

DRAFT



WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 5, 2023

PRESENT: KEVIN J. CAHILL, SELECTMAN; BENJAMIN D. KNAPP, VICE CHAIRMAN; FREDERICK W. HIPPLER, CHAIRMAN; SALIM BLUME, SELECTMAN; SHERRY M. BURDICK, SELECTMAN.

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Frank Campana; Kyle Parker; Tom Flaherty; Jon Osborne; Jackie Pratte; David Pratte; Fire Chief Chris Olsen; Jason Fiske, Interim DPW Director; Police Chief Chris Moore; Tom Clow; Ken Christian; Dustin Cheney.

Chairman Hippler called the meeting to order at 6:32 PM.

NONPUBLIC SESSION:

Chairman Hippler moved; Selectman Burdick seconded to enter into nonpublic session @ 6:33 p.m. pursuant to the authority granted in RSA 91-A: 3II (b). A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

The Board interviewed Isabella “Bella” Pelletier for an assistant supervisor position at Chase Park. This would be her first year at Chase Park. She is a graduate of John Stark and will be a sophomore at the University of St. Joseph in the fall. She played field hockey at John Stark, and she also does at college. She currently works part time at the NH Fisher Cats as part of the game day staff. She is planning on working at both places, Chase Park and NH Fisher Cats. While at college she also worked in the athletic department as part of the athletic center staff. She felt that she would be a good fit at Chase Park. Selectman Blume asked Ms. Pelletier if she knew the rules as an employee of the park and read them to her so that she had a clear understanding of the expectations of her. She stated that she was fine with that. Chairman Hippler and the Board agreed she would be a good fit but would need to make a formal motion in public. They thanked Ms. Pelletier for coming in.

Chairman Hippler moved; Selectman Blume seconded to exit this nonpublic session @ 6:42 PM. A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Chairman Hippler moved; Selectman Blume seconded to enter into nonpublic session @ 6:42 p.m. pursuant to the authority granted in RSA 91-A: 3II (b). A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Police Chief Chris Moore met with the Board to discuss the potential ACO staff prior to the Board meeting him. The Chief then asked the candidate to join the Board. Town Administrator Bolton stated that for the record she would like to disclose that she and the potential candidate's wife are related distantly. The Board interviewed Benson H. Goodwin. Mr. Goodwin resides in Weare and is currently an emergency dispatcher with Goffstown Police Department. He has a bachelor's degree from Plymouth State and a master's from Ashford University in Public Administration and is available to start ASAP. Mr. Goodwin stated that he learned about the job through his job at Goffstown dispatch. He further stated that he had spoken to his Chief in Goffstown who saw no issue and no conflict. The Chief explained and Mr. Goodwin confirmed acknowledgement his rate of hire would be in three phases:

- Probation - \$16/hour – 6 months per town policy. He will train to handle non-law enforcement calls for service during this period.
- Step 1 - \$17.50/hour – he will work independently and display the ability to handle all ACO calls for service non-law enforcement related (Injured/Sick/Animals At-Large). He will be trained to handle ACO duties related to law enforcement issues (Animal Control Ordinance).
- Step 2 - \$19/hour – he will work independently and display the ability to handle all ACO calls for service, non-law enforcement and law enforcement related (Animal Control Ordinance).
 - Timeline for advancement to Step 2 is contingent upon the competency and proficiency in handling assigned duties required of Step 2

Chairman Hippler and the Board agreed he would be a good fit but would need to make a formal motion in public. They thanked Mr. Goodwin for coming in.

Chairman Hippler moved; Selectman Blume seconded to exit this nonpublic session @ 6:51 PM. A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Chairman Hippler moved; Selectman Blume seconded to enter into nonpublic session @ 6:51 p.m. pursuant to the authority granted in RSA 91-A: 3II (c). A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Chairman Hippler moved; Selectman Blume seconded to exit this nonpublic session @ 7:05 PM. A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Chairman Hippler moved; Selectman Blume seconded to seal this set of nonpublic session minutes. Passed 5-0-0

PUBLIC COMMENT:

Frank Campana, Quaker Street, stated that his comments refer to June 5, 2023 when the Board had two public hearings. One for the Transfer Station fee increases and as there should be there was a handout so people could follow. He felt that was an appropriate way to do it. The other was a public hearing for the Parks and Recreation fee increases where there was nothing handed out. He felt it was unacceptable and irresponsible. His comment is not directed to the Selectmen but rather the Parks and Recreation chairman he felt it was a misstep. Mr. Campana was able to get the information with the help of the Town Administrator. He had the information from the two hearings in 2019 and 2020. He asked Town Administrator Bolton for the 2022 fee schedule before it was updated to the fees approved on June 5th. Mr. Campana stated without a handout he had to rely on other people to give their information but it's very true, the parks and recreation have increased fees for the residents. Mr. Campana went through the list going over the increases for the residents and the decreases for the non-residents. He felt it's a money maker on the back of the taxpayers, the residents of Weare. The Board approved that. Parks and Recreation asked, and you approved.

