

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 6, 2015**

PRESENT: KEITH R. LACASSE, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; JAMES LEARY, SELECTMAN; JENNIFER BOHL, SELECTMAN; FREDERICK W. HIPPLER, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Tiffany Rogers, Bob Boucher, Sandra Boucher, Tim Redmond, Dave Lansford, Dave Caldwell

Vice Chairman Clow moved, Selectman Bohl seconded to enter into nonpublic session @ 6:04 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes. Passed 4-0-0

Chairman Lacasse arrived at 6:10 PM.

Vice Chairman Clow moved, Selectman Leary seconded to come out of nonpublic session @ 6:45 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes; Chairman Lacasse – yes. Passed 5-0-0

Vice Chairman Clow moved, Selectman Bohl seconded to enter into nonpublic session @ 6:46 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes; Chairman Lacasse – yes. Passed 5-0-0

Vice Chairman Clow moved, Selectman Leary seconded to come out of nonpublic session @ 7:00 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes; Chairman Lacasse – yes. Passed 5-0-0

7:08 p.m. Chairman Lacasse called the meeting to order.

Chairman Lacasse stated that prior to the meeting the Board met in nonpublic session first to meet with the CALEA team regarding the CALEA accreditation process, and pending Police Department litigation issues the Town has. The second nonpublic session was to meet with a potential DPW employee.

PUBLIC COMMENT

Tiffany Rogers stated that the Weare Food Pantry has to vacate WMS in July. If the town would allow them to utilize town owned land they would like to build a 2,400-3,500 square foot structure to house the food pantry and thrift store. They will ask residents to volunteer their time and donate their services for the benefit of the community. Bringing back the thrift store will help to support the food pantry. Ms. Rogers told the Board they are running out of time and need to find a new location for the food pantry. They service 20-45 families per month. Selectman Leary commented on the need to be out of WMS by July and asked if they could complete the

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structure in time. Utilizing the basement of the Town Office building until the structure was complete was mentioned. Vice Chairman Clow mentioned that some school districts utilize temporary classrooms and eventually build permanent structures so those units are typically up for sale. Ms. Rogers said that they are in the process of becoming a 501C3. She asked if the town could help with funds to purchase meats and perishables. Mr. Boucher mentioned the need to purchase tables and chairs. He asked the Board if they would need to go to Town Meeting to ask the town for money. The question of how they would pay for the double wide structure was asked and Chairman Lacasse responded that it would have to be a separate warrant article. Ms. Rogers said that they will be having a penny sale on April 18th with items donated from community members, which does raise money. Ms. Rogers asked if the Town Administrator or Board could suggest available land. Town Administrator Bolton will review the book.

DEPARTMENT HEAD AND COMMITTEE ITEMS

Tim Redmond, Public Works Director, said that the warrant article for a part time Transfer Station attendant passed. The part time position was posted on the town website. Dave Lansford is a Weare resident and formerly worked part time for the Transfer Station when there was a need from 2006 to 2008. Mr. Lansford is a very good fit and has kept the swap shop clean and organized as a volunteer. Mr. Redmond recommends Dave Lansford for the part time position. Chairman Lacasse noted that the Board interviewed Mr. Lansford in nonpublic.

Selectman Leary moved, Selectman Bohl seconded to hire Dave Lansford as a part time Transfer Station attendant at a rate of \$12.00 per hour. Passed 5-0-0

Town Hall Doors

Dave Caldwell, Mast Road Lumber, presented samples and literature to the Board on the doors being proposed for the Town Hall. The doors contain no veneer and are stable for the application. The mahogany goes through a tempering process that strengthens the fibers in the wood and allows it to repel moisture. Selectman Leary asked Mr. Caldwell why the current doors made of MDF failed. Mr. Caldwell said because the doors are too wide, which he brought up prior to purchase. The doors are more than 36 inches in width, painted a dark color, and there is no overhang over the doors. He said that this terrified wood product will be much more stable and comes with a 20 year warranty. Mr. Caldwell presented a care and finishing guide as well as the warranty information on the doors. Chairman Lacasse asked if the doors can get finished right from the factory, rather than in the field and Mr. Caldwell said that they could.

Vice Chairman Clow commented on the width of the present doors and the recommended product. He noted that Chip Meany was told that the material stood up in extreme environments and that is why they went ahead with the doors. Vice Chairman Clow does not remember any issue with width being brought up. Mr. Caldwell said that it was brought to someone's attention, but he does not want to mention who. Mr. Caldwell said that the project sat for 9-10 months and the conversation went back and forth on what to use for doors. He has used MDF for many years with no issues. Mr. Caldwell said that they discussed double doors were being used, then at the last minute the doors were changed to full width, and he mentioned width being an issue. The strength of the product is not a problem, but the painting of a dark color, width of doors, and no overhang exposing the doors to the weather are the issue.

Chairman Lacasse asked if there are any installations of this product they can go see. Mr. Caldwell will speak with the representative to find a location where it can be seen.

