

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
September 21, 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, Police Lieutenant Frank Hebert, Patrol Officer Mike Muise and family, Wilton Police Officer Ashley Pepelis and family, Sergeant Ryan Frisbie, Sergeant Brandon Montplaisir, Vanessa Hippler, The Messenger Publisher Leigh Bosse, Tom Clow, Emily Dauphinais, Jacob Hatch

Chairman Meaney opened the meeting at 6:30 pm., welcomed those present to the September 21, 2020 meeting of the Weare Board of Selectmen and proceeded with the pledge of allegiance.

Swearing In and Promotion of Police Officers

Police Chief Moore began with the recommended promotion of Police Officer Mike Muise to the rank of Corporal. Chief Moore stated he is an excellent candidate. They “cannot say enough good things about him” as Officer Muise sets the culture for their department. Chief Moore thanked the Board on their support for letting them take this step. He continued, Officer Muise will start at \$30.06 per hour, after a 6-month probation, increased to \$31.11 per hour.

**Chairman Meaney made a motion, Selectman Van seconded to promote Patrolman Mike Muise to the rank of Corporal for the Weare Police Department at a rate of \$30.06/hour increased to \$31.11/hour after a 6-month probation. Passed 5-0-0**

Chairman Meaney swore in Officer Muise with confidence in his ability and integrity, hereby appointed as a Full Time Police Corporal of the Town of Weare. Upon taking his oath, certified and recorded by the Town Clerk, Corporal Muise shall have the powers, perform the duties, and be subject to the liabilities and regulations given on this 21<sup>st</sup> day of September 2020. Michael P. Muise solemnly swore to faithfully and impartially discharge and perform all the duties incumbent of him. His daughter pinned on his new badge. Leigh Bosse, publisher of The Messenger was on hand to take pictures with his family.

**PUBLIC COMMENT:** none

Chief Moore presented a quote of \$1259.00 for new keys, money to be taken from his budget. The Board approved.

## MANIFEST:

***Payroll Manifest*** \$ **74,212.93** (Weekly & monthly payroll)

|                                  |    |           |
|----------------------------------|----|-----------|
| <i>Accounts Payable Manifest</i> | \$ | 45,769.64 |
|----------------------------------|----|-----------|

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|---|----|------------|
| <i>Weare District Accounts Payable Manifest</i> | \$ | 500,000.00 |
|---|----|------------|

|   |               |
|---|---------------|
| <i>John Stark Accounts Payable Manifest</i> | \$ 250,000.00 |
|---|---------------|

|              |                      |
|--------------|----------------------|
| <b>Total</b> | <b>\$ 869,982.57</b> |
|--------------|----------------------|

|                  |              |   |
|------------------|--------------|---|
| Payroll Manifest | \$ 84,691.83 | (Weekly & Insurance Buyout payroll checks dated 09/17/2020) |
|------------------|--------------|---|

|                           |  |
|---------------------------|--|
| Accounts Payable Manifest | \$ 40,755.78 (Checks dated 09/17/2020) |
|---------------------------|--|

*As there is no Selectmen meeting scheduled for Monday, September 28, 2020*

*To order the Treasurer to sign payroll checks dated October 1, 2020 estimated to be about \$70,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$75,000.00 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 Burdick seconded to accept the manifest as follows, which passed. Passed 5-0-0**

**General Items:**

- Custodian Position Details – open item
- Joint Loss Management Committee – hasn't met since COVID
- Master Plan Update Committee (Article 27) – to check status

- Harassment/Personnel Policy – finalized, Board to sign, to be distributed, employees to sign Authorization Sheet for latest revision
- Police CBA – needs to be finalized and signed
- ESubscribe Number Update – needs updating
- Radio Communication – 2021 CIP Request, could pay for study this year
- Furnace Cleanings – to be scheduled
- Bids/Quotes – because of COVID not all of last year’s fuel contract was used, to stay w/ Irving
- Bi-weekly Board Schedule – return to weekly meetings starting November 2<sup>nd</sup> through Deliberative Session, budget presentations to begin 2<sup>nd</sup>, 9<sup>th</sup> & 16<sup>th</sup> with the 3 large depts.
- Forestry Contract – language to be finalized, reviewed by Attorney Spector-Morgan then shared with Conservation

#### Continued with Swearing In of Police Officers

Police Chief Moore began with fulltime NH certified Wilton Police Officer Ashley Pepelis; she is a 14-year veteran having worked in five departments, one being South Carolina. She is originally from Weare and currently resides here. Chief Moore explained Officer Pepelis would be on a part-time basis at a rate of \$25.37 an hour.

