

FINAL



WEARE BOARD OF  
SELECTMEN MEETING  
MINUTES

January 11, 2021

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

**TOWN ADMINISTRATOR VIA ZOOM:** Naomi L. Bolton

**GUESTS VIA ZOOM:** Finance Administrator Beth Rouse, Police Chief Chris Moore, Fire Chief Robert Vezina, Frank & Mary Jo Campana, Nate St. Clair, Dylan Boisvert, Madison Albee, Linda Goonan, Nicole Fradette, Kelly Hebert, Jeff Spring, Town Moderator Eileen Meaney

Chairman Meaney opened the meeting at 6:33 pm., welcomed those present to the January 11, 2021 meeting of the Weare Board of Selectmen.

**PUBLIC COMMENT:** none

**DEPARTMENT HEAD/COMMITTEE ITEMS:** none

Discuss work on Jewett Road

Dylan Boisvert & Madison Albee came before the Board seeking permission to access Jewett Road in order to build their house and to discuss the historic, stone culvert augmentation. The Zoning Board has approved their variance to construct a single family home on Class VI Jewett Road.

Chairman Meaney asked Dylan if the proposed lot would be his residence. Dylan responded yes. Chairman Meaney advised Dylan he first needs clearance from DES for proper permits, with guidance from DPW Director Knapp prior to augmenting/repairing the culvert.

Selectman Burdick confirmed with Dylan that the historic, original culvert would remain. Dylan replied in the affirmative.

Vice Chairman Hippler inquired if Dylan would be adding an additional culvert to which Dylan responded yes. Widening to 16 feet in width by 50 feet in length, for emergency vehicle clearance, combined with two new overflow culverts, 24" wide x 20' in length. His proposed driveway 500' from Mountain Road.

Chairman Meaney asked Dylan if he had gone before the Planning Board, to which Dylan answered he had

not. Town Administrator Bolton declared the septic design would need to be approved by the State of NH. The Board of Selectmen to determine authorization access to Jewett Road, Planning Board approval not necessary.

Chairman Meaney opened the floor to zoom guests.

Nicole Fradette, 294 Mountain Road, was first to speak. She asked how far would the culvert be from her property line.

Chairman Meaney explained the culvert would be buried on the town property's ROW to keep water from flooding the road.

Town Administrator Bolton explained DES would rule as to the exact placement, amidst the confines of determined setbacks.

Nicole then asked if DES would determine if the proposed house lot activity would disturb the brook that runs through.

Chairman Meaney responded DES would take that under consideration.

Linda Goonan, 133 Jewett Road, spoke next. She asked for an explanation as what exactly is the 50 ft. that Dylan referenced.

Dylan read the Zoning Board's Condition #5:

*In the vicinity past historical stone culvert on Jewett Road along the future land of Boisvert, implement a widening of Jewett Road for a minimum of 16 feet wide by 50 feet long, so two emergency vehicles can pass safely.*

Vice Chairman Hippler explained the 50 feet pertains to a pull off area, 16' x 50', making room for two emergency vehicles to pass each other.

Linda asked how far would the proposed driveway be from the culvert. Dylan responded 300 feet, with permit approvals, a start date of this spring.

Linda then asked with Jewett Road being a one way, dead end, how much time will this road work require. Chairman Meaney answered it should not take more than a few hours. Dylan added he will work with the residents making it convenient for them to use the road.

Linda had corresponded with Town Administrator Bolton in reference to the ATV activity on Jewett Road. Town Administrator Bolton advised it is Fish & Game that patrols for illegal ATV use, unfortunately, the riders are long gone before authority arrives.

Linda inquired if *NO ATV'S ALLOWED BY LAW* signs could be posted, one at the beginning of Jewett Road, near Mountain Road and one at the end of Jewett Road near Sawyer Road.

Chairman Meaney stated the Board would seek Town Counsel to approve the language of the signs. Reiterating Fish & Game have the equipment to enforce illegal Off Road vehicle usage.

Selectman Burdick stated the lower end of Jewett is a non-maintained road, may be subject to gates and bars.

Chairman Meaney advised gates and bars do not deter ATV users.

Kelly Hebert, 97 Jewett Road, stated her concerns are with the vague conditions described for the road expansion. The area in question has a sharp corner and a very steep hill with trees on property owner's land on either side of the road. Does the DPW Director stipulate where the road opens up. In her estimation, 45 trees that would need to come down in order to satisfy the conditions of the Zoning Board.

Chairman Meaney replied DPW Director Knapp would determine how the plan develops.

Vice Chairman Hippler questioned where the Board of Firewards, emergency vehicles, stands as they have specifications.

