

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
November 6, 2023

**PRESENT:** FREDERICK W. HIPPLER, VICE CHAIRMAN; SALIM BLUME, SELECTMAN;  
SHERRY M. BURDICK, SELECTMAN; JANICE MATHEWS, SELECTMAN.

**TOWN ADMINISTRATOR:** Naomi L. Bolton

**EXCUSED:** BENJAMIN D. KNAPP

**GUESTS:** Kyle Parker, David Pratte, Jackie Pratte, James Drury, Richard Butt, DPW Director Jason Fiske, Beth Rouse Finance Director, Tom Clow, Frank Campana, Officer Vollaro, Chief Moore, Tom Flaherty

**These minutes were transcribed from the following link:**  
<https://www.youtube.com/watch?v=ttOhmWDKLGU&t=10s>

Chairman Hippler called the meeting to order at 6:31 PM and asked for everyone to join in the pledge of allegiance.

**Public Comment:** Richard Butt said back in 2013 during a regularly scheduled meeting there were minutes that he was mentioned in, and it implied that he was supporting the use of the fields at East Street indefinitely for agricultural use and it was not. He said his statement was unless there is conflict from someone in Weare regarding haying the fields, Mr. Butt sees there is no reason why Mr. Anderson can't continue haying the fields. The keywords there are unless there is a conflict. Mr. Butt said he thinks there is a conflict now in terms of the use of that field. Mr. Butt said in the minutes a couple of weeks ago and there is no attribution for the statement as to who commented but it was said the easement would preclude heavy equipment but recreation and education are allowed and are of benefit to the town. The board went on to discuss the commitment to Mr. Anderson wanting to hay for five years. Mr. Butt said that he does not think it is a good idea to commit. He thinks the fields should be looked at.

Frank Campana said he sees on the agenda that there is a request from the Police Chief for an emergency purchase of cameras for the building. He said he is not questioning the need or the want, on either September 9th or 20<sup>th</sup> he attended the CIP meeting and the Chief was there to present the same request and has it at a \$35,000 expenditure. Mr. Campana said that he hoped the Chief would explain to the BOS where the money was coming from because the Chief said he had a \$70,000 surplus in a certain line item at the CIP meeting. Mr. Campana said he hopes the BOS will ask the Chief where the surplus is from. Mr. Campana said it would be interesting to see where the taxpayers fall on the scale of things when setting the tax rate. Mr. Campana said that the BOS had unspent money from the non-union personnel raises and Mr. Campana said that he could be corrected but the surplus was used to give the Highway Department a 50 cent per hour raise. Mr. Campana said that the bonus agreement that is being proposed for the Highway Department will never end because the BOS will never take the money away from them. Mr. Campana said the BOS has their proposed budgets but it is still not enough and the commitments will never end.

Kyle Parker of Old Francestown Road said that in a couple of weeks he was going to speak on behalf of Mr. Concoran about the issue he is having at his property. He said he is also going to speak on behalf of the Pratte's both know that he is speaking for them tonight. Mr. Parker said that he was working here at the time as the inspector and he had brought forth information that would have been helpful in both cases, and the information was not acted upon. He said he is here tonight to say that it is a shame that two homeowners are spending money on their attorneys while having to pay tax dollars to fight against themselves. Mr. Parker said that has watched the meetings and there have been many times where he has thought to himself that it is a shame, they must deal with that.

David Pratte of 51 Winter Road said that he knew that Mr. Parker found something going on at his neighbor's house early on set. There is documentation in the files that states that and is probably the only thing that he has heard that aligns with anything that he has seen as documentation. Mr. Pratte said he has requested RSAs to try and get more information but it is his understanding that there were more people involved in deciding to pass the permit than just Kelly, who in Mr. Pratte's eyes is always the "fall guy" for a lot of things. Mr. Pratte said that he will be submitting another Right to Know request and he would like to know whoever had a part in issuing his permit he wants that information and does not want to be stone-walled or rejected.

Mr. Butt said that he is concerned about the \$10,000 per employee that they are going to be giving out to the Highway Department. He said he is not sure how many employees they are short or who is eligible for the bonus. He had heard six and that would be \$60,000 the BOS would be committing for the following years. If the BOS goes to a default budget next year, they will have to find the money in the budget to cover that cost because they had committed to those employees. Mr. Butt asked the BOS to investigate other Towns that are doing the bonus. It seems like it is done every year and prefer that they wait until March and put it on the warrant.

Jackie Pratte of 51 Winter Road said she would like to reiterate what her husband stated. They have been to both the Planning and Zoning Boards and they told them that the Building Inspector should have caught that problem. They did a Right to Know request to get the documentation where the Building Inspector did document and caught the problem. Ms. Pratte said they keep getting pushed back to the next person and they have been going in circles for the last year and they are not going to continue to go in a circle. Ms. Pratte said on a different topic she saw a Facebook post about Amazon donations and wanted to know if there was a need because some of the stuff was bad. TA Bolton said that she has not had a personal conversation with the woman but some of the things she has seen are bad and they cannot hand it out. Ms. Pratte said she asked because she would like to donate.

**Department Head Updates:** Police Chief Moore updated the BOS on the AFIS machine. Chief Moore informed the BOS that the State Police obtained a grant and awarded the Town of Weare with equipment for an aphis machine which is an automated fingerprint identification. The machine is about \$20,000 and reoccurring fees of \$3,500 annually. Chief Moore said there is a \$1,400 reoccurring cost that he will be adding to his budget for data transfer. They would need to also purchase a printer for it. Chair Hippler asked if the reoccurring \$1,400 was going to be able to dissolve into a default budget with full staff. Chief Moore said yes. Selectman Mathews said if she is reading it correctly the \$1,400 is optional and they would not have to implement it into the budget. Chief Moore said that is correct, Officer Brophy worked in Concord and they do not have software like this and were adamant that it would save time and free up officers because they would only have to enter the information once rather than the two times, they are doing it now. Selectman Mathews said that the software is an advantage in making the Officers more productive. Chair Hippler asked about the \$3,500 reoccurring cost paid by the State and how long they will be paying for it. Chief Moore said for the life of the machine. Chair Hippler asked about the lifetime of the machine. Chief Moore said he asked the question and he cannot remember off the top of his head. Selectman Blume asked if there was any guarantee the \$1,400 would stay at that rate. Chief Moore said he

is still trying to figure out all that information. Selectman Blume asked if they would be able to fingerprint people if they needed for things other than criminal charges and be able to charge the individuals making the request. Chief Moore said yes, they could they can now but not get many requests. He said that they could save the town money because currently when they roll fingerprint cards, they must mail them and they would no longer have to do that because it would be electronic. If it is part of a job application, they charge \$10 per use. Selectman Blume asked if they could quantify the time savings of entering in information from arrests. Chief Moore said about forty minutes per arrest. Selectman Blume asked what the average number of arrests was per month. Chief Moore said they currently are at 170 arrests for the year. Selectman Blume said that roughly would be 120 hours. Chair Hippler said that he believes that there needs to be a public hearing because it is a \$20,000 value.

Chief Moore gave an update on the tower. The Zoning Board approved the variance, the vendor for the tower facilitates the purchase application process from the manufacturer and once all the paperwork is received by Trilon their engineers will provide the stamped foundation plan. Once the foundation plan is received, they will obtain a building permit and they will go out to bid for the concrete work. They are in a holding pattern until spring. Chair Hippler asked if there was any way that they could two-way investigate the scanner because it was getting worse. Chief Moore said he would ask and look into it.

Chief Moore said under emergency purchases they have hit that threshold and are authorized to repair the system not replace it. He has worked with the local contractor and figured out what they would need. Chief Moore said that Selectman Blume came by and looked at the system and the vendor put in that they needed a new server and that was already brought to Chief Moore's attention. Chief Moore was going to purchase the server at the end of the year, therefore in the quote, there may be a duplicate cost. They are probably looking at about \$12,000 in repairs for the camera system. Chief Moore would like to put the project out to bid and presented the board with an RFP. The BOS made suggestions to the RFP. Chief Moore will make changes to the RFP and post it.

Chief Moore said they are having issues with their door locks and are looking to replace them. If they are to replace four more it will be a \$230 savings per lock. The current price is \$2,030 per lock but if you get four or more, they are \$1799. There is money in his budget of about \$125,000 due to vacancies. Selectman Blume asked if the IA files could be moved downstairs to save \$1,800. Chief Moore said he could. Discussion ensued about replacing or repairing locks.

**Chair Hippler motioned to allow Police Chief Moore to have Goffstown Lock and Key replace four locks as specified two in the booking room, one in the evidence room, and one in the retention of the record in this building. For a total cost of up to \$7,400 to come from the Police Department budget. Seconded by Selectman Blume. Motion passed 4-0-0.**

Chief Moore said he is looking for a temporary classification for Officer Vollaro until he passes his written test and his oral board. If he were to fail one of the components he would not be promoted and they would need to restart the process all over again to find a candidate or he would need to apply again. Chief Moore said that he has complete confidence that Officer Vollaro will pass his tests. Chair Hippler asked about the pay if he does not pass the tests and is not promoted. Chief Moore said that he would then go back to the previous pay and classifications as stated in the CBA. The BOS discussed the pay scale of the position.

**Selectman Mathews motioned to promote Officer Vollaro in an acting capacity to Corporal with a pay grade of step two \$32.67 per hour for a term that expires December of 2023 pending his promotional exam. Seconded by Selectman Blume. Motion passed 4-0-0.**

DPW Director Jason Fiske presented the BOS with the revised draft sign-on bonus. Selectman Blume said per this draft they would be paying the bonus monthly and if they are terminated for any reason the bonus payment would be prorated. Selectman Blume said they would not have to complete an entire season and

they would not have to complete in good standing. Chair Hippler suggested changing it to be eligible for the full-time driver bonus the operator must perform their duty satisfactorily etc. Selectman Blume said that he feels strongly that the bonus amount is too high. He does not have a proposed number in mind. Selectman Mathews agreed with Selectman Blume that the amount was too high and understands the need for plow drivers. DPW Director Fiske said that he found that some Towns are offering around \$5,000 bonuses on NHMA. Selectman Mathews asked if he had looked at raising the hourly costs. DPW Director Fiske said that he presented a \$3.00 raise to the BOS about a month ago. Chair Hippler said applauded DPW Fiske for coming up with ideas because he knows it is going to be tough to find drivers. Selectman Blume asked what the current default rate was for the bonus. DPW Director Fiske said that it was \$300. DPW Director Fiske divided the \$300 by 22 weeks which came to \$1.94 which they are paying their people to be available 24/7 to plow. Selectman Blume suggested going with \$3,000 but they need to decide if the part-time plow people would be at the same amount or different. Chair Hippler said he would suggest \$6,000 for the full-time which would make it about \$275 a week. Selectman Burdick said that she believes they need an increase in pay and that the voters would probably rather see that too, rather than a sign-on bonus. Chair Hippler said he does not disagree with that but this is a stopgap between now and when they step into the ballot box. The BOS and DPW Director discussed hours worked, hourly increases, and bonuses. Selectman Mathews said that she would suggest \$5,000 for full-time workers and thinks there should be a different number for part-time workers. Chair Hippler said \$5,500 at two weeks would be \$250 a week and then \$4800 would be \$200 a week. DPW Director suggested only giving the bonus to the part-time people when they come into plow. They are already going to be receiving the eight-hour minimum for the days they do not go in to plow. Selectman Mathews clarified that there is money in the budget to do the sign-on bonus because of vacancies.

**Chair Hippler made a motion for the full-time driver operator employees at the DPW for twenty-three weeks at a rate of \$250 a week bonus for a total of \$5,750 for a one-time retention hiring incentive. Seconded by Selectman Blume.** The BOS discussed the changes in the draft sign-on bonus. **Motion passed 4-0-0.**

The BOS discussed the bonus for the part-time on-call plow drivers. Chair Hippler said he would like it clear if they get called in for a storm and only plow for six hours then they would still get the bonus. The BOS agreed to that if they were to be called out.

**Chair Hippler motioned to pay part-time driver operator employees at the DPW for twenty-three weeks at a rate of \$250 if they are called in for a storm. If there are no storms that they are called in for there will be no bonus. Selectman Blume seconded.** Discussion: Selectman Blume asked how many part-time people DPW Director Fiske needed. DPW Director Fiske said he currently has two and two that may be interested. Chair Hippler asked if that would put them at nine plow drivers. DPW Director said there would be twelve including himself and the contracted. There are currently six CDL operators excluding DPW Director Fiske. **Motion passed 4-0-0.**

DPW Director Fiske said that they are making progress at the transfer station. DPW Director Fiske said something happened between them and Naughten between shutting down the demo and sending another load they were not getting hard copies of the slips and are sending them over through email. DPW Director Fiske said that he has an email out to them about getting the slips back down to them. There is more the BOS should talk about but it needs to be in nonpublic session.

DPW Director Fiske said that he has been speaking back and forth with the engineer for the River Road Bridge and they were supposed to get their results back today. TA Bolton said that Tom Marshall sent over the calculations and has sent it off to the Chief Executive of Bridges to analyze the information. TA Bolton said that it is in the State's hands. Once they give them the green light DPW Director Fiske can take down the signs.

**2023 Tax Rate Setting:** Finance Director Rouse explained how they go through the process of setting the tax rate. She explained the John Stark appropriation and the appropriation from the Weare School District. DRA (Department of Revenue Administration) recommends that the town retains between 5 to 15% of the town's unassigned fund balance or two months of operating expenses. Finance Director Rouse gave the BOS an chart of every warrant article appropriation of the revenue to offset it from last year. Finance Director Rouse said they are responsible for the veteran's tax credit and the overlay. Finance Director Rouse said they have a \$10,000 overlay that they will be budgeting for which comes out to \$11,102. Selectman Blume said with the information provided they need to be careful of proposed warrant articles. Chair Hippler agreed with Selectman Blume.

**Chair Hippler motioned to accept the 3.69% retainage of column A which would make the total tax rate \$18.84 which would be using zero fund balance. Selectman Blume seconded.** Discussion: Selectman Blume said this would result in an 8.3% increase in the town's people taxes over 2022 but it would put the town at a low retainage. **Motion passed 4-0-0.**

**Selectman Blume motioned to authorize the Chair to sign the preliminary tax rate for the town to go to the Department of Revenue Administration for the year 2023 at a rate of \$18.84. Seconded by Selectman Mathews. Motion passed 3-0-1. Abstention from Hippler.**

Chair Hippler emailed Finance Director Rouse about an employee wage that he noticed there was a large adjustment for the Acting Fire Chief at the rate of \$48 an hour for his pay. Chair Hippler said that Finance Director Rouse said the Board of Fire Wards made a motion to pay the Acting Fire Chief that amount to put him in line with the Town Administrator and the Police Chief. Chair Hippler said that his feelings on this are that the Town voted for a part-time Fire Chief, the acting Fire Chief is not working full-time and the wage of \$104,000 is a full-time wage which did not go in front of the taxpayers or that change. He said that the BOS has never moved a part-time position full-time without going to the voters for approval and that is why he will be voting no on the manifest. Selectman Blume said that he feels that a lot of changes have been made in the final year of the Board of Fire Wards before those responsibilities fall to the BOS. He does not feel they have received the transition they asked for. Chair Hippler said he has nothing bad to say about the acting Fire Chief, he just does not agree with how this has gone about. Selectman Blume said he would move the Manifest but he agrees with Chair Hippler.

**MANIFEST: Selectman Blume moved; Selectman Burdick seconded:**  
**To order the Treasurer to sign the payroll and accounts payables checks dated November 9, 2023, as included in the following manifests:**

<u>Checks Dated November 9, 2023,</u>	
<b>Payroll Manifest</b>	<b>\$ 68,008.12</b> <i>(Weekly payroll checks)</i>
<b>Accounts Payable Manifest</b>	<b>\$ 184,481.95</b>
<b>Weare School Payable Manifest</b>	<b>\$ 250,000.00</b>
<b>TOTAL:</b>	<b>\$ 502,490.07</b>

**Passed: 3-1-0. Opposed Chairman Hippler.**

**Minutes:**

**Chair Hippler motioned to approve the September 18<sup>th</sup>, 2023 minutes as amended. Seconded by Selectman Blume. Motion passed 3-0-1. Abstention from Mathews.**

**Chair Hippler motioned to approve the October 2<sup>nd</sup>, 2023 minutes as amended. Seconded by Selectman Blume. Motion passed 3-0-1. Abstention from Mathews.**



**Administrators Report:**

- TA Bolton said that everyone did the LPA training, and they are moving on to working with the next steps and hopefully can get the RFP to the state to approve and then be able to put it out to bid for the 80/20 match.
- TA Bolton said she has not heard one way or the other about the sticker deadline. The deadline has expired and hopefully, monitoring has been happening.
- TA Bolton said the CBA negotiation first meeting is Wednesday from 5:00 to 7:00 pm. They will be upstairs in the Town office.
- TA Bolton said the CC is working on the asbestos removal RFP for the Barden Property.
- BOS received an email from the Vice Chair of the Conservation Commission with the signed contract and sent it to Town Counsel. They can discuss it at the next work session.
- TA Bolton said the Thibeault gravel was supposed to be moved within 45 days and it has not and asked the BOS what they would like to do. TA Bolton said they needed to remove the gravel from 104 because the permit was for 107. TA Bolton said that she has reached out to the owners stating that their 45 days were up and has not had a response back. Selectman Blume wanted to review the agreement before acting.
- TA Bolton said that the eviction notices went out and asked the BOS if they would like to schedule an auction for late November. The BOS stated if it is within the timeline.
- RTK training will be on November 28<sup>th</sup> via Zoom and will be a two-hour training. Selectman Blume would like to confirm if they can upload to YouTube.
- November 30<sup>th</sup> will be the site walk at the transfer station with DES.
- TA Bolton said there have been no candidates for the Sexton position.
- She does have a resume for the handyman position if the BOS would like to interview.
- They received a response from Counsel saying if it's not copyrighted or copyrighted then they have nothing to act upon.

**Selectman Blume motioned to rescind the unsigned Town Seal Policy adopted in 2021. Seconded by Selectman Burdick. Motion passed 4-0-0.**

- TA Bolton read the breakdown of the Drummond Woodson invoice.
- TA Bolton said that Primex had asked TA Bolton and at the time DPW Director Knapp to go over the case of the person who fell into the transfer station hopper. They will be going over this on-site on Tuesday, November 14<sup>th</sup> at 10:30 am.
- TA Bolton gave the CIP schedule and budget schedules.
- TA Bolton gave the NHMA Town Meeting date deadlines.
- TA Bolton said the last date for Fall clean up in the cemeteries is November 15<sup>th</sup> and asked the BOS how they would like to approach checking them. TA Bolton will send out the list of the cemeteries and the Board members will look at them.
- TA Bolton went through the building projects.
- TA Bolton said she still has not received a date for the Solar Committee. TA Bolton gave an update about the generator.
- TA Bolton gave the CC appointments for the Board to sign and they will be sworn in before their next meeting.
- Allied Auto Wrecking did not have his address on the junk yard permit so he cannot go for auctions anymore and they will not allow him until the town puts his email or address on there. TA Bolton gave the updated permit for the board's signature.

**Correspondence:**

- Chair Hippler said they had a little bit of follow-up from Denise Purington with the East Road Discussion.

- Selectman Blume said the most recent email from Tara Mann was a request to meet with Town Counsel and we have had others make the same request and have previously not allowed that.
- Selectman Blume said Mr. Kaloogian ran down a list of issues he has been having with Code Enforcement allowing a Church in the home. Selectman Mathews recused herself because the Kaloogians are friends of hers. Selectman Blume said there is also a problem with getting a permit to heat the space. Chair Hippler would like to speak with the building department to let them know what is going on. TA Bolton said both Counsels have talked and asked the BOS what they would like to do. The BOS asked for an email update regarding the situation.
- Selectman Burdick said that the people she met with about the cemetery stones would put together a priority list of what to fix. Chair Hippler said in the email they received from Terry Knowles they would be able to use the CyPres money to fix the stones. Selectman Burdick gave the names of the cemeteries she knows that have not been cleaned up as of Tuesday.
- Selectman Mathews said that she has been having people approach her asking about why they need architectural stamps on plans and when they start. TA Bolton said that the Article passed in 2018 talks about the IBC and it is required in the plans.
- Selectman Blume said that he would like to know the Town's side of the issue that the Prattes continue to bring up. Chair Hippler said he disagrees with tabling some of the work sessions.
- Chair Hippler said he does not have the time to do some of the things he should be as a chairman. He is okay with the BOS demoting him if they choose. Selectman Blume said that does not show and that it is something they should talk about when all five of them are present.

#### **NONPUBLIC SESSION:**

**Chairman Hippler moved; Selectman Blume seconded to enter into nonpublic session @ 10:45 p.m. pursuant to the authority granted in RSA 91-A: 3II (a & c). A roll call vote was taken, Selectman Mathews – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 4-0-0**

The Board met with DPW Director Jason Fiske to follow up on the transfer station discussion. The Board was provided with a transaction log from the cash register for the various fee-based items and an invoice for the cost of the demo taken to Naughton. The changes that were made appear to be working but continuous monitoring of future loads will be ongoing.

**Selectman Burdick moved; Chairman Hippler seconded to exit this nonpublic session @ 11:13 PM. A roll call vote was taken, Selectman Mathews – yes; Chairman Hippler – yes; Selectman Blume – yes; Selectman Burdick – yes. Passed 4-0-0**

**Being there was no further business to come before the Board, Selectman Mathews made a motion, Chairman Hippler seconded to adjourn at 11:15 PM. Passed 4-0-0**

#### **ADJOURNMENT**

A True Record.

*Kearsten O'Brien*

Kearsten O'Brien, Minute Taker