

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
August 31, 2020

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

TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Police Chief Chris Moore, Finance Administrator Beth Rouse, Frank Campana, Neal Kurk

Chairman Meaney called the meeting to order at 6:30 pm.

NONPUBLIC SESSION:

Chairman Meaney moved, Selectman Van seconded to enter into nonpublic session @ 6:31 p.m. pursuant to the authority granted in RSA 91-A: 3II (a&c). A roll call vote was taken, Selectman Van – yes; Chairman Meaney – yes; Vice Chairman Hippler – yes; Selectman Burdick – yes; Selectman Osborne - yes. Passed 5-0-0

Chairman Meaney moved, Selectman Van seconded to exit this nonpublic session @ 7:00 p.m. A roll call vote was taken, Selectman Van – yes; Chairman Meaney – yes; Vice Chairman Hippler – yes; Selectman Burdick – yes; Selectman Osborne - yes. Passed 5-0-0

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

Chairman Meaney opened the meeting at 7:02 pm., welcomed those present to the August 31, 2020 meeting of the Weare Board of Selectmen and proceeded with the pledge of allegiance.

Chairman Meaney opened the Public Hearing at 7:03 pm. for changing the building permit fees, resumed from July 27, 2020.

The Planning Board's revision for the Building Ordinance is \$0.40 cents per square foot gross floor area, which includes basement, garage, deck, etc. The gross area is the sum of the gross horizontal area of all floors of the building including cellars, basements, and any usable parts. Horizontal dimensions taken from the exterior face of the walls. The square footage amount of .40 cents also will include permits for a garage, deck, shed, etc. With the limit of under 200 square feet, which will only be an application base rate fee of \$50.00.

Pools- an application rate of \$50.00, plus an additional application rate of \$50.00 for electrical for a total of \$100.00. New mobile homes on a slab will be \$0.40 cents per square foot. Replacement mobile homes of the same footprint will be an application fee of \$50.00, plus an additional \$50.00 for electrical, plus an additional \$50.00 for mechanical, totaling \$150.00. A larger mobile home footprint to be charged \$0.40 per square foot.

Chairman Meaney opened the floor to public comment on building permit fees.

Neal Kurk, Mount Dearborn Road, not speaking on behalf of the Planning Board, denotes two things. First, the legal implication for N.H. is fees cannot raise revenue; you can only cover your cost. He continued, a fee structure needs to reflect the difference in the cost involved for a town for unfinished space vs. finished space. Otherwise, you would be raising revenue, a tax. Secondly, the economic implication is finished space cost involves more services compared to unfinished space. At the proposed rate of \$0.40 cents per square foot, it cost the town more to inspect, etc., a finished home, for example, vs. an unfinished shed. The cost involved to the town is not the same, though; you are charging the same rate. The homeowner who is paying a fee for unfinished space and getting fewer services picks up the difference in cost to the town. This is unfair. He feels the better approach for the town is to distinguish between the different types of permits and services involved and charge accordingly. In other words, it should be cheaper for unfinished space, as it is less work involved, inspections, etc.

Selectman Burdick asked Chairman Meaney what the rate was prior. Town Administrator Bolton and Chairman Meaney answered \$0.50 cents per square foot for finished space. And, what they told you it was going to cost to build. The question then arises of insulated vs. uninsulated space.

Town Administrator Bolton elaborates, at the old rate; if it cost \$50,000.00 to build a barn then you would be charged \$6.00 per thousand. The problem is contractors were building a house for \$149,000.00 then selling it for \$500,000.00. There was no fair way because of construction and labor costs. Also, homeowners were finishing basements and then renting them out, without the town knowing.

Chairman Meaney mentioned how regular sheds become man caves and she sheds with electrical and plumbing. These types of buildings would then include electrical and plumbing permits, etc. Balancing everything, he believes the proposed rate of \$0.40 per square foot is fair and equitable for everyone.

Selectman Van would like to see a price comparison from the last five years of homes, 1500 to 2500 sq. ft., to make sure we are not shortchanging ourselves.

Town Administrator Bolton relayed a personal story. Her son built a house, came in, filled out a form depicting exactly what it was going to cost him. He was charged \$6.00 per square foot. Using the proposed rate at \$0.40 cents per square foot, he would have paid \$200.00 less. It is different for a contractor who comes in and gives the cost; it is more for material vs. their time involved in doing it. She feels this is where the difference comes into play. She gives the example a garage can cost \$20,000.00 to build by a contractor, but if you had to pay for materials and labor, it will cost closer to \$50,000.00.

Selectman Burdick asked what other towns are charging.

Chairman Meaney stated they are all over the map, a lot higher than ours are. He explained the town is not looking to make money, but trying to cover our cost. He does not think we will be cutting ourselves short in the fees. Some years there is a building boom and other years there is nothing.

Town Administrator Bolton added the difference comes in when you are accessed tax wise. Paying the same for building permits in square footage, but you are taxed totally different.

Selectman Van stated he does not think the proposed fee at \$0.40 cents per square foot is high enough.

Chairman Meaney reiterated we are not in this to make money.

Selectman Van continues, \$115,000.00 in material to build a ~ 1500 sq. ft. home at the previous rate would be a \$690.00 fee. Using the proposed fee, it would be \$600.00.

