting short term. In meeting with the Fire Chief today, there is no reference in RSA 48-A to the New Hampshire Fire Code, so by adding “or dwelling unit” to the first paragraph would help tie it into the Fire Code. On page 3 under section B the suggestion was to add “NH Fire Code” would be in addition to RSA 48-A. In the same paragraph regarding the Assessment Card is a State of NH DES tie in. If you go to apply for a septic system for a 400-year-old house or a 50-year-old house, whatever was in place in 1989 is what they will allow you to design a septic system for or if doesn’t meet any other requirements from the State. So, if you can prove it was there in 1989, whether it was a 10-bedroom house on a one-acre lot or a 2-bedroom house, 25 feet from the water, they will allow you to design a septic system pre-1989. When it comes to the number of bedrooms that you are allowed to have it goes back to pre-1989. If the house was built after 1989 that part wouldn’t affect anything. Mr. Fillmore further added that if you have a 4-bedroom house where 2 of the bedrooms were added on 10 years ago without permission, the only ones that count are from 1989. The thought for striking number 4 was that newly constructed rental units should be able to comply and shouldn’t be included. The rest of the document is pretty much straightforward. Mr. Fillmore added that the enforcement of this ordinance is two prong approach to get the initial permit. The health Officer is going to review it for the septic system part of it and look at the property card. Then the Fire Department will be the ones that issue the permit, but they would look at from a safety view. We are not getting the building inspector involved here. We are not telling people to get a building permit. It is safety issues only. Once they get their permit it is going to be for any rental property. There will be an annual inspection and once you get the initial permit, the re-inspect should be easy, as long as batteries are kept in the smoke detectors, etc. Town Administrator Bolton pointed out it would be the same as the annual inspection for day cares. Mr. Fillmore stated that they realize that some of the older rentals may take a few minutes to get up to par with the safety requirements. There was discussion about the possibility of a tiered approach to get properties up to date. It may take time to get things up to date initially but the re-inspection should be a five-minute inspection.

Selectman Burdick asked what if someone has an older house that wants to rent out rooms and it was not built to today’s standards, for example if the stairs were only 7 and a half inch steps, how are they going to rectify that. Fire Chief Vezina stated that it all comes down for what are they going to use them for and if it is for a bed and breakfast that would be a totally different part of the code. Selectman Burdick replied how about a rental for a week. Fire Chief Vezina replied that a single-family rental, his gut feeling is all of that is grandfathered with the code, but when you get into a substantial change of use there’s more issues with that, but that’s not necessarily what we are talking about here. Mr. Fillmore stated that the Chief is onboard with this and he knows he will have to come up with an application, checklist and fee schedule. The fee schedule would be to offset his cost not to be a money maker.

Selectmen Cahill stated the tiered approach, what if you have someone that has half a dozen problems but their budget only allows two to be fixed before they can open up and start renting. How is that tiered approach going to work? Is that tiered approach going to be subjective? Is it going to be gray or black and white? Mr. Fillmore stated that there are two different ways to look at it. If it’s to keep renting and want to continue renting, that is going to be the real soft tiered approach to get everyone up to speed. But if it’s something they want to start renting, there could be more of an aggressive approach to get it off the ground because they don’t have anyone there now, there is no safety issues now. What people do in their own homes; we are not getting into that. However, they want to live is their own business, but when they want to start to make money and make it a commercial venture there is going to be some responsibilities. Selectman Cahill continued, so say he has a second home and for instance he is going to Airbnb it. The Chief comes out and he has \$5,000 worth of corrective work to do to make this antique cape fit the bill. Mr. Fillmore replied that if it is one home to be rented as a whole house and not divided up to be rented out you won’t need the firewalls. Selectman Cahill stated he’s always concerned about things that are gray and when you talk about a tiered approach being subjective to what that person is and has the ability of this year, the guy next door may get the pass and this one doesn’t that just becomes a problem for this

board. Selectman Cahill stated that he feels it should be all or nothing. Mr. Fillmore stated that if it is a single-family residence that is not being broken up, the permit should be very easy, because a lot of the items will be grandfathered.