Town Administrator Bolton acknowledged trees may need to be removed well within the ROW of the town. The Board of Firewards would be involved with the proposed driveway. She continued the work to be performed should be discussed with the Fire department per the Zoning Board's condition of accessibility of emergency vehicles.

Jeff Spring, Shovelworks, Inc., stated the widening starts at the culvert, along Dylan's property for 50 feet, 16 feet in width.

Vice Chairman Hippler mentioned he is uncertain who carries the burden of making Jewett Road accessible, in particular, the trees interfering at the beginning of Mountain Road.

Jeff responded that was not included in the Zoning Board's restriction for the approved variance. It spoke of the installation of the culvert and widening the road from the culvert 50' towards Dylan's property. Does not mention widening the hill or tree clearing.

Kelly Hebert asked if only that area was widened, how would trucks make it down the hill.

Vice Chairman Hippler asked Town Administrator Bolton for a copy of the Zoning Board's conditions and requested a Site Walk.

Town Administrator Bolton concurred, conditions to be emailed to the Board, Site Walk set for January 17, 2021 at 2:00 pm.

Nicole Fradette asked if the abutters would have any say in the trees to be removed. Town Administrator Bolton assured Nicole the trees would only be removed on the town's ROW, not personal property.

Nicole stated she is concerned about losing her privacy, which side of the road would the trees be cleared from. Town Administrator Bolton explained that falls under the guise of the DPW Director.

#### Discuss Cemetery Lawn Care Bid

Chairman Meaney asked Nate St. Clair, Bigg Dawg Landscaping, why the lawn care/cleanup contract he had with the town was not fulfilled. Cemetery mowing and cleanup jobs were incomplete. What are his intentions for the remaining of the contract, November 2021?

Nate stated the weather and timing came into play concerning the incomplete jobs. He is planning to finish the cleanup in the spring. The Board stated they were having a hard time hearing him, audio difficulties.

Selectman Van interjected that Police Chief Chris Moore would be leaving the Zoom meeting in fifteen minutes. With the technical difficulties in regards to hearing Nate St. Clair, could the discussion switch to FirstNet, Inc.

Chairman Meaney responded because FirstNet was not on tonight's agenda a brief conversation could begin.

Selectman Van proceeded the cost associated with changing phone carrier service to Verizon for the police department would be an increase of \$30.00/month. Also, a onetime hardware purchase. He would like to move forward with AT&T. What did Chief Moore think?

Chairman Meaney stated it would be Chief Moore's decision; however, he is concerned about the radio unit that needs to go to Goffstown dispatch. This now incorporates more than just the phones. He stated the radio system cannot be enhanced at this juncture.

Selectman Van replied that would not be addressed until March. His focus is on the cell phones.

Chairman Meaney responded based on the email exchanges, the radio would be a part of this contract.

Selectman Van reassured it would just be the phones, after the March vote, the radio would be included.

Chairman Meaney stated it is up to the Police Chief, if the department wants to switch carriers and if they can afford it. It is not for the Selectmen to be a part of.

Chief Moore stated an increase of 5% coverage would benefit their current situation. The cost difference is not much.

Town Administrator Bolton stated since the warrant is being finalized, the proposed budget would need to reflect this \$30.00/monthly difference.

Chairman Meaney concurred. This increase would have to be incorporated into their proposed budget.

Vice Chairman Hippler added, if his budget was not changed, it could become part of his bottom line.

Town Administrator Bolton responded, yes, in the Police department bottom line, but it should be part of this well-thought out correct proposed budget.

Vice Chairman Hippler replied there is time to place this in his proposed budget.

Chairman Meaney agreed, but stated the Police Chief makes the decision on equipment changes not the Board of Selectmen.

Chief Moore stated though he has not seen the numbers FirstNet has provided; his telephone budget line can absorb the cost differential. His \$14,000.00 annual telephone budget can support switching to FirstNet.

Vice Chairman Hippler stated he supports the Police switching their cell phone carrier.

Town Administrator Bolton explained all the cell phone options cost the same, but if the ruggedized Sonium XP8 iPhone is chosen, there is the upcharge of the microphone.

Vice Chairman Hippler justified the Sonium XP8 because it supports the microphone, which then enables the iPhone to eventually integrate into the inoperability box at Goffstown dispatch.

Town Administrator Bolton asked why 16 Sonium XP8's. She questioned why the Police department office Administrative Assistant or the Animal Control Officer would require the ruggedized Sonium XP8, it is not necessary.

Vice Chairman Hippler responded they could be changed to regular iPhones.

Chairman Meaney stated it is up to the Police Chief to decide on the equipment purchases.