Jon Osborne, 25 East Road stated that he sees the parking at the gazebo on the agenda again. He thought it was handled last year at this time. He stated that he thought there were 7-8 parking spots. He would like to suggest that on the gazebo side of the parking area, make 3-4 of the spot's year-round handicap. That would eliminate putting up signs and taking them down each year.

Jackie Pratte, 51 Winter Road stated that she has a question about RSA 91:A, right to know. She asked what the whole procedure was as far as checks and balances to make sure that they are getting the information they requested. They have done a few of them and all of them are closed. They do have public documents in their possession that should have been sent them in RSA 91:A, right to know that they had requested and they weren't. It makes her wonder if those were left out, how is she to know what else might be left out and she knows that when they send it they send it to the BOS and the Town Administrator and then if there is one that was just to the Town Administrator. Is the Board overseeing that, is there a system or chain of command, does the board overlook it, does everybody gather the information together and sign off on that together? She's just curious as to how that goes and if there's any information she can find about the chain. She asked if the Board could somewhere maybe on the site, so people know.

DEPARTMENT HEAD/COMMITTEE ITEMS:

Patriotic Celebration Temp. Disability Parking: Police Chief Chris Moore stated that they are going to do the same handicap parking as he did last year. The Board was asked to sign an Amendment to the Parking Violation Ordinance Disability Accessible Parking, which states in part; "the Board of Selectmen hereby designates the parking area bordering by Center Park on the south side of E Road, Town of Weare, New Hampshire as Temporary Disability Accessible Parking in support of the 2023 Patriotic Celebration. The disability accessible parking designation shall be effective beginning 12:00 PM on Thursday, July 06, 2023, and end at 04:00 PM on Sunday, July 09, 2023". Chairman Hippler stated that there was a suggestion at the podium tonight and asked Chief Moore for his input. Chief Moore stated that would be a Board decision. **Chairman Hippler moved to accept the amendment to the parking violation ordinance for disability accessible on East Road by Center Park on the south side, and designate as temporary disability accessible parking in support of the 2023 Patriotic Celebration beginning 12:00 PM on Thursday, July 6 and end on 4:00 PM on Sunday, July 9th; Selectman Cahill seconded the motion. Passed 5-0-0**

So. Sugar Hill Road Parking: Chief Moore stated that he has been there, and it does get quite busy on weekends and they have received multiple complaints about the traffic level due to Ilsley's Ice Cream. He stated that it was great they are popular and doing great business, but it is affecting the traffic there. His recommendation would be a short-term recommendation, post no parking signage between 20 South Sugar Hill Road and 66 South Sugar Hill Road, about 1,200 feet which would take about 16 signs and place them about 75 feet apart. They would be posted on the opposite side of the ice cream stand to make sure traffic can get through. Also, no parking near the corner of South Sugar Hill Road near 20, 150 feet, 3 signs so nobody comes around the corner too fast. A mandatory police detail isn't feasible and if it becomes an issue the police can have a detail, but it would be voluntary to be filled. Chief Moore stated that long term we would have to get Ilsley's to designate additional parking and seek approval from the appropriate Town authorities. The signs would say "no parking between signs, towing enforced". The current signs posted there were done by the owner in an effort to help, but Chief Moore stated that they are not legal. Chairman Hippler stated that he would like to table this until we can get the property owner of Ilsley's here. Town Administrator Bolton asked if there is no solution is the Town going to close her down. The Board stated no. Selectman Cahill stated that the Board has received complaints, one involved property damage to a vehicle when trying to pass on another. Selectman Cahill continued that he is a little worried that the Town would be assuming part of the liability if in fact that narrow spot happens and we have an incident if we don't properly post it, it's non-parking. Dustin Cheney, resident of South Sugar Hill Road was present and stated that their ice cream is awesome, and he would never want to do anything to jeopardize their business whatsoever, but someone is going to get whacked; someone's going to get hurt; kids pop out of vehicles all excited for ice cream, it is dangerous. He knows that there will probably be another meeting but that's