Town Administrator Bolton asked how the Town finds these people. The simple ones are those that advertise with Airbnb or Vrbo. Times have changed today and the office gets lots of inquiries from neighbors asking about extra vehicles spending long periods of times, lots of traffic, etc. Mr. Fillmore stated that there are no answers for those situations. Town Administrator Bolton indicated that there have been instances where people advertise on craigslist, Facebook marketplace, etc. looking for a renter for a newly renovated basement, garage, second floor, etc. That have never gotten permits. Mr. Fillmore indicated that the Town is not going to catch everyone. Selectman Cahill stated that you are going to get the law-abiding citizens doing this but can happen at any moment. Town Administrator Bolton asked about the college kid that moves back home to look for full time work and the family charges them a fee for room and board is that a rental? Mr. Fillmore stated it could be. The Board stated that the difficult part of this is going to be the policing. This is being administered by the Fire Department and they have an avenue to get the Police Department involved if they need to. Selectman Cahill asked if there was an occupancy requirement. Mr. Fillmore stated that there would be an occupancy permit being issued with the specifics of the number of rentals it was approved for.

Selectman Van stated that if he wants to rent a bedroom in his house for a month, he would need to follow this. Mr. Fillmore replied yes. Selectman Van followed up even though he has a 3-bedroom house and a 3-bedroom septic? Mr. Fillmore stated yes but your inspection should be fairly straightforward. Chairman Hippler stated that it all goes back to the honor system.

Selectman Burdick asked if this was compared to any other Towns ordinances? Mr. Fillmore stated that there are no other towns in the State have taken this approach. All the other towns are trying to regulate where you can go and to date that is not working.

Selectman Van asked how does this tie in to the accessory dwelling units. If it is a mother-in-law, parents, or family and they are not paying rent, then it is not a rental and not subject to this. Selectman Cahill asked about getting any rooms and meals taxes paid to the State is that a way to track them.

Chairman Hippler stated that they just got this at 5:30 PM tonight and listened to the changes. Selectmen Van stated that he would like to table this so the Board can have time to review. Chairman Hippler agreed and would like that to happen before sending it to Town Counsel. Chairman Hippler would like to put it on the agenda next time. Mr. Fillmore stated that he will come back to the next meeting as well.

Craig Francisco, Chairman of the Planning Board stated that he agrees with everything Mr. Fillmore stated tonight. He has listened to how are we going to get everyone and other concerns. He would like the Town to see keep the costs low for this permit. That may help in getting everyone to come forward if we keep the fee at around \$20-\$25 versus \$100. Chairman Hippler stated that it is not meant to be a money grab it's meant to have everyone be compliant and reduce the liability on everyone. Basic fire code should not be a tripping point for everyone or it shouldn't be.

There was a question from the audience to see if they would take input. Chairman Hippler polled the Board, some didn't want to until they had time to digest. Selectman Cahill stated that the Board should not reply to any comments, but he would like to hear their concerns before he reviews it. The Board agreed that they would take input but it would be treated like public comment, one-way comments and no feedback.

Town Administrator Bolton stated that the document presented and discussed tonight is a public document and those present have asked for a copy. The notation on the bottom right is dated, so that when this gets

discussed at the next meeting and if it changes those with this copy will know the date it was discussed. Town Administrator Bolton handed out copies to those present who wanted a copy. The Board entertained comments and limited everyone to a 3-minute time limit.

Nick Fox, off East Shore Drive, stated he would like back and forth but if the Board is not going to that is interesting. Mr. Fox's question was what is the end result? Why are you sticking your business into our business? It's not a business, it is what they do in their personal homes. We have a right to do whatever we want in our homes. It's not illegal. Someone said it was a commercial entity. Health and safety permits. Make the permit free. He doesn't think there should be a permit. Health and safety, because someone is doing work out of their house. As Mr. Fox mentioned in October that's a slippery slope. So many people here in Weare work out of their house. They do hair. They do nails. How about the fumes for the nails, is there okay air filtration and fans setup for a hair salon, probably not. How about cutting wood? Are the chainsaws sharp enough? Do they have a face shield? Do they have protective pants? That's what you are doing. That is not a good thing. Not at all. And you're going to put a burden on these people to fix egresses for their windows. Why? Is any person coming to do a rental, if they slip and fall, if they can't get out, if they hurt themselves due to homeowners' property, the Town is not involved. The Town won't get sued. The Town is not named in a lawsuit. They are not involved. The liability falls on the homeowner. Why are we sticking our noses into that? Constitutionally that is a mess, why? What is the end result? Why are you guys doing it. Now you are going to burden our poor Fire Chief to go every year to these homes, to walk and check, did you fix this, how about that. Mr. Fox stated that he can drive and just looking at homes and can see that's a mess right there. That's a fire hazard right there. He stated I cut wood and I stack it right next to my house, is that a fire hazard? Anyone checking on that? Are they making money out of their home? Guys come on, not good, not good but he would like a copy of the draft as they will be contacting some folks.