Vice Chairman Hippler suggested buying the integrated Sonium XP8s now because eventually when the radio component comes into effect, they will be ready.

Chairman Meaney reminded the Board Motorola has not made their pitch yet.

Selectman Van stated Motorola will not affect cell phone coverage or FirstNet, they provide the maps for the VHF radio component. Tonight's topic is cell phone carrier.

Chairman Meaney reiterated the equipment decision is for the Police department to decide.

Selectman Van is focused on the cell phone carrier. He agrees with Chairman Meaney, let the Police chose their hardware.

Vice Chairman Hippler is in favor of purchasing the correct equipment now to avoid being locked into equipment that does not integrate in the future radio component. Selectman Van agrees.

Chairman Meaney stated cell phone carriers/coverage could be upgraded annually, restating, it is the Police department's decision.

Selectman Van mentioned making a motion to move forward with a contract.

Chairman Meaney stated the motion comes once the Board has the contract, finalized by Chief Moore.

Chief Moore replied he would get the actual proposal and return to the Board with his decision.

#### Cemetery Lawn Care Contract – Bigg Dawg Landscaping

Town Administrator Bolton reminded the Board Nate St. Clair, Bigg Dawg Landscaping, is still joined in the meeting. Chairman Meaney stated we need to know their plans. Town Administrator Bolton reiterated having access with Nate via cell phone, that his plan is to finish the contract. The fall cleanup fell short because of weather and timing.

Selectman Osborne stated not following through with fall cleanup was not the only problem, the cemeteries were not maintained most of the summer. Grass was two or three feet tall with fallen tree limbs not removed, deplorable conditions, he checked in September and October. Some outlying cemeteries had not been maintained in years.

Chairman Meaney stated the Board can opt out of this contract.

Nate responded if this is what the Board decides, he will step aside.

At this juncture, the Board tabled the lawn care contract decision as Selectman Osborne was having technical difficulties.

#### Review Revenues and Encumbrances

Finance Administrator Beth Rouse stated there was not much change in the 2021 Estimated Revenues, \$3,028,418.00. Encumbrances, \$384,356.01, items ordered or pre-approved by the Board.

Vice Chairman Hippler questioned the DPW changing to electric locks for their garage, \$9000.00 to Goffstown Lock & Key. His interpretation was re-tumbling, not brand new electric ones.

Town Administrator Bolton explained it was in a Non-Public on a night he was absent. This electronic lock is the Fob system like the Town Office building has.

Selectman Van questioned why there was not three bids provided.

Finance Administrator Rouse stated this is a holding place, two quotes were received, job not finalized.

Vice Chairman Hippler stated he is not agreeable to the change to electric locks. He remembers the conversation; he does not recall approving the change to a Fob system.

Finance Administrator Rouse advised the advantage to a Fob system is whenever an employee leaves, the locks no longer have to be changed. Like the Town Office building, employees can be tracked as to who enters, especially, on the weekends.

Selectman Van inquired is this in the DPW budget.

Finance Administrator Rouse replied that is correct; all encumbrances have been accounted for in the year-end budgets.

**Selectman Van moved, Chairman Meaney seconded to encumber \$384,356.01 from the 2020 budget. Passed 4-1-0 Vice Chairman Hippler voted no.**

Finance Administrator Rouse continued, Forecasted Expenditures for 2020 Year End still waiting on a couple vendors. Operating Budget came in under budget at \$293,656.53. Out of that, \$281,256.95 is payroll and \$7266.64 is non-payroll items. Including the Warrant Articles and Capital Reserve Funds the entire 2020 Budget came in under by \$307,853.51, including encumbrances. Estimated Revenue came in higher than anticipated as well.

The Board was very pleased.

#### Re-Convening with the Cemetery Lawn Care Contract – Bigg Dawg Landscaping

Chairman Meaney asked for the opinion of each Selectman:

Selectman Osborne stated the Board should exercise their option to forego the contract. Selectman Burdick agreed with Selectman Osborne as she, too, investigated the conditions. She found one cemetery to have seven or eight feet high of brush, untouched for years. Selectman Van also agrees with Selectman Osborne and Selectman Burdick. He checked out some cemeteries in November, no snow on the ground and not properly maintained. Vice Chairman Hippler stated either way.

**Selectman Osborne moved, Selectman Burdick seconded to exercise the option to terminate the lawn care contract on nonconforming. Passed 4-0-1 Vice Chairman Hippler abstained.**

Cemetery lawn care contract to be put out to bid around March 15, 2021.

**Finalize 2021 Town Warrant**

Town Administrator Bolton stated she is still waiting on the Planning Board finalizing on their Warrant Articles Thursday, January 14, 2021. Not many changes, Articles have been written with the intention of transparency and consistency from wording in prior years. Non-union raises at \$59,953.00, two additional EMS staff, PARC raises, Building Inspector, Fire equipment. Police cruiser states \$61,000.00 to purchase one fully equipped front line cruiser, DPW 10 Wheeler for the purpose of replacing an existing plow truck, Trash trailer at \$115,000.00 to replace existing trailer. Bridge reconstruction is \$25,000.00, Road reconstruction is \$525,000.00 with the anticipated amount coming from the State at \$276,150.00 leaves an estimated remaining balance of \$248,850.00 to be raised by taxation. Government building \$20,000.00 funding for unanticipated failures to aging infrastructures. Last three are per usual except Conservation expenditure is at \$140,000.00 instead of \$150,000.00 withdrawn from the Town Forest Account. Estimated tax impact is noted.

Petitioners still have until January 12, 2021 for the deadline. One petition is about explosives, signatures verified by the Town Clerk.

Public Hearing is Monday, January 18, 2021 in the WMS Gym at 7:00 pm for the 2021 Budget. Regular BOS meeting prior at 6:30 pm.

Zoom to be discussed with Town IT.

**MANIFEST:**

*To order the Treasurer to sign the payroll and accounts payables checks dated January 14, 2021 as included in the following manifests:*

<i><b>Payroll Manifest</b></i>	<i><b>\$ 70,137.89</b></i> (Weekly payroll)
<i><b>2020 Accounts Payable Manifest</b></i>	<i><b>\$ 218,731.57</b></i>
<i><b>2021 Accounts Payable Manifest</b></i>	<i><b>\$ 26,278.54</b></i>
<i><b>John Stark Accounts Payable Manifest</b></i>	<i><b>\$ 250,000.00</b></i>
<i><b>Weare School Accounts Payable Manifest</b></i>	<i><b>\$ 300,000.00</b></i>
<i><b>Total</b></i>	<i><b>\$ 865,148.00</b></i>

**Chairman Meaney moved, Vice Chairman Hippler seconded to accept the manifest as follows, which passed. Passed 5-0-0**



## **MINUTES:**

January 4, 2020 Minutes: **Chairman Meaney moved, Vice Chairman Hippler seconded to accept the minutes of January 4<sup>th</sup> as written, passed 5-0-0.**

## **ADMINISTRATOR'S REPORT:**

### *General Items:*

- 2021 Annual Budget Hearing – WMS Gym for Monday, January 18, 2021.
- 2021 Deliberative Session – WMS Gym Saturday, February 6, 2021. Weare School District Moderator has notified as to their plans of postponement. TBD
- Town Moderator Eileen Meaney suggested seeking Town Counsel's advice on risk/liabilities with moving forward if the School District chooses not to and the Execute Orders 50% capacity limits.
- 2021 Town Warrant Articles – finalized
- ZOOM – all committees have been moved to remote meetings and scheduled according:
  - Tuesday, January 12<sup>th</sup>, Parks & Recreation @ 7:00 pm
  - Wednesday, January 13<sup>th</sup>, Conservation Commission @ 7:00 pm
  - Thursday, January 14<sup>th</sup>, Planning Board @ 7:00 pm
  - Wednesday, January 20<sup>th</sup> Finance Committee @ 7:00 pm
  - Monday, January 25<sup>th</sup>, BOS @ 6:30 pm – to include a Zoom discussion
  - Thursday, January 28<sup>th</sup>, Planning Board @ 7:00 pm

### *Building & Maintenance Projects:*

1. Stone Memorial Building – fire/freeze alarm, funds encumbered, vendor to finalize
2. Employee Ladies Bathroom – to re-email the Board with pictures
3. Snow removal/shoveling – to be done by Kyle Parker, Building Inspector

### *Comments:*

Selectman Osborne asked about the Forestry Contract, more time is needed.  
Selectman Burdick noted Clinton Grove is complete.  
Still waiting on Walker Roofer & Motorola maps update.

### *Board signatures need:*

- ✓ Internet Service agreement with CAI for attaching deeds
- ✓ 2021 Contract with Sanders Searches for those that do not pay their taxes, cost of \$3320.00

## **CORRESPONDENCE & OTHER BUSINESS:**

Police Chief Moore's COVID schedule well received by the Board.

**Being there was no further business to come before the Board, Chairman Meaney made a motion, Selectman Van seconded to adjourn at 8:17 pm. Passed 5-0-0**

## **ADJOURNMENT**

A True Record.

*Karen Nelson*

Karen Nelson transcribed from  
TA Bolton notes & You Tube recording