**Chairman Meaney made a motion, Selectman Van seconded to hire Officer Ashley Pepelis as a part-time Police Officer for the Town of Weare at a rate of \$25.37/hour. Passed 4-0-1 Vice Chairman Hippler abstained**

Vice Chairman Hippler swore in Officer Ashley Pepelis. To faithfully and impartially, discharge and perform all duties incumbent as a part-time Police Officer according to the best of her abilities, agreeably to the rules and regulations, the Constitution and laws of the State of NH. Her fiancé had the honors of placing on her badge.

Leigh Bosse photographed newly appointed Officer Pepelis with the Chief and Corporal Muise.

Chairman Meaney stated he was remiss in beginning tonight’s meeting with a moment of silence for the passing of a lifetime Weare resident Lloyd Bailey. He served our community for many years, working in the fire department, later on as the Asst. Fire Chief, but also with the highway department, eventually becoming the Road Agent. Chairman Meaney would like to send condolences to his family and proceeded with a moment of silence.

#### **ADMINISTRATOR’S REPORT CON’T:**

##### **Building & Maintenance Items:**

1. Town Hall – list of projects, warrant article failed for 2020, Mildred Hall Fund has \$15K – 18K for the Town Hall, 2019 quote from Walker Roofing \$300/return, need updated quote, to schedule for 2021
2. Clinton Grove Under Pinning – on hold, Selectman Burdick leading the project
3. Town Office Building Ceilings/Walls – no money for 2020 warrant, on hold
4. New Town Hall Sign – carved by Roberge Signs, Bradford, NH, DPW removed old one and stone skirted platform, holes to be drilled next week prepping for placement
5. Gazebo – DPW removed the stationary trashcan, cut down 4x4 post to receive new sign, and repaired the benches as best they could as metal was bent, now safe
6. Town Offices Air Conditioning – Morrill Heating & AC, Weare, NH., cleaned the units, working fine, to schedule annual cleanings, due to age of the units, maybe on

borrowed time. Vice Chairman Hippler suggested replacing one compressor w/units at a time

7. Clinton Grove Bell Tower – on hold
8. Town Office Septic/Sewer Issues – since the water capacity increase, working well, no issues
9. Stone Memorial Building – fire/freeze alarm, on hold
10. Shmid/Banks Property – working on sign for post, language needs to be agreed upon with Attorney Spencer-Morgan
11. Town Office Employee Ladies Room - Building Inspector Parker quoted \$1500.00 to fill holes, paint, etc., could use a little bit of a makeup
12. Library AC Units Replacement – CIP improvement request amount of \$26,500.00, Library Trustee and Chair to speak at October 5<sup>th</sup> BOS meeting

**Vice Chairman Hippler made a motion, Selectman Osborne seconded to have the Board of Selectmen Chair to sign the Library CIP Request for AC units. Passed 5-0-0**

Vice Chairman Hippler asked if the town ever received a quote for the fire/freeze alarm for the Stone Memorial Building. Town Administrator Bolton responded no. Vice Chairman Hippler stated it might be short money because of the size of the building. He thought it might be wise because of the historical value inside. Chairman Meaney stated at least a fire alarm. Selectman Burdick added hardwired in. Vice Chairman Hippler stated we have a lot to lose in that building, both with freeze and fire. Quotes from ESP Alarm for both forth coming.

Facility Use Request, Republican Meet & Greet, Town Gazebo – carry in carry out, political signage allowed three days prior to event, to ensure public parking at school, no parking in the street, security deposit of \$50.00, if cleanup is needed, \$75.00 usage fee, along with an insurance binder policy listing the town as additionally insured.

Zoom Meeting Accommodations – the town of New Durham uses Zoom Pro at \$149.90/year, holds up to 100 participants. At \$199.90/year/license, it is 300 participants with unlimited time. Finance Committee might be looking for multiple users if able to watch by zoom. Selectman Van suggested the Deliberative Session could also benefit from access with a zoom platform. Chairman Meaney suggested Conservation could also use it. Our IT, Umbral Technologies, quoted a 65” tripod for a camera, webcam, ThinkPad, hardware, USB microphone for the computer, setup and installation, etc., at \$1452.96. Maybe COVID CARES money available. Selectman Burdick asked what the Town Library uses because they have zoom meetings. Town Administrator Bolton to inquire. Chairman Meaney mentioned the State has zoom meetings as well. Town Administrator Bolton added it is free for the first 100 participants with a maximum forty-minute timeframe. Vice Chairman Hippler recommended the 300 participants at \$199.90/year/license. Selectman Burdick and Chairman Meaney agreed. Selectman Van asked if this package has the capacity to record in order to archive and for the Cable Committee to upload to You Tube. Town Administrator Bolton to discuss with Doug Poirier, Umbral Technologies, our IT consultant and Doug Alwine, our IT Cable Committee member. Selectman Burdick added a meeting can be recorded and saved to your hard drive. Vice Chairman Hippler asked Town Administrator Bolton is there any other use for this laptop, Lenovo ThinkPad, that she could think of. She answered not at the moment off the cuff, but she could come up with something. Selectman Van stated it could be backup in case another computer went down in the building. Town Administrator Bolton explained the town of New Durham’s TA that she reached out to, stated he is the host for their committee meetings. He can start and monitor the meetings from home, as well as control the environment.

Selectman Van asked if there was any other alternatives to Zoom, for example, Microsoft Teams. Town Administrator Bolton answered the school uses Google Hangout and the State uses Cisco Webex. Chairman Meaney mentioned the State also uses Zoom. Town Administrator Bolton stated the majority of the towns are using Zoom. The discussion continues.

Town Administrator Bolton asked the Board to make a motion; the total is \$1,652.86, IT Umbral quote of \$1,452.96 with \$199.90 Zoom package. Selectman Van asked what budget will this come out of. Town Administrator Bolton answered the Selectmen's budget. Selectman Van asked if there was room. Town Administrator Bolton responded in the affirmative. The \$3000.00 set aside for her to attend conferences has money left there, as she has not attended many conferences this year. CARES Act reimbursement will also be sought.

**Chairman Meaney made a motion, Selectman Burdick seconded to allow the Town Administrator to purchase an IT (Lenovo ThinkPad) with a Zoom feature for \$1652.86.** Selectman Van asked if this motion includes the annual Zoom fees. Town Administrator Bolton answered yes, \$199.90 as part of the 2021 budget. Selectman Van would like two motions, one for the hardware and one for the zoom recurring fee. Chairman Meaney stated the recurring fee would have to go to the next budget year. Selectman Burdick agreed. **Passed 5-0-0**

#### **CORRESPONDENCE & OTHER BUSINESS:**

NH State Surplus Auction was discussed earlier.

#### **NONPUBLIC SESSION:**

**Chairman Meaney moved, Vice Chairman Hippler seconded to enter into nonpublic session @ 7:35 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**

**Vice Chairman Hippler moved, Chairman Meaney seconded to exit this nonpublic session @ 8:19 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**

**Vice Chairman Hippler moved, Chairman Meaney seconded to seal and restrict these nonpublic session minutes. Passed 4-1-0 Selectman Van opposed**

**Vice Chairman Hippler moved, Selectman Osborne seconded to provide Officer Purslow with a \$6,000 annual stipend for fulfilling the Police Prosecutor position. Passed 5-0-0**

**Being there was no further business to come before the Board, Vice Chairman Hippler made a motion, Chairman Meaney seconded to adjourn at 8:20 pm. Passed 5-0-0**

#### **ADJOURNMENT**

A True Record.

*Karen Nelson*

Karen Nelson transcribed from  
TA Bolton notes & YouTube recording