John Nikias, East Shore Drive stated that he has been at the same residence for 40 years. The last 10 years have been hell. You got people coming in. All they want to do is party all week long. He thinks it is a business or should be classified as a business if you are not living there or a resident there it should be commercial only. It's been hell just look at the police reports. You have got people in and out of that place all hours of the day. So, you take a residence for 30 years and for the last 10 years has been hell. People are partying all night long. There is no restriction on any noise outside. Mr. Nikias thinks this is good what is being proposed. He felt it would be better if we shut it down 100%. Do like Conway, how did they make out? The crowd replied, they lost. Mr. Nikias added, then try again. He felt it should be shut down. It's a commercial business. People are buying these properties for rent, not to live in, not to pay the bills. They are buying the properties for the whole reason to rent. That's a business, no matter which way you look at it. They are not living there at all. He felt again it should be shut down 100%.

Town Administrator Bolton made copies for those present that wanted one. She also explained to those present how they can eSubscribe from the Town website, so that any agendas that get posted they would receive an email.

2022 BUDGET DISCUSSION: Town Administrator Bolton explained that Finance Administrator Beth Rouse put together this package. The cover sheet is a summary with 3 columns. The 2022 Default Budget; 2022 Restrained Budget; and Increase/(Decrease) Restrained vs. Default. Behind the summary sheet cover there are four colored sheets with only the accounts that concern these columns are used. It is not a full budget. The default column is the default budget. The restrained budget is the budget where other line items have been increased or decreased to accomplish the default budget. Town Administrator Bolton stated that we have lots of items that have changed that we have no control over like fuel and salt. The following amounts were moved around to achieve the plan in how we anticipate covering items to make the default budget work. Some of the notable items are:

- Insurances Budget \$63,371 is being used to offset obligated contracts and pay increases for the past 3 years. We are working on numbers that are 3 years old. We have all watched salt, diesel fuel and

heating fuel as well as contracts for Lawn Care, IT, and Cleaning that all have to occur for the Town to continue the business.

- Animal Control Budget \$16,182 used to offset Police
- Police removed Recruitment Account \$3,500
- Used \$16,234 of Fire Department Budget due to reduction in benefits based on new hire candidate
- A postponement of hiring 2 new FT (fire) employees will not result in a savings for the Town as the positions are currently being covered by per diem employees
- Highway Department reducing purchasing of Cutting Edges, Tires, Cold Patch, Salt and eliminating tree removal for 2022
- Transfer Station eliminating Glass Crushing as it was PO'd in 2021
- Transfer Station eliminating Household Hazardous Waste Day
- Restructuring Town Office Staff for 2022 ONLY

Town Administrator Bolton clarified the 4 colored pages. The amounts in blue indicate where these funds are going, but there are some blocks called “Restructuring”, which is a conversation that needs to occur later tonight as it goes into certain employees. Town Administrator Bolton explained that Beth and the other department heads have spent a great deal of time and effort to make this all work. Selectmen Cahill asked if the glass is just going to be stockpiled for now. Town Administrator Bolton stated that in the past we have done this and stockpiled it. We are just going to do that again for 2022. Selectman Cahill stated another concern is eliminating the Household Hazardous Waste Day, where does it go then? Selectman Cahill stated that he thinks there are alternatives that we should make the residents aware of. Town Administrator Bolton stated that it is not being eliminated to save money, we can't find anyone to host it. Clean Harbors is the only game now and they have no openings for 2022. Selectman Cahill stated that he will follow up on this but he thinks that Concord and/or Goffstown will take it but for a fee. Concord also takes all the plastic for free, no questions asked. Town Administrator Bolton added that the IT contract increased substantially largely due to what is currently going on in the world with cybersecurity as well as an incident in another community, so cyber training will be taking place for all employees. Chairman Hippler pointed out that just in the Highway Department, just the fuel and salt is an increase of about \$80,000, which was mentioned during deliberative session by not only the Board but the Finance Committee. It was pointed out in the mailer as well, so it was not and should not be a surprise. Another large increase is the fee to dispose of household waste at Wheelabrator. As a minimum those 3 items the Town can't live without and putting us back about \$100,000. The Board felt that the \$500 was important to keep for the Patriotic Purposes, regardless of where it comes from.