Chairman Meaney explains this old way, at \$690.00 in his example, included permits. Now, with the proposed rate, permit fees are in addition to.

Selectman Van stated his concern was to cover cost.

Selectman Osborne stated he is in favor of the proposed rate to keep it as simple as possible.

Chairman Meaney made a motion, Selectman Burdick seconded to adopt the new building permit fee of \$0.40 per square foot; adding replacement mobile homes of the same footprint will be an application fee of \$50.00, plus an additional \$50.00 for electrical, plus an additional \$50.00 for mechanical, totaling \$150.00. A larger mobile home footprint to be charged \$0.40 per square foot. Passed 3-2-0 Selectman Van, Vice Chairman Hippler voted no.

PUBLIC COMMENT: not scheduled as this is a BOS work session

DEPARTMENT HEAD/COMMITTEE ITEMS: not scheduled as this is a BOS work session

MANIFEST:

To order the Treasurer to sign the payroll and accounts payables checks dated September 3, 2020 as included in the following manifests:

<i>Payroll Manifest</i>	\$	67,761.47 (Weekly& Fire monthly payroll)
<i>Accounts Payable Manifest</i>	\$	58,158.93
<i>Weare District Accounts Payable Manifest</i>	\$	500,000.00
<i>John Stark Accounts Payable Manifest</i>	\$	400,000.00
<i>Total</i>	\$	1,025,920.40

The following manifests were previously ordered to sign at the August 17, 2020 Board of Selectmen meeting:

Payroll Manifest	\$	63,381.71 (Weekly & monthly payroll checks dated 08/27/2020)
Accounts Payable Manifest	\$	63,690.25 (Checks dated 08/27/2020)
Supplemental Accounts Payable Manifest	\$	531.40 (Check dated 08/27/2020)

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As there is no Selectmen meeting scheduled for Monday, September 7th & September 14th, 2020

Please vote:

To order the Treasurer to sign payroll checks dated September 10th & September 17th, 2020 estimated to be about \$140,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$150,000.00 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 Meaney moved, Selectman Van seconded to accept the manifest as follows, which passed.
Passed 5-0-0**

Vice Chairman Hippler moved, Selectman Van seconded to approve Finance Administrator Rouse as the signer to apply for the Supplemental Election Grant. Passed 5-0-0

Personnel Policy- Finance Administrator Rouse reviewed with the Board the revised Personnel policy. Summary of addendums as follows:

- Definition of classification of employee, part-time with or without benefit eligibility
- Added absenteeism, tardiness, break time for nursing mothers, 3 hour call back time
- Comp time used prior to leave requests, except sick time
- Overtime – request alternate schedule or receive comp time in lieu of
- Holiday pay based on hours they would have worked, regular straight time, floating holidays granted after the holiday
- Vacation leave added 21+ years to 30 days/year, max accrual of 360 hrs., prorated for part-timers, half day increments allowed, not paid out at termination unless probation period complete and 2 week notice given for retirement
- Sick leave, hourly increments, max accruable to 900 hrs., prorated for part-timers, not allowed following submission of resignation, unless certified with health care provider
- Eliminating Personal Time as Sick time is now hourly
- Eliminate merit raises
- Jury Duty per legal statute
- Inclement weather- employees not allowed to work from home, DPW exempt from this section
- Meal reimbursement rate - TBD
- Added a boot allowance, short/long term disability at employee's expense, life insurance benefit, uniformed employees to enter establishments that serve alcohol to pick up take out, added increases to longevity bonuses

Election Coverage- Selectman Van to arrive at 4:00 pm, Chairman Meaney to work in the morning until 1:00 pm, who, along with the Town Moderator will appoint a replacement before leaving.

Selectman Osborne left the meeting at 9:15 pm.

NONPUBLIC SESSION:

Chairman Meaney moved, Selectman Van seconded to enter into nonpublic session @ 9:17 p.m. pursuant to the authority granted in RSA 91-A: 3II (a&c). A roll call vote was taken, Selectman Van – yes; Chairman Meaney – yes; Vice Chairman Hippler – yes; Selectman Burdick – yes; Selectman Osborne - absent. Passed 4-0-0

Selectman Van moved, Chairman Meaney seconded to exit this nonpublic session @ 9:30 p.m. A roll call vote was taken, Selectman Van – yes; Chairman Meaney – yes; Vice Chairman Hippler – yes; Selectman Burdick – yes; Selectman Osborne - absent. Passed 4-0-0

Selectman Van moved, Chairman Meaney seconded to seal and restrict these nonpublic session minutes. Passed 4-0-0

MINUTES: not scheduled, as this is a BOS work session.

ADMINISTRATOR'S REPORT: Administrative Topics: not scheduled, as this is a BOS work session.

CORRESPONDENCE & OTHER BUSINESS: not scheduled, as this is a BOS work session.

Being there was no further business to come before the Board, Selectman Van made a motion, Chairman Meaney seconded to adjourn at 9:31 pm. Passed 4-0-0

ADJOURNMENT

A True Record.

Karen Nelson

Karen Nelson transcribed from
TA Bolton notes & YouTube recording