why he came tonight. He stated that it goes further than that as people are getting all their driveways turned around in and the residents are starting to put up cones to keep people out of the driveways. Again, he stated that he doesn't want to see them shut down, that is the last thing he wants to see. He stated that there are lots of fields and he knows they own some. It could be like they shuttle people up and down from a field where they can park 100 x 100 feet or across the yard but again that probably will come up at a later meeting. Chairman Hippler stated that he would like to see a plan going forward and a discussion with the owner. Interim DPW Director Fiske was present and stated that they still have a few signs at the DPW. Interim Director Fiske stated that while they have roadside mowers in town, he could have them go down and mow starting at the beginning of the road. Part of the issue is that there's a lot of brush and people don't want to get off the side in fear of scratching the vehicle. Selectman Cahill stated that it's not a simple process and what appears to be fields is farmlands and probably in current use. Chief Moore will go see the owner and Interim Director Fiske will have both sides mowed and put up the signs we have and keep the Board informed as things progress.

Radio Update: Chief Moore stated that the balloon test was completed. The locations authorized by the cell phone towers for no reoccurring fees will work for the radio project based on the line-of-sight testing. One of the receivers on Mine Hill site can be lowered to 95 feet, which will assist with the structural concerns brought forward by Crown Castle. They are working on having a drone conduct a separate test for the East Weare fire station. It is Two-Way's belief that the 120-foot tower will suffice for our needs. He thinks at this point we should move forward with the Town applications for the existing cell towers. He is hopeful the drone testing will be completed in the next week or two. A second drone test is going to occur at no cost because the first report was grainy, so they want to fly the drone from Mine Hill to East Weare to make sure there are no obstructions. There will be a site visit at the East Weare Station this Wednesday at 9:30 AM to discuss the site work. The Police, DPW and Two-Way will be going and the Two-Way Infrastructure Manager will also swing by South Sugar Hill too. Pricing for the 120-foot tower is underway and the Town should be getting paperwork shortly. Chairman Hippler asked that they let the Interim Fire Chief know about the visit so that they are available to open the East Weare Station for cabinet space and location.

MOU Approval Central NH Special Op. Unit: Chief Moore explained that they are in the process of joining the Central NH Special Operations Unit which he had put in his 2023 budget which was approved in this past budget cycle. The team has voted to approve Weare joining, and an MOU must be signed by the Chairman of the Board Selectman and the Police Chief. The agreement would be effective July 1, 2023. The MOU includes provision for reimbursement for resources utilizing during the incident. Chief Moore reviewed these provisions, and they are standard for call outs. **Selectman Cahill moved to accept the request for the Police Department to join the Central New Hampshire Special Operations Unit and authorize the Chairman and the Chief to sign the MOU document dated 5/30/2023; Vice Chairman Knapp seconded the motion. Passed 5-0-0**

Speed Enforcement Grant Application: Chief Moore handed around a grant for equipment from the NH Department of Safety for FY 2024 which starts October 1st. Because of how the town finances run after talking with the Finance Administrator, they would actually submit the request to purchase, if grant approved, until after January 1st 2024. However, the application is due tomorrow. Under the grant it explains what type of equipment can be purchased and it's all speeding related, which is the number one citizen complaint in the Town. There are In Car Radar Units; Hand Held LiDAR Units which are the laser radars; Movable Radar Speed Display Sign w/Statistical Software, which are the ones you frequently see around schools 35 mile per hour zone and your speed listed underneath; Speed Radar Display Trailer which does the same thing; and Traffic Data Recording Devices. Chief Moore is looking to purchase 3 of these items. The equipment is reimbursed by the State at a rate of 75%. The Town purchases all the equipment up front, submit the receipts and the Town will get back 75% of the totals. Chief Moore is requesting to purchase:

- Two (2) PDM 12 – Movable RADAR Speed Display Sign, which are the ones that are attached to the pole, usually posted by a speed limit sign. There are three (3) different options for power: rechargeable; AC power (must have an existing source); and Solar. Superintendent Coe is requesting one and the police will purchase the other one. The Police Department n he will have to coordinate with the State Department of Transportation to mount flashing school zone sign northbound on Route 114 near the middle school. The Police is requesting a rechargeable sign. It can be moved to areas where citizens have the most concerns about speeders. Data is recorded which allows the police to provide targeted enforcement. Chairman Hippler stated that the blinking one on Route 114 near the middle school is solar and the one near the high school is AC powered. The cost of the school sign would be \$3,012 – the 25% is \$753.00. He would like the other one to be rechargeable as it lasts for seven days, and he has so many different locations that he would like to be able to move it to. The good thing about these signs is that it's a force multiplier. It will record the data in 15-minute increments which could tell them that for instance between 3-3:15 AM there were four people speeding at this location and here were their speeds. There are no reoccurring fees. It is an all-inclusive price and once you own it you own it. He is requesting permission to apply for the grant to buy both, one solar and one rechargeable. The Town's 25% would come from the Dam Funds.
- Two (2) Handheld LiDAR Units the total cost for both is \$3,057 and the 25% cost to the Town is \$764.25 total and the funds for the Town share will come out of the dam funds. Currently there is \$12,000 - \$13,000 in there.
- One (1) In Car RADAR unit (Raptor RP-1) this is the same type of in-car radar unit this the department is currently using, again to have the 25% funded from the dam funds. Chief Moore stated that he was a little surprised as to the cost. The total cost for the unit is \$2,134 and the State bid through Ossipee Mountain Equipment (OME) was \$3,128. The plan would be to have this RADAR unit placed in the grant vehicle if awarded OR replace unit in next Dodge scheduled to be rotated out of service, which will lower the warrant article cost for next vehicle requested.

Chief Moore explained how the dam fund was created. They have winter and summer contracts with the Hopkinton Everett Dam. They do two patrols a day, if they are available, but citizens call for service to take priority. If they have staffing and availability, they go down to the dam in the summer and do a 30-minute patrol twice a day and the Feds reimburse the Town for the cost of the officer and the vehicle. In the summer it's just under \$10,000 and in the winter it's around \$6,000-\$7,000. The money is currently sitting in two different accounts, one is the detail fund, and one is the general fund, and the Finance Administrator is tracking it and it's available for discretionary needs with the approval of the Board of Selectmen. After talking about the details of the speed units the Board discussed the funding or the dam funds particular. The Board wanted to clarify that the dam funds are sitting in the general fund and the request is to utilize those general funds. Chief Moore stated that they have been doing the dam patrols for the past three years and it was discovered that was not the right place to place the funds. Town Counsel was consulted to assess the details fund and the bottom line is that when it was established it's pretty much worthless as there are too many restrictions, and they can't use the fund for what they need to. This was obviously an oversight. The Board questioned a sub fund inside the general fund. Chief Moore stated that the Finance Administrator has the numbers of how much couldn't be put in the detail fund from the details. The only other fund is the general fund. Selectman Cahill asked why this landed to the Board on May 31st. It was received by a mass mailing on May 25th to Chief Moore who turned it around as soon as he could, but he had to do the research for the equipment and costs. Selectman Cahill stated that he would love to see this go from the Chief to meet with the Town Administrator and Finance Administrator have it all processed so that a quick presentation could be made. The Board is being asked to process and digest this without all the other players' input, i.e., Town Administrator and Finance Administrator, that's all. Selectman Cahill stated that for the record he likes the soft policing of these radar systems. They are all over the place and have become very popular, so it's a no-brainer. **Vice Chairman Knapp moved to allow the police chief to apply for one rechargeable removable radar speed display sign, one solar movable radar speed display sign, two handheld LiDAR units and on in car Raptor RP1 unit for a**

total cost of \$13,712 with 75% reimbursement from the FY24 Highway Grant and Speed Enforcement Grant and 25% (\$3,585.50) cost to the Town; Selectman Burdick seconded the motion. Passed 5-0-0

DPW Update: Interim DPW Director Jason Fiske was recognized.

Cardboard Baler: Interim DPW Director Fiske stated that the Town has been approved for the grant that was applied for from NH the Beautiful. The Town has been awarded a grant for \$5,000. This award amount is \$1,285 over the possible 20% that the town could have expected to get because of all the recent work the Town has been doing with NRRA moving towards the ultimate goals at the Transfer Station. An updated copy of the previously approved quote from Atlantic Recycling Equipment that must be signed in order for the Town to order the new baler. After the baler has been paid for the Town will submit proof of payment to NH the Beautiful at which time we would get the \$5,000 back to the Town. As part of the NH the Beautiful grant program, they ask that the Town include information about the grant and receiving it in our next Town Report, as well as sending a few pictures of the new baler in action along with a brief letter letting NRRA know how the machines has helped our community. **Chairman Hippler moved to approve the quote from Atlantic Recycling Equipment for the full amount of \$18,575 for the new Wasquip cardboard compactor with the receipt of \$5,000 from the NH the Beautiful Grant, which would reduce the total purchase, Selectman Burdick seconded the motion. Passed 5-0-0.**

Waste Oil Storage: Interim DPW Director Fiske handed around information for a waste oil storage containment area. The previous DPW Director had gotten some signs and he has just started getting us closer to compliance. He has read the rules and regulations and attached them to an email to the Board. He has started labeling all our 55-gallon drums, letters, heights and all the stuff that DES want. The thing that we are lacking is secondary containment. Interim Director Fiske stated that should be our number one priority right now. On Friday he sent the Board information and a sketch about this. His plan would be a three-sided, three walls and then a slab of concrete just tilted towards the back. Per the environmental rules state that you have to contain the full capacity of volume of the largest tank which is 55 gallons. There is a stipulation that if it is not undercover it would have to be a plus 10 for the rainwater but we are looking at putting it under a cover. There are a couple of different options on where to put it. They have the lean two that's next to the DPW garage, aka the pole barn or then there is the lean two that's on the salt shed but that is where we store the cardboard. There are 75-100 barrels in total, not all full at all times, depending on the time of year. The current location is 18 x 18 which pretty much holds all of them. This secondary containment area will take up one full bay. The general sentiment of the Board is that we need to move forward with an RFP and bring it back.

Bid Awards: (Chip Sealing) Interim DPW Director Fiske handed out the bids he received for chip sealing. This bid is for the intersection of Reservoir and Thorndike all the way to Hodgdon Road, which would tie all the area together. This bid is for Thorndike which contains 25, 940 square yards, approximately 10,612' x 22' wide, was \$3.05 per square yard. This has proven to be a very good product and adds approximately 8-10 years to the life of the pavement. Only one bid was received, which was from All States Construction. **Chairman Hippler moved to award the chip sealing bid to All States Construction for Thorndike Road for a total of \$79,117 and the funds to come from the Road Reconstruction Capital Reserve Fund; Vice Chairman Knapp seconded the motion. Passed 5-0-0.**

(Dust Control) Interim DPW Director Fiske handed out bids for liquid dust control solutions for gravel roads. The bid was for approximately 22 miles. The bid was for a fixed price per gallon for the liquid as well as to include bulk storage tank, distribution tank, all sprayers and pumps necessary to complete the application process. Interim Director Fiske compared this to the flaked calcium used in previous years. The benefits this way is minimal, but price wise better. Ease of use is huge, especially with the limited staffing. It will help wear and tear on our equipment which is 30 years old. Only one bid was received. The other company he spoke to the sprayers and pumps were leased; this option is once we purchase it we own it. The Board asked about the life span on this equipment. The tanks are plastic tanks, so no rot. The

pump will be tough to determine that. Once the sprayers are done being used everything can be rinsed before putting away for the season and help preserve the equipment. This application would be approximately 1,000 gallons per mile. It would take approximately 30,000 gallons to do all the town dirt roads. The first year cost is the most expensive because of purchasing the equipment. The idea is to go through with the grader, grade it, roll it and apply this to tighten things up. The idea is to tackle one or two roads a year to add gravel, grade, roll and apply along with keeping up with all the other dirt roads. The Board asked Interim Director Fiske to check on the containment area before approval, particularly where we just got done talking about containment earlier. Selectman Blume stated that he is going to abstain as he lives on a dirt road. Interim Director Fiske will gather that information and a motion can be handled at the next meeting even if it is a work session.

River Road Bridge Update: Interim DPW Director Fiske handed around some pictures of underneath the bridge. They are not the exact repair plans. Engineer Thom Marshall thought it would be a little bit easier for the Board to get a grasp of what was going on down there with this picture of the overlaid proposed patches. The DPW got under there and started cleaning up everything and the rust just went further than what the State reported, which was something we thought might happen. The bridge committee came up with this plan to get it done. They needle scaled the areas and found some more damage. The engineer came down a couple of times and reviewed this with the Interim Director, took some pictures and measurements and this is the plan he developed. The next step is to try to get together with DOT and see if a patch, just on one side of these beams would be acceptable versus doing both sides and sandwiching it. This is above and beyond what the initial impression was of the State report. Selectman Cahill added that the upside of this is where we are right now, as far as being in the queue for a new bridge. We must have a bridge that is going to make it to 2026. This is a must happen. The original quote back when we first started this was \$120,000. The reason for going back to DOT is to get their approval before we go forward much further. If we must make sandwiches that's more money and going to double the work. Interim DPW Director Fiske was emailed today from the engineer, and he is going to have a phone call with him tomorrow. Chairman Hippler asked Interim Director Fiske to keep the Board posted and we can fit him in if necessary for a few minutes on the work session because we need to keep the wheels moving on this. Selectman Cahill asked how the repairs on the previous five-year fix doing. Interim Director Fiske stated that they are still holding up fine. There's been no flags on those or anything of that nature, it's just the main beams and eight of the stringers. No welding on this new fix has occurred at this time. The last fix had through bolts and no welding. This plan was going to weld on plates but based on where the rust is located, it is too close to the flanges, it's become half drilling and half welding. In an effort to keep costs down he was going to recommend that a couple of DPW employees do the drilling and then have the welder. Interim Director Fiske stated that he returned the lift while this process is going on. Once a set-in action plan is finalized the manlift will have to come back. Again, the Board asked Interim Director Fiske to keep them posted as progress is made.

IRVING DRIVE CULVERT – ROAD WORK DISCUSSION: Ken Christian from Irving Drive stated that he submitted a signed complaint petition by every resident that lives on Irving Drive. The residents residing on Irving Drive are bringing to the attention of the Town of Weare, the Selectmen's Office and the Public Works Department that the road conditions of Irving Drive have been neglected long enough. Each year passing, the road conditions are continuously degrading, and getting worse after each, and every winter. It has been numerous years since any attention has been given towards the condition of the asphalt paving, the shoulders and culverts. They as residents agree, and this road needs to be given full attention sooner than later. Mr. Christian went to the Town website and there is information there of the roads maintained and the last update to that is 2018. In 2018 classifications were provided for the roads in either green, yellow or red. Irving Drive has been red since and it's continuously degrading to the point where you need to wear a helmet when you're driving your car, so you don't get a concussion on certain sections. The culvert system does not work at all. The bridge at the entrance has collapsed and that's been down since Christmas of last year. Everyone knows what Irving Drive is like, the residents know what Irving Drive is like and instead of making phone calls or emailing the board they decided that they were all going

to get together. The road needs to be re-engineered, reconstructed, stripped down to nothing, get this graded with a proper base, pitched so the culverts actually work. They are looking for some answers. He has lived there for around 30 years, so he has seen it all. There has been absolutely no maintenance on Irving Drive for many years. Mr. Christian stated that putting together the petition was to give the Board something on the table to discuss. He understands all the staffing shortages, etc. Chairman Hippler explained the highway block grant funds, which are nearly never enough to do everything. The idea of the bond was to keep the good roads good and work on the others in the meantime. Mr. Christian asked if the Board could keep him abreast of things that's all. Town Administrator Bolton has his email and periodic updates would be greatly appreciated.

Michael, an 8-year resident of Irving Drive, stated that in addition to the bridge, on the right-hand split there is a serious depression on both sides of the road around the concrete and needs attention. He asked about Thorndike Road, doing the chip and seal, again relatively a new resident of Town, but looking at the information he found with his phone online, it looks like Thorndike Road has a relatively new surface on it. Chairman Hippler replied to it does, but adding chip sealing it will extend its longevity further. At the rate of money spent on the roads, it would take approximately 40 years to get around to all of them, so chip sealing will extend the life of a road where small cracks have started it will add between 8-10 years to the life of the road.

Mr. Christian stated that since the 100 acres on top of the hill have seen a lot more water run off since the trees have been removed completely.

Interim DPW Director Fiske stated that there are three (3) major pipes on Irving. One directly at the top is bowing and is aluminum; the one off to the right about a quarter mile up that is a metal pipe that was put in when the development that's doing the same thing; then the one big pipe at the beginning obviously has failed. It is on his list to go out there, take care of it and patch it so that the road can go back to two lanes. Those are all going to be box culverts, the way the State wants it, which will be approximately \$100,000 per pipe. Interim Director Fiske met with the engineer on these issues, and he backed him on that. It's going to take time and these three culverts will take a whole years' worth of money. Renshaw and Irving are pretty similar in age and where they are located. Doing both roads at the same time makes sense when the time comes. Chairman Hipple explained going on a separate warrant article and getting voted down, no means no. The Town is not looking to ignore Irving Drive and they will be doing the culvert at the beginning of the road to get it back to two cars wide this year.