Chairman Hippler stated that the State has a rule as to when they are legally obligated to hit the pavement, does the Town have to follow that? If they do, he feels that we need to abide by it. He thought it was for 3” of snow on the traveled way before the plows hit the road. Vice Chairman Osborne stated back in the 80's they used to follow that. Chairman Hippler felt that we should follow. Town Administrator Bolton suggested that we all review the Winter Operating Procedures that we have posted on the website and have another conversation.

Selectman Van stated that on page 3, fourth from the bottom, roadside mowing had an \$11,000 reduction why is that? A couple of board members stated that is because we are not going to mow. Also, we have knotweed control, what takes priority. The knotweed is done by contract and the reduction of the roadside mowing is for the fact that we now own the mower, not that we are not doing it. Remember we are dealing with 3-year-old numbers and we didn't have the mower 3 years ago. Selectman Van asked that we get clarification that we are not – not mowing.

Selectman Cahill asked where he goes with any questions on this. Chairman Hippler stated he could go directly to Beth Rouse, the Finance Administrator. Selectman Van stated that if there are thoughts of making a change to this that it really needs to come here and then through Town Administrator Bolton.

Chairman Hippler wanted to discuss a possible spending freeze. Town Administrator Bolton stated that she would not recommend that at this point. All the department heads put their heads together to create this document and achieve how we can make the default budget work. They know how tight things are and are very well aware to keep things in line. Town Administrator Bolton reminded the board that there may be things along the way that will create changes that have to be revisited.

The Board stated that they would like to receive the cover page with the overview of the different budget items will be covered each quarter. They would also like it added to the agenda quarterly to review together with Department Heads, with the understanding that if something takes a turn before the next quarter, we would take it up at that time. Selectman Burdick asked if Beth could create something to show the heating fuel, propane, electricity and vehicle fuels, so they can see how we are doing along the way.

MANIFEST:

Chairman Hippler moved, Selectman Burdick seconded **to order the Treasurer to sign the payroll and accounts payables checks dated April 21, 2022 as included in the following manifests:**

Payroll Manifest	\$	75,503.48 (<i>Weekly & call bonus payroll</i>)
Accounts Payable Manifest	\$	21,694.94
John Stark Regional Payable Manifest	\$	500,000.00
Weare School District Payable Manifest	\$	800,000.00
	TOTAL:	\$ 1,397,198.42

The following manifests were previously ordered to sign at the April 4, 2022 Board of Selectmen meeting:

Payroll Manifest \$ 80,220.45 (Weekly, monthly & longevity payroll checks dated 4/14/22)

Accounts Payable Manifest \$ 54,611.13

As there is no Selectmen meeting scheduled for Monday, April 25, 2022

Please vote:

To order the Treasurer to sign payrolls checks dated April 28, 2022 estimated to be about \$75,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$90,000.00 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.

Vote: 5-0-0

MINUTES:

November 16, 2021: **Chairman Hippler moved, Selectman Van to approve the November 16, 2021 minutes as written. Vote: 4-0-1 (Selectman Cahill)**

March 21, 2022: These minutes were handled at the April 4, 2022 minutes.

April 4, 2022: **Selectman Van moved; Vice Chairman Osborne seconded to approve the April 4, 2022 minutes as written. Vote: 5-0-0**

ADMINISTRATOR’S REPORT:

1. Joint Loss Management Committee: Town Administrator Bolton stated that we the newly revised committee nearly complete. All that is left is to finalize and to pick a meeting schedule. We have a

balance of 3 department heads and 3 employees. We have one from Fire, one from Police, one from DPW, one from Library and two from Town Office.

