



Town of Weare NEW HAMPSHIRE

Town of Weare Finance Committee

November 29st, 2023, 7:00pm

Members			
X	Tom Clow (Chair)	X	John Merva
	Elizabeth Evans	X	Maria Fossiano (Secretary)
X	Neal Kurk	X	Bill Anderson
X	James Drury	X	Tom Flaherty
X	Jon Morton (Town Moderator)	X	Naomi Bolton (Town Administrator)
X	Karie Tepper (Vice Chair)	X	Lori Davis
X	Jessica Kallipolites		

	Agenda Topic	Discussion
1.	CIP Presentation Introduction	<ul style="list-style-type: none"> Meeting began with the Pledge of Allegiance CIP PowerPoint distributed to members of the committee Jack Dearborn Chairman of the CIP Subcommittee introduced himself to the committee Jack thanked members of the CIP Subcommittee, Town Administrator (Naomi Bolton), and Town Finance Administrator (Beth Rouse) for their assistance Jack reviewed classifications of priority detailed in the CIP PowerPoint <ul style="list-style-type: none"> All classifications are in out years except classifications one and two One is an immediate need for health and safety Two is for a need within one year to maintain basic level Pages 4 and 5 contain information on the requirement of the planning board to prepare a CIP improvement plan showing at least 6 years ahead <ul style="list-style-type: none"> Planning board created a sub-committee to create plan CIP Presentation is an independent look by a CIP Board to ensure that the master plan is being adequately resourced <ul style="list-style-type: none"> Some departments have plans drawn out for 10-15 years A Capital Asset is something that will be used for longer than a year and/or costing more than \$15,000 <ul style="list-style-type: none"> Most expensive assets in the town such as vehicles, road systems, or buildings CIP requests can be total renovation of a building, or even a computer system re-hall All assets listed on next pages of presentation Under Fire Department, on page 4, Engine 5 needs to be updated to Engine 1 (1987 Truck)

		<ul style="list-style-type: none"> Any money that is appropriated is put into the Capital Reserve Fund, so it does not go back into the General Fund <ul style="list-style-type: none"> Departments will not have an opportunity to spend the fund and they can only be removed with a warrant article Chart within PowerPoint shows long term debt of the town <ul style="list-style-type: none"> DPW Garage (ends in 2026) Road Reconstruction (ends in 2029) Capital Improvements Summary is the “white board” for requested capital improvements for this year <ul style="list-style-type: none"> New updates require changes to this summary <ul style="list-style-type: none"> Selectboard and Police Chief Moore are going in another direction to obtain camera system For Parks and Recreation request there is an issue with proposed land. Selectboard is sorting out, status in the hands of the Selectboard An additional page was added to presentation that outlines a possible grant/settlement from Volkswagen <ul style="list-style-type: none"> Federal Government has funds Status of Grant currently unknown Presented an opportunity for the town to request funds from grant Would cover 80% of the cost of a vehicle (options described in presentation)
2.	CIP Presentation Fire Department	<ul style="list-style-type: none"> Board of Fire wards and Chief Roarick are requesting a Fire Truck <ul style="list-style-type: none"> Estimated cost of truck is 1 million dollars By March 2024 there will be \$812,000 in the Special Revenue Fund Truck will take 18 months to 2 years to obtain, if truck is ordered in March Fire Department will have the money in the fund before the bill comes due Chief Roarick provided background on truck procurement <ul style="list-style-type: none"> Chief reached out to 4 different vendors; cheapest bid was \$900k Chief was advised that by 2026-2027 he should plan on adding \$150k to cost of truck, due to EPA regulations Same truck will likely cost \$125k in a years’ time Order time 28-35 months to get the truck post order Question asked by Lori Davis- <i>‘Would this Truck be adding to the fleet or replacing an engine?’</i> <ul style="list-style-type: none"> New truck will be replacing Engine 1, a 1987 truck located at Sugar Hill Station, which is past it’s service life Truck went out of service because front mount pump of truck failed 3 years in a row Parts for truck are unavailable because truck is so old Bill Anderson expressed concern as to whether the funds would be available in fund for this purchase without requesting funds from taxpayers <ul style="list-style-type: none"> Jack mentioned that the funds are not available today, but by the time truck will be ordered and delivered, the funds would be available Bill Anderson asked <i>‘if the \$95k request for mobile and portables listed for 2025 would be done through taxation?’</i> <ul style="list-style-type: none"> Jack responded by stating request for 2025 can be moved around, based on economics Neal Kurk asked where \$812k is located on the sheet?

- Jack responded stating that number is not on the sheet and that he obtained the number from Beth Rouse
- Neal Kurk asked *'if it was possible to get a second hand vehicle?'*
 - Chief responded a secondhand vehicle is an option, but most places are keeping them because of prices.
 - Chief also mentioned that a secondhand vehicle may be compliant for 8-10 years and then the town will be right back to the current situation and a secondhand vehicle will cost a 'couple hundred thousand dollars'
- Neal Kurk follow up and asked *'if you kept the current vehicle for thirty plus years, why couldn't you keep the next vehicle for 30 years?'*
 - The 1987 engine was kept because it kept passing the tests, and no other apparatus could fit at Sugar Hill Station
 - New vehicle would not fit in Sugar Hill Station, trucks used to be made smaller, Sugar Hill Station will not be expanded for new truck, and another apparatus will be put at that station
 - New engine will be located at the Central Station and Engine 2 will go to South Station
- Question asked by Lori Davis- *'Given that the price of electronics is increasing and will continue to increase, would you agree that it makes sense to make purchases now to get the best value for your dollar?'*
 - Chief agreed and stated prices keep going up, vendors are adding 15% to price provided because they cannot guarantee prices 2 years out, additional funds will be built into contract
- Question asked by Tom Flaherty- *'Is there any value on the truck in any market anywhere?'*
 - The truck will be traded in towards the new engine, the truck has 20,614 miles on it, not a lot of miles but it is 37 years old
 - Truck would be sent to fire house clearing houses in the mid-west
 - Trade in value is unknown- Chief doesn't want to speculate
- Tom mentioned *'trade in information would help it could potentially offset the cost'*
 - Chief doesn't believe town would get anyone than 15k
- Neal Kurk asked if the new engine would be a duplicate vehicle?
 - Fire Department currently has 3 engines in Weare, all are pump trucks
 - Engine 1- 1987 (at Sugar Hill Station)
 - Engine 2- 2013 (at Center Station)
 - Engine 5- 2003 (at South Station)
- Question asked by Lori Davis- *'Do all the pump trucks in Weare have the same pumping capabilities, can they all pump as fast?'*
 - Engine 2 has a 2000 per minute pump
 - Engine 5 has a 1500 per minute pump
 - Engine 1 has a 1000 per minute pump
- Engines 2 and 5 hold roughly 1600 gallons of water and Engine 1 holds 750 gallons of water
- New Engine will be able to hold 1600 gallon and have the capability to pump 2000 gallons per minute
- Weare tanker holds 3000 gallons, Fire Department is limited on tanker size because tanker needs to fit into driveways

		<ul style="list-style-type: none"> • New engine will not have 4-wheel drive, Fire Department has not needed a 4-wheel drive <ul style="list-style-type: none"> ○ Fire Department has a plow truck and chains • Jon Morton asked if other towns bought similar trucks, what is the million dollars based off of? <ul style="list-style-type: none"> ○ Fire Department will not know exact price until order is placed, amount requested needs to be close to price without going over ○ If Fire Department doesn't have enough to purchase, then department can't purchase, and will need to wait on the following year ○ All requests are done this way; if not all funds are used monies go into a Capital Reserve Fund and nobody can touch the funds until designated by a warrant article • Jon Morton asked if the Fire Department is bidding on this vehicle? <ul style="list-style-type: none"> ○ Chief has reached out to 4 vendors, they are building the truck on paper, and Chief will have 4 bids on the truck ○ Every manufacturer has 15-20% contingency and Selectman Board requires 3 bids ○ Special Revenue Fund increases roughly \$220k a year, \$14k for billing company • When reviewing Fire Department spreadsheet provided, Tom Flaherty asked <i>'if in 2024 the first 3 columns add up to about 850, is that the special revenue total?'</i> <ul style="list-style-type: none"> ○ Jack responded that it likely is, but 6 weeks have happened since PowerPoint was produced, and there will be a massive drop when ambulance is purchased ○ Finance Administrator Beth Rouse believes there will be \$812k in March
3.	CIP Presentation Police Department	<ul style="list-style-type: none"> • Police Department originally had 2 requests • Camera system will be taken care by alternative means, technically it is the Capital Reserve <ul style="list-style-type: none"> ○ Capital requests can be satisfied financially by multiple ways; a warrant, taken out of unused funds at the end of the year, or other grants • Chief Moore is requesting a Tahoe, same as last year • Chief provided odometer mileage on current police vehicles and projected disposal timeline <ul style="list-style-type: none"> ○ Patrol Vehicle is different than a Command Vehicle • Chief provided a historical view for vehicles purchased in the 2014-2023, maintenance costs of the entire fleet, and hypothetical vehicle rotation • When document was composed, the Chief did not have an annual inflation project, but he has it now - projected inflation is 3.4% this year <ul style="list-style-type: none"> ○ Actual request is for \$84,190, last year it was roughly \$81k for the Tahoe • Patrol 4 went down with a transmission problem \$4,600 dollars to repair. • Chief is not going to repair vehicle at this time because he has a fleet where he can meet the needs of the public <ul style="list-style-type: none"> ○ Department will use command 2 in its stead ○ If warrant passes, patrol 4 will go to auction ○ If warrant doesn't pass, Chief will use repair budget to get vehicle fixed • Two thirds' of 2017 patrols have experienced transmission issues

		<ul style="list-style-type: none"> Warrant would be for \$84,190, if warrant had to cover everything, but Chief hopes to eliminate the warrant request <ul style="list-style-type: none"> Could reuse a radar system and more than likely a printer, would save about \$2,500 - would bring cost down to \$81,960 The rest of the cost saving possibilities all require the Board of Selectmen's approval When police work details, there is a cruiser account fee which has accumulated money since 2014 and there is about \$24,000 dollars in the account. Chief could potentially use \$19k to offset the cost of Tahoe, will bring cost down to \$62,960 <ul style="list-style-type: none"> Speaking with Town Attorney Police also do dam patrols, chief recommending they use \$16k of those funds towards vehicle, and that would bring cost down to \$46,960 Chief will have \$150k in his bottom-line budget because of vacancies this year <ul style="list-style-type: none"> Chief will recommend using those funds to the board to offset the entire cost of the warrant article Neal Kurk asked- <i>'So instead of giving money back to the taxpayers this year, the Chief would take those funds and use to toward the vehicle, so he doesn't have to spend their money next year'</i> <ul style="list-style-type: none"> Yes Lori Dais asked- <i>'Are there any other vehicles that the Chief foresees being an issue in the future?'</i> <ul style="list-style-type: none"> No, because Chief received a grant for a fully fitted Command Vehicle, paperwork for vehicle in process One car a year would suit the Police Department's needs, pending no accidents Adjustments had to be made' the charger equipment does not fit in the Tahoes 2017 vehicle will go to auction, funds from sale go to general fund Bill Anderson asked- <i>'Why does Police Department have 2 Command Cars?'</i> <ul style="list-style-type: none"> 2nd Command Car will backfill the Patrol Car Incidents (such as Pipe bomb incident or vehicle fatality) occur where Command vehicles are integral in controlling incident Are Command Vehicles are outfitted with the same equipment as a Patrol Vehicle? <ul style="list-style-type: none"> Yes, but there is come additional equipment, whiteboard, and a desk for managing scenes Question asked by Tom Flaherty – <i>'Does the fact that Tahoes do not provide engine hours, change life of vehicle?'</i> <ul style="list-style-type: none"> 2021 Tahoe just hit 50k miles, chief putting Tahoes on a 6-year life cycle 12 years for command vehicles DPW mentioned that you can hook up a computer to Tahoe and get the engine hours Tahoes are 8 cylinders but when they are idling, they switch to 4 cylinders, idle hours are more efficient DUIs trending upward due to experienced officers
4.	CIP Presentation Parks and Recreation	<ul style="list-style-type: none"> Parks and Recreation request is currently in the hands of legal and the Select Board <ul style="list-style-type: none"> Parks and Recreation would like to use lands on East Rd for playing fields Neal Kurk asked is the \$100k assuming they can use the field? <ul style="list-style-type: none"> Cost likely not going to be \$100k

		<ul style="list-style-type: none"> ○ Using fields will cost less ○ Request is for \$35k, for a site assessment plan, \$100k is for the 4-year plan • \$35k request is to determine what is on the site, what materials are on the site, and to determine what they can fit on the site • Information going to the Town Attorney to determine if land can be used, and/or which part of the land can be used • Selectboard will not put request on warrant until they understand what the land can be used for • Lori Davis asked- <i>'if the Parks and Rec Department is looking into getting services donated for this project?'</i> <ul style="list-style-type: none"> ○ Jack believes so, Town Athletics will support aspects of this project
5.	CIP Presentation DPW	<ul style="list-style-type: none"> • DPW is requesting 2 10 wheelers, consistent with 10 wheelers DPW has requested in the past <ul style="list-style-type: none"> ○ Plow and sander will be built into trucks • Old truck will be brought to state auction • DPW is also requesting funds for road reconstruction including gravel, grinding, guard rails, and asphalt <ul style="list-style-type: none"> ○ Encompasses everything but labor (which is in the operating budget) • Cost of reconstruction will be offset by \$284k block grant from the state <ul style="list-style-type: none"> ○ Comes from vehicle registration costs • Town had to buy a \$2.5-million-dollar bond in 2019 because we did not put enough money into the roads to maintain them <ul style="list-style-type: none"> ○ DPW needs to keep up with road reconstruction to prevent cracking and water intrusion ○ Some roads were built in the past with no town specifications • DPW is requesting \$316k to be raised by taxes • DPW is also requesting a roadside mower <ul style="list-style-type: none"> ○ Rotary mower used to mow the sides of the road • Trailer Caddy <ul style="list-style-type: none"> ○ Right now, town has a 1988 box truck they use to move the trailers, CDL driver required <ul style="list-style-type: none"> ▪ May not have CDL driver on the weekend to move trailers ▪ No CDL required for Caddy ○ \$100k capacity • Bill Anderson asked <i>'Since the 10 wheelers carrier a higher load, and can stay out longer, what dictates the number of trucks you have? Is it the number of plow routes you have or summer work?'</i> <ul style="list-style-type: none"> ○ Jason responded that plow routes dictate number of trucks, but the trucks are nice to have trucks during summer work ○ 10 wheelers are more efficient and can stay out longer ○ There are 13 plow routes, 11 trucks, but DPW has 2 smaller trucks • Bill followed up asking- <i>'Will the number of trucks we have at the end of the line be what we have today? If we are replacing 6 wheelers and the 10s hold double why would we need as many trucks? Could plow routes be combined?'</i> <ul style="list-style-type: none"> ○ 8 mile routes with 11 big trucks, only have to go back to shop once, if you increase the route you have to go back to the shop multiple times • Are there less repairs on the truck because they are 10 wheelers (less strain)? <ul style="list-style-type: none"> ○ Yes, exactly • Neal Kurk asked <i>'could you have a smaller number of longer routes and have fewer trucks?'</i>

		<ul style="list-style-type: none"> ○ Could cause more fatigue, and more accidents • Lori Davis asked- 'Are trucks protected from the salt and sand?' <ul style="list-style-type: none"> ○ The bodies of the trucks are hardox steel ○ DPW Team pressure washes the trucks after storms and every other storm they oil the frames ○ DPW experimenting with a different coating from the dealer to see how well it holds up • Two smaller trucks are used on roads that cannot handle the larger trucks • James Drury asked- <i>'Does the Trailer Caddy require any special license, or it is a quick training? How does Trailer caddy run on uneven surfaces?'</i> <ul style="list-style-type: none"> ○ Just a quick training; and it is rated to run on gravel, dirt, asphalt, and concrete • Will the 2 trucks be on 2 separate warrant articles? What are the consequences if one truck passes and one truck does not pass? <ul style="list-style-type: none"> ○ Yes, Jason is hoping the grant comes through and town is only paying 20% ○ There are a couple different game plans if the grant does not come through, if it does come through DPW will ask for both trucks at 56k a piece as opposed to the 200k ○ Language of warrant is up to the Selectmen • Staffing should not impact the purchasing of trucks, it is not responsible to let equipment lapse because of staffing shortages <ul style="list-style-type: none"> ○ Last storm both trucks went out of service within 2 hours • DPW has six full time employees, a few part timers, and contractors. <ul style="list-style-type: none"> ○ Contractors do not drive Town Trucks. • What does it cost to rent a roadside mower? Is the roadside mower high maintenance thus making it more efficient to contract out? <ul style="list-style-type: none"> ○ DPW had mowing done this summer it was \$12k for 8 miles ○ DPW has experienced employees who can avoid damage to new mower • DPW would be able to do half the town in a year with the mower, could do some during the winter on slow days <ul style="list-style-type: none"> ○ Need to keep up with service for safety • Bill Anderson asked <i>'have we historically done this with old equipment? Or contracted this service out ?'</i> <ul style="list-style-type: none"> ○ Combination • What is the impact if we do not buy the mower? <ul style="list-style-type: none"> ○ Although intersections are problematic, long grass on the side of the road also impacts traffic in both directions
6.	CIP Wrap Up	<ul style="list-style-type: none"> • CIP Summary • Last pages of CIP PowerPoint show everything that the town has purchased since 2015 and planned future purchases • Long term debt is DPW garage and road preservation bond • If you take this year's capital and add total debt to it and add offsetting revenues, the \$1,765,000 comes out of revolving fund • Town will receive money from VW and Block grant • This view is assuming that town received the VW grant, 3 options presented earlier in PowerPoint • Value of the town is 1.29 billion dollars and tax cost is .96 cents • If everything passes, with the assumption that we will have the grant for the 2 trucks the impact for taxes is .96 cents • If grants do not happen the intent is to follow back to a single truck for the DPW purchase

		<ul style="list-style-type: none"> • Tax impact could lessen if Chief Moore can wipe out his Tahoe purchase with income from other sources (mentioned in CIP Police presentation above) <ul style="list-style-type: none"> ○ Would become .87 cents • What is the risk if VW grants do not come through? <ul style="list-style-type: none"> ○ State received the money, unclear how much they received ○ If grant falls through the request is for one truck and the request is for \$280k ○ State is scoring and that will determine who gets the money ○ 30 organizations submitted requests • Jack mentioned that it might be beneficial to add funds to the operating budget for wages
6.	Subcommittee Updates	<p>Subcommittee Reports</p> <p>Weare Schools</p> <ul style="list-style-type: none"> • Bill provided documentation/ email that Jackie sent back • Bill sent an email to the SAU to the business manager and Superintendent Coe <ul style="list-style-type: none"> ○ Email included a summary of plan for this year's budget, mentioned last year's tax rate, and first payment being due right before Christmas ○ Bill made suggestions of what areas they should look at • Teacher's contract coming up, contract was put on SAU website, Bill hasn't had an opportunity to review contract yet • Bill tried to stress administrative overhead costs are an issue • When student populations are declining and the number of classrooms stay the same, they could combine classrooms • Every classroom is about \$100k, with teachers' salaries, benefits, and para • If you add more children to classes, you can bring down your operating budget • SAU budget <ul style="list-style-type: none"> ○ SAU staff ○ Office in Henniker, 18 staff members ○ SAU budget increased \$13k over last year ○ Most of the increase is due to a move of positions ○ Established a facilities director at SAU while removing a facilities directors at each of the schools ○ Savings should come back to those budgets combining into one person ○ Bill asked the SAU if there was any way to combine positions ○ They have a superintendent, executive assistant to the superintendent, assistant superintendent, and an assistant to the assistant. Assistant is really there as a grant specialist, and they changed the assistants title to grant specialist ○ unclear what the community outreach coordinator does • Bottom line, test scores are not good (elementary school level held the line) focus should be on improving test scores • SAU budget is approved by SAU board, \$1.9 million, up \$200k from last year, multiple towns pay for that budget, not checked by anyone other than the SAU • 10-year lease on SAU office, they can cancel with one year notice, discussing moving the SAU stuff to the high school • 2007/ 2008 had 1,100 students in elementary and middle school, 10 years later down to 1,006, October 2022 897 students, and now they are down to 825 students • At the end of the year when they return money, it is for a few reasons

- May not have had all their positions filled
- Insurance rates come in less so there is money left over
- Last year returned money was over \$600k to help offset taxes and Weare schools default budget was within \$60k of proposed budget
- Bill recommended Weare Schools look at where that \$600k didn't get spent
- Taxpayers will eventually get that money back, it is just given back a year later
- Bill passed out documentation
- Weare School District had first meeting on budget was 11/28
 - This years proposed budget will be 3.4% higher than last years approved budget (just operating budget)
 - Dr. Coe said first it was a first pass, haven't had their budget workshop yet
 - Weare Schools first pass at budget was \$19.1 million, default is \$18.9, and budget was \$17.8 million in 2022

John Stark

- Tom Flaherty presented overview of John Stark
- Tom Flaherty passed out documentation detailing budgets for 2022 and 2023
- Went to John Stark meeting and gave a first cut preview of budget
- Budget last year was \$14.5 million and proposed this year 15.2 million, increase of \$583,000
- Athletics and summer programs are the reason for increase
- Karie mentioned school spoke about cutting budget down further closer to default
- Support staff contract coming up this year
- John Stark Enrollment is +30 students

Town

- Estimated Revenues
 - Increase of \$12,490 over last year
- Budget was presented; \$8,135,031, default is \$8,240,774 and difference \$105,743
- Rest of the time the town has been focused on CIP requests
- Police will be looking for at least 2 warrant articles
 - One for the cruiser (potentially)
 - Another to establish a revolving fund to take care of their equipment
- Lori Davis asked '*where would the money come from?*'
 - Fees from private details, and other sources
 - Chief would like to re-define revolving fund, broadening funds use, currently restricted
 - Would voters have a say on how it is spent?
 - Selectmen has to approve it

7. Chair Update

- Tom received emails regarding the meeting minutes
 - Committee reviews minutes and determines whether or not there should be changes

- Consistent with all other committees
 - Not a public vote on what should/should not be changed in the minutes
- Karie's name needs to be updated in last meetings minutes
 - Maria will make update prior to sending final draft
- Tom made motion to accept minutes with update to Karie's name, Karie seconded and all members approved.
- Upcoming meetings
 - December 21st will be the school district
 - December 6th will be the fire department
 - December 20th will be the town
- All meetings at 7pm
- Next School Meetings
 - Weare school board meets on the December 19th
 - John Stark has a meeting on the December 13th
 - Weare school district workshop is on December 12th
 - Meeting at John Stark about funding presented by an outside group on December 7th
- Secretary has five workdays to submit draft minutes
- Tom requested Motion to adjourn meeting
 - John Merva presented motion to adjourn meeting and Karie seconded