**MANIFEST: Chairman Hippler moved; Vice Chairman Knapp seconded:
To order the Treasurer to sign the payroll and accounts payables checks dated June 1st & June 8th, 2023, as included in the following manifests:**

Checks Dated June 1, 2023

Payroll Manifest \$ 68,742.51 (*Weekly payroll checks*)

Accounts Payable Manifest \$ 96,203.43

Checks Dated June 8, 2023

Payroll Manifest \$ 79,026.44 (*Weekly payroll checks*)

Accounts Payable Manifest \$ 89,195.67

Weare School Accounts Payable Manifest \$ 400,000.00

John Stark Accounts Payable Manifest \$ 500,000.00

TOTAL: \$ 1,233,168.05

Passed: 5-0-0

MINUTES:

May 15, 2023 Minutes: Chairman Hippler moved, Vice Chairman Knapp seconded to approve the May 15, 2023, minutes as amended. Passed 5-0-0

May 22, 2023 Minutes: Chairman Hippler moved, Selectman Blume seconded to approve the May 22, 2023, minutes as amended. Passed 5-0-0

ADMINISTRATOR REPORT:

Chase Park Hire: **Chairman Hippler moved to hire Isabella “Bella” Pelletier as an Assistant Supervisor at Chase Park at the rate of \$12.00/hour for the 2023 season; Selectman Burdick seconded the motion. Passed 5-0-0**

ACO Hire: **Chairman Hippler moved to hire Benson Goodwin as the Animal Control Officer (ACO) at the rate of \$16/hour for a maximum of six months’ probation; then to go to \$17.50/hour after successful completion of probation; then to go to \$19 with emergency skills needed for the ACO position; Vice Chairman Knapp seconded the motion. Passed 5-0-0**

DPW Director Job Advertisement: The job description was finalized on 5/8/2023 and Vice Chairman Knapp was going to take and draft a job advertisement for the Board to review. Vice Chairman Knapp stated that he didn’t get a chance to do it and will have it ready for the work session.

Minute Taker Position: The Town received eight (8) applications. Town Administrator Bolton asked how the Board would like to proceed. Chairman Hippler stated that he would like to see Town Administrator Bolton screen the applicants as has been performed in the past, meaning that if there were certain items to be submitted for the job and they can’t follow attention to detail those would get by passed. The board agreed that if they are all good then we will interview all 8.

Building Inspector Position: The position has been posted on the Town website; Facebook and the NHMA classified advertisement section tomorrow.

Library Chimney: Town Administrator Bolton reported that in reading the Library Trustee minutes the chimney contractor was to get started but has had some weather delays. The original hope was to be finished by the end of May, but it is not finished. The staging is there so it looks like work will commence soon.

Stone Building: There was a copper cap that has been missing that needs to be put back on the Stone Building. Selectman Burdick reported that Walker Roofing did come take care of that but not the East Road barn as they forgot to bring their ladder with a hook on it. The metal piece is lying flat, it is not leaking, all they have do to is screw it down. She reported it is not leaking as she goes in there weekly and checks. They are going to try to get back over here next week.

Town Hall Front Door Lock: Selectman Cahill repaired the front door over the weekend. Thank you.

Town Office Building Replacement Generator: Chairman Hippler asked Interim DPW Director Fiske if he could take a look at the old one taken from the DPW garage to see if it runs and would work for this building. Interim DPW Director Fiske will take a look at it and see if it runs.

Town Office Vault Storage: Selectman Cahill met with Granite State Plumbing and Heating for HVAC for the basement, Wednesday, 5/31. A price will be forthcoming.

Town Office Building: Eversource connection off corner needs to be looked at by Eversource and repaired before an event happens that could cause a power shut down. Town Administrator Bolton has reached out to get someone to come look at it. No date as of tonight. The Board asked when they would come have them take a look at the pole in the parking lot as well.

Parade Permit: A State of NH DOT application for a parade permit has been filled out by the Weare Patriotic Committee which requires a signature from the Board of Selectmen Chair before it goes to the State. The permit has a detour plan attached that will be sent to the State. **Vice Chairman Knapp moved to authorize Chairman Hippler to sign the application for the parade permit for the 2023 Patriotic Celebration event to be held on Saturday, July 8th; Selectman Blume seconded the motion. Passed 4-0-1(Hippler).**

CORRESPONDENCE/OTHER BUSINESS:

Email from ReGenerative Roots Association: An email was sent to the Board regarding 791 Concord Stage Road asking to meet with the Selectmen. The email had four (4) parts. The first has to do with solar and donating the credits. The second has to do with his property taxes. The third talks about signage. The fourth talks about a shed building permit. The Board agreed to have Town Administrator Bolton reply to Mr. Morin via email letting him know about the subcommittee and seeing if they could work together; the signage and building permit is done between the zoning administrator and the building department; and the property tax abatement was denied for an exemption because as it sits today it does not qualify for an exemption, possibly later once it is established. If there are still concerns for the Board of Selectmen to address, he can certainly get on a future agenda.

Letter to the Editor of the Messenger (dated June 2, 2023): Town Administrator Bolton asked if the Board had read a letter to the editor regarding the Fire Department's call for service to a resident. Town Administrator Bolton read the letter for the minutes as follows:

"Dear Editor:

*If you are fortunate enough to live in Weare, you are blessed with the most Professional, Courteous, and Knowledgeable group of 1st responders I've ever had the pleasure to meet. Last Sunday I needed to call 911 as my wife appeared to be acting strangely, with confusion and speech. Kudos to Fire Chief Christopher Olsen, Paramedic Kristina Hoode, EMT's Wayne Meattay and Nate Shatney. The Chief was able to calm me down and assured me that everything was being done to ensure a favorable outcome. It was a humbling experience that will stay with me forever. Each one gave me confidence that they were doing everything to help us deal with this traumatic event. Please bear in mind that when it's time for the town to raise the needed funds they request to keep our Police, Fire and 1st Responders well prepared for any emergency they are faced with in the future. They may very well be your true lifesavers. **Thank you all, Roger LeBlanc, Weare.**"*

Cemetery Trustees: Selectman Cahill indicated that the Board inherited these responsibilities and rules about a year ago. Since then, Selectman Cahill and Chairman Hippler have been doing most of the heavy lifting. Until the Board hires a sexton to take over these responsibilities it is up to the Board. The Board discussed having a list of Board members that Town Administrator Bolton could reach out to when a phone call comes in from a funeral home. The Board needs to go mark the graves and we now have a company that comes and digs the graves, but we never know when that call will come. The Board stated that having an order is someone for the Town Administrator can call when she gets a burial. If that Board member can't make it then pick up the phone to a fellow Board member who can help. The Board went with the following order: Selectman Burdick; Selectman Blume; Vice Chairman Knapp; Selectman Cahill; and Chairman Hippler.

Public Comment on RSA 91-A requests of checks and balances: The Board touched upon the comments earlier this evening about how Right to Know requests are handled and if there are checks and balances to make sure everything got done. Town Administrator Bolton stated that she would love to have a check

and balance checklist. As it is handled now the request comes into the Town Administrator, it is determined what department(s) need to be involved and then they are asked and shared the request for information to be returned to the Town Administrator and returned to the requestor. Town Administrator Bolton will send out on the Municipal Mangers list serve to see how other communities handle them.

Dump stickers: Selectman Blume stated that he got dump stickers last week and the fee schedule being handed around is out of date. Town Administrator Bolton stated that the Town Clerk forwarded it to her to fix the date and the fees and she will get to it.

Sealed Nonpublic Minutes: Selectman Blume stated that he talked to the Town Clerk who has a comprehensive list of everything up to a point when the Town Administrator started doing the nonpublic minutes. In the mid-90's and back they are on cassette tapes or other disks at that time. There was discussion as to if those were proper at that time when 91-A was first started. Selectman Burdick stated that she had a conversation with a past selectman and they used to review and release every six months so that there wasn't a backlog. This selectman served prior to Selectman Burdick getting on Board. Chairman Hippler stated it was prior to his service as none have been done during his tenure.

Work Session Agenda: The following items will be put on the June 12, 2023 work session:

Solid Waste Ordinance Discussion

Secondary Oil Containment Discussion

Secondary Calcium Chloride Containment Discussion

River Road Bridge Update

Manifest

Work on Policy/Procedure for contacting legal counsel

Approve Exemption Worksheet/Application

Finalize Advertisement for DPW Director Position

Comcast Franchise Agreement Discussion

RSA 91-A checks and balances discussion

NON-PUBLIC SESSION:

Chairman Hippler moved; Selectman Blume seconded to enter into nonpublic session @ 10:09 p.m. pursuant to the authority granted in RSA 91-A: 3II (c). A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Chairman Hippler moved; Vice Chairman Knapp seconded to exit this nonpublic session @ 10:26 PM. A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Knapp – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 5-0-0

Chairman Hippler moved; Vice Chairman Knapp seconded to seal this set of nonpublic session minutes. Passed 5-0-0

Being there was no further business to come before the Board, Chairman Hippler made a motion, Selectman Blume seconded to adjourn at 10:27 pm. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton, Town
Administrator