2. Radio Communication: Town Administrator Bolton stated that we have a follow up meeting this Wednesday. Everything has been turned over to Town Administrator Bolton. She will make copies for everyone so the Board can establish a timeline from where to go from here. Town Administrator Bolton has not yet confirmed with Two Way if the DPW will be able to do the site work, but was told they are usually receptive to that.
3. Contracts (Lawn Care, IT, Cleaning Services and Forester): Town Administrator Bolton stated that some of the contracts have been typed, but none have been signed as of tonight. They should be done within the next few weeks.
4. Tennis Courts: The Board of Selectmen, Town Administrator, members from Parks and Recreation as well as many residents met over there early tonight before the meeting.
5. ARPA Expenditure Categories: Town Administrator Bolton reported that RFPs are currently being worked on so that some of these items can be put out to bid.
6. Collins Cemetery – this item is going to be a back burner item and worked on as can
7. Cemetery Trustees: Town Administrator Bolton reached out to Terry Knowles, who before retirement provided all the training to Cemetery Trustees all over the State. Ms. Knowles has agreed to provide training on Monday, April 25, 2022 at 6:30 PM here at the Town Office.
8. Asbestos Testing on 487 North Stark Highway (Barden): Town Administrator Bolton reported that we took 28 pictures of the house, a combination of close up and distance. Those have been sent to two companies that will be providing the Board with a quote. One company stated that he might be able to get back to me by next week. If that is the case it will be brought to the Board when they are meeting for the Cemetery Trustee training.
9. Driveway Bond Policy: Town Administrator Bolton stated that she has a draft that consists of a paragraph that she will be putting into a policy/ordinance draft and get it to the Board for approval.
10. River Road Bridge: Town Administrator Bolton reported that there are a lot of unhappy campers and was surprised no one came to the meeting tonight. There is one business owner that is extremely upset as he has lost two contracts just since the bridge posting. The State has shared the engineering list with Town Administrator Bolton. She has reached out to three of them on the list and shared the letter from the State that includes pictures. We are working as fast as we can. We are has 3 red listed bridges, one is on Old Frankestown Road, one on Lull Road and this one on River Road. This is the Town's only way from 114 to 114 in case of emergency.
11. 2022 Default Budget: This was discussed early this evening.
12. Weare Representatives Meeting: This item has not yet been scheduled, but will be shortly for an upcoming Board meeting.
13. Town Hall List of Projects: Town Administrator Bolton was able to find Casey Rodd from Rodd Roofing Company from St. Johnsbury, VT. She now has the phone number and will make contract to see if they could come and view the Stone Building and Town Hall.

14. Town Hall Bathroom Renovations: Town Administrator Bolton has not yet scheduled time for three contractors to come view the work.

15. Riverdale Road/River Road: The surveyor has the location of the lot line, so they can finalize the plan, then it will move forward with the zoning and planning boards.

EXOFFICIO UPDATES:

None since last meeting.

CORRESPONDENCE/OTHER BUSINESS:

Trash Pickup Day/Event: Selectman Burdick stated that the Historical Society is sponsoring the Annual Town Wide Clean Up Day that is planned for this Saturday, April 23rd with a rain date of Saturday, April 30th. There are blue bags at the Town Office and the Library. She has been told that there are two roads that really need some help and that is Clough Park Road and River Road. Selectman Van asked if they could be taken to the Transfer Station. Town Administrator Bolton stated that usually people tie off the blue bags, leave them beside the roads and the DPW goes by and picks them up.

NONPUBLIC SESSION:

Chairman Hippler moved; Selectman Van seconded to enter into nonpublic session @ 8:49 p.m. pursuant to the authority granted in RSA 91-A: 3II (a & c). A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Osborne – yes; Chairman Hippler – yes; Selectman Burdick – yes; Selectman Van - yes. Passed 5-0-0

Selectman Van moved; Selectman Burdick seconded to exit this nonpublic session @ 9:46 p.m. A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Osborne – yes; Chairman Hippler – yes; Selectman Burdick – yes; Selectman Van – yes. Passed 5-0-0

Selectman Van moved, Chairman Hippler seconded to seal and restrict these nonpublic session minutes. Passed 5-0-0

Being there was no further business to come before the Board, Selectman Van made a motion, Chairman Hippler seconded to adjourn at 9:47 pm. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton, Town Administrator