Vice Chairman Clow said that something got lost along the way because they never really discussed having double doors. They were trying to match up what was originally there and from the beginning of the process

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were talking about the wider doors. Vice Chairman Clow mentioned that they received estimates for up to \$80k and another for \$50k, which were both rejected. They then went for a price for sill repair and installation and another quote for doors. Mr. Caldwell said that when he met with Sherry Burdick in 2012, the first question he asked was if they were replacing exactly what was there and he was told that there were.

Mr. Caldwell said that they will take a measurement from the bottom of the sill, accounting for the mahogany sills. If onsite trimming is needed it does not void the warranty. Chairman Lacasse noted that the more that can be done in the factory the better. The custom molding was a custom cut. Mr. Caldwell said that the molding on doors is an added piece and there are many different moldings to pick from. Vice Chairman Clow said that they do not want glued on molding. Mr. Caldwell said that the panels will actually be wood, not plywood. Vice Chairman Clow noted that there is also a fir sample with the same guarantee and he asked Mr. Caldwell why he is recommending mahogany. Mr. Caldwell said that mahogany will be harder and is twice as hard on the surface. Mr. Caldwell said that the sills will not be made of the same torrefied material and will need to be maintained on a regular annual schedule. Mr. Caldwell will have to find out about the semi-transparent stains as far as the factory install and will provide references as to where the product can be seen. The Board thanked Mr. Caldwell. Vice Chairman Clow mentioned that in the near future they should look at building an overhang on that building to deflect the water from running straight down.

PUBLIC HEARING: To hear public comment and testimony on the acceptance of up to \$10,000 worth of work done at the Stone Memorial Building, being paid for by the Weare Historical Society

The public hearing was postponed until April 13, 2015

MEETING MINUTES

Selectman Hippler moved, Selectman Leary seconded to approve the minutes of March 30, 2015 as amended. Passed 5-0-0

MANIFESTS

Chairman Lacasse moved, Selectman Bohl seconded to sign accounts payable and payroll checks dated April 9, 2015 as included in the following manifests:

Accounts Payable Manifest	\$17,022.71	
Accounts Payable Supplemental	\$364.88	
Payroll Manifest	\$39,485.08	(includes weekly, police special details, taxes)
Forest Fire Payroll Manifest	\$506.82	
Fore Fire Supplemental Manifest	<u>\$97.71</u>	
TOTAL	\$57,477.20	

Passed 5-0-0

ADMINISTRATIVE REPORT

The Board signed the previously approved prosecutor contract.

Comcast Contract ó Town Administrator Bolton will need to get in touch with Brian Grattan regarding a drop loop from John Stark. His name is on a request that was submitted a long time ago.

There are eight people interested in being on the community panel committee for the police chief search. Chairman Lacasse forwarded the names of two people interested on being on the panel. The police chief ad is being run through May 4th to get everything back to MRI for recruitment. Vice Chairman Clow said that when they have a discussion with people, they should interview and then discuss in nonpublic to make a selection.

There is a public hearing posted for 7:30 p.m. April 13th.

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It was advertised that the Board would hold interviews for those interested in being on the community panel committee for the police chief search on April 13th, which will be extended until April 20th.

Town Administrator Bolton will work with the food pantry volunteers to see what is conducive to their needs. Chairman Lacasse asked if any of the fields have room for a structure for the food pantry. It was discussed that access and parking could be a problem. The Board discussed that the food pantry will have to utilize the basement for a while, there is handicap accessibility with the elevator, but a small ramp will be needed temporarily for the two steps.

Randy Dearborn has notified the town that he will officially retire on October 1, 2015. He will wait for his retirement payout until January. Chairman Lacasse mentioned conducting an exit interview. It was noted that Jon Osborne will also be retiring at the end of October. The Board agreed that exit interviews were a good idea.

Town Administrator Bolton informed the Board that Chief Vezina came in with the communication enhancement quotes. It was discussed that asking for quotes for enhancements on another system will be difficult. The Board has the ability to waive the need for three quotes. It will take 8 weeks to get what they need to order. Chief Vezina is asking for Board's approval. Town Administrator Bolton said that Chief Vezina is also looking into dispatch with Goffstown. The equipment purchase would come out of the Fire Department Communication Fund. Selectman Hippler said that there were two different radio companies in Goffstown dispatch.

Town Administrator Bolton informed the Board of the passing of Leon Williams on April 2, 2015. Services will be held this coming Saturday.

There is a CALEA public hearing at the Safety Complex until 8:30 p.m.

OTHER BUSINESS

The Board discussed that next week they will meet in nonpublic to discuss the interviewing of potential candidates for the community panel committee for the police chief search.

Chairman Lacasse would like an annual calendar created for the Board so that they can see different deadlines and due dates for the year to be well prepared ahead of time.

Vice Chairman Clow mentioned the one year contract with the Police Department and the possibility of meeting to negotiate earlier to avoid getting started in November.

Chairman Lacasse moved, Selectman Hippler seconded to adjourn at 8:05 p.m. Passed 5-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary