

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
June 8, 2015**

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

**RECORDING SECRETARY:** Naomi L. Bolton and Kathleen Humphreys

**TOWN ADMINISTRATOR:** Naomi L. Bolton

**GUESTS:** Frank Campana, Jan Snyder, Chris Davies, Paul Marsh, Lee Marcroft, Chris Hague, Tina Ripley, Doug Alwine, Mallorie Blevins, Tom Jones, Sherry Burdick and Christine Nase.

**NONPUBLIC SESSION:**

**Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 6:30 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, Chairman Lacasse 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**

**Vice Chairman Clow moved, Selectman Bohl seconded to enter into nonpublic session @ 7:01 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; Chairman Lacasse – yes. Passed 5-0-0**

**Chairman Lacasse moved, Selectmen Leary seconded to come out of nonpublic session @ 7:09 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 Leary seconded to seal and restrict the minutes of the nonpublic session. Passed 5-0-0**

**7:10 p.m. Chairman Lacasse called the meeting to order.**

**Vice Chairman Lacasse apologized for the late start. The Board interview potential candidates for two part time minute takers and one DPW employee. The Board also met with Chief Kelly for an update on police personnel issues.**

**HIRE MINUTE TAKERS & DPW/TRANSFER STATION EMPLOYEE**

**Vice Chairman Clow moved to hire Kathleen Humphreys as minute taker the Board of Selectmen at \$13/hour; Selectman Bohl seconded the motion. Motion passed 5-0-0.**

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**Vice Chair Clow moved to hire Tina Ripley as minute taker for the Land Use Department; Selectmen Hippler seconded the motion. Motion passed 5-0-0.**

**Vice Chair Clow moved to hire Christopher Davies as a Truck Driver/Transfer Station Attendant for the DPW at \$15.30/hour; Selectman Hippler seconded the motion. Motion passed 5-0-0.**

### **PUBLIC COMMENT:**

Sherry Burdick discussed the spires on the Town Hall and that any future repairs to the building need to be made of wood. The building is on the National Registry. She believes the ones that are there were made in 1963 or 1964, before the 200<sup>th</sup> Anniversary and believe it was made out of pine board.

Resident Frank Campana spoke about recent police events in other states and the media attention it drew and voiced his concerns that if there is a night-time shooting would a part-time chief be available for interviews. He also addressed what he called propaganda by the Weare Police Association about the potential hiring of Sean Kelly as chief said he didn't have an issue with it but felt the mailing was lacking some facts for people to make a good response to.

Mr. Campana also discussed a situation back in March and included information from newspaper articles about a meeting between police officers and the Selectmen regarding what the officers about the qualities for their new chief and what they would like to see happen in the department. Some of the comments were bringing back DARE, K9 Patrols, extra details for highway traffic and other programs and he wondered how that ties into the support of Mr. Kelly for the chief's position and suggest the Board watch for if that could influence him.

Vice Chairman Clow stated that he made that comment that it was a brainstorming session. He also said the Board decided to hire Sean Kelly for 32-hours was made before the WPA flyer was mailed and that mailing was irrelevant. The two public hearings were to discuss Kelly's contract. After hearing the public comments changes were made to the contract, not if they were going to hire him.

Sherry Boardman inquired if the contract for work at Clinton Grove and has that bid gone out. Town Administrator Naomi Bolton said it has not but she will get that out.

Ms. Burdick reported a letter of intent was sent for a LCHIP grant to repair the plaster at Clinton Grove. The grant needs to be written by the end of June. She also said there is no determination on the moose plate grant until August which if the town receives the grant, will be used for support underneath and changing the foundation.

### **DEPARTMENT HEAD/COMMITTEE ITEMS**

*Sign Employment Contract with Police Chief:*

**Selectman Hippler moved to agree to a contract with Sean F. Kelly for the position of Police Chief which will commence on June 8, 2015 and ending June 7, 2017; Vice Chairman Clow seconded the motion. Motion passed 4-1-0, Selectman Leary opposed. Chairman Lacasse, Vice Chairman Clow, Selectman Bohl and Selectman Hippler voted yes.**

Selectman Leary asked about the change and public hearing process. The terms of the tentative agreement were reduced to two years from three years. Town attorney reviewed the contract.

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Chairman Lacasse wanted to clarify the restriction of the 32-hours per week to ensure the town will get 32 hours and won't get kicked into a situation would limit the yearly hours and that was tightened up by town counsel.

*The Board and Mr. Kelly signed the police chief contract.*

### *Reappointments to Committees/Subcommittees:*

The Board briefly interviewed Doug Alwine. Mr. Alwine indicated that they are in need of additional volunteers. He claims that insanity keeps him coming back. The Board thanked him for volunteering. **Selectman Leary made a motion to reappoint Doug Alwine as a full-member to the Cable Commission for three years. Selectman Hippler seconded the motion. Motion passed 5-0-0.**

The Board briefly interviewed Tami Andrews. Ms. Andrews stated that she enjoys the committee and feels this is her way of giving back. The Board thanked Ms. Andrews for volunteering. **Vice Chairman Selectman Clow made a motion to reappoint Tami Andrews as a full-member to the Cable Commission for three years. Selectman Hippler seconded the motion. Motion passed 5-0-0.**

The Board briefly interviewed Christine Nase. Ms. Nase stated that she uses the trails a great deal of time and felt that she would be available to volunteer for the subcommittee. The Board thanked Ms. Nase for volunteering. **Selectman Leary made a motion to appoint Christine Nase as a full-member to the Trails Subcommittee for three years; Selectman Bohl seconded the motion. Motion passed 5-0-0.**

*Award paving bid, trash trailer bid, and grader lease:* Tim Redmond, DPW addressed the Board for several items.

### **2015 PAVING RESULTS:**

Mr. Redmond presented bids for 2015 Reclaiming and Paving and is recommending that R&D Paving be awarded the contract. The Board and Mr. Redmond discussed the difference in the top coats and the amount of oil in the products to better understand the different bids. Work includes top coat paving on East Road and a base coat on Mt. Dearborn. **VOTE: Vice Chairman Clow made a motion to award the paving contract to R&D Paving for specifications listed; Selectman Leary seconded the motion. Motion passed 5-0-0.**

### **2015 RECLAMING RESULTS:**

Reclaiming grinds up the road before paving. The process goes down 8 inches. The gravel is mixed with the ground asphalt. It is the only way to get rid of cracks is to get rid of the road and it is not recommended to pave over existing pavement. **VOTE: Selectman Leary made a motion to award the reclaiming bid to Advanced Paving at 60 cents per square yard. Selectman Hippler seconded the motion. Motion passed 5-0-0.**

### **TRASH TRAILERS:**

Mr. Redmond received only two bids. If he is allowed to proceed with two bids the information will be presented at the next meeting. The Board was agreeable.

### **GRADER LEASE:**

The Board discussed the Uniform Commercial Code in the lease. It addressed the title of a commercial lease in which the vehicle can't be sold without owning. **VOTE: Selectman Bohl made a motion to approve the lease with John Deere for the grader for the amount specified in the document; Vice Chairman Clow seconded the motion. Motion passed 5-0-0. Chairman Lacasse signed the document.**

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### **BRIDGE ON RIVER ROAD:**

It was reported the bridge has severe rusting under the structure. The State report list the bridge in fair condition. Mr. Redmond will have an engineer submit a written report. Mr. Redmond suggests a corrugated steel deck with asphalt. It is suggested that affirmative action should be taken in 2016.

### **BLOCK GRANT:**

Mr. Redmond stated the Town of Weare relies heavily on block grants for funding and legislation in the House budget froze future increases. The town is due to receive a total sum of \$565,000 over the course of a number of years which they will lose.

Mr. Redmond provided information on process which in order not to lay off 700 state employees the Senators did not include putting the increases to the towns in the funding yet Mr. Redmond read an article in which Bill Boynton from the NH DPW said on June 1, the state has an extra \$32 million dollars from the gas tax.

Mr. Redmond suggests that concerned citizens write to their senators. In his opinion, the total is \$4 million for the towns and the State can work with \$28 million. There is a combination House and Senate bill. "If we don't speak up it will increase the cost and towns will be the losers," said Redmond.

The freeze won't affect the figure in the budget for this year.

Mr. Redmond was asked if the DPW owns a power broom. The response was yes it does but the town rents a smaller broom because it's more cost effective to get around plus uses their larger broom.

### **DEPARTMENT HEADS**

Library Director Christine Hague, Weare Public Library was present to discuss replacing the carpet in the office which is as a result of the Department of Labor inspection.

The library has an August deadline to replace the carpet in the office space. The building has air quality issue and which affects some of the employees. The building has dust issues.

Recent new carpet tiles in the front room on the main level are working well. Carpet tiles and sheet vinyl were discussed and the health benefits of each.

Ms. Hague presented three quotes from Eaton's Furniture, Bailey's Custom Carpet and Cutter Flooring. The Board asked if they considered a big box store such as Lowe's and the answer was no. The bids were very inconsistent in the products used and scope of work.

Paul Marsh, Library Trustee Chairman addressed the Board. He said the trustees are concerned about the health of the staff and patrons. The work has to be timed so the library does not have to shut down during their busiest month which is July due to having to temporarily store the contents of the office during the floor installation process in traffic areas would cause a fire and safety hazard.

The library may inquire about an extension from the Labor Board.

The Board agreed the library should use the Government Building and Maintenance Fund.

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**VOTE:** Vice Chairman Clow moved to approve the expenditure up to \$2,500 on carpet tiles squares and wall basins for the library administrative offices once that we get three like-estimates and information from the Government and Building Maintenance Funds. Chairman Lacasse seconded the motion. Motion passed 5-0-0.

### **Discuss expenditure from Charles & Ethel Eastman Fund**

Betty E. Straw of the Mildred Hall Bequest Advisory Committee addressed the Board.

The committee is requesting \$40,000 for to establish a conservation easement known on the Martin Property on Mount Dearborn Road, Tax Map 408 Lot 44.1.

Committed	\$51,000
PLC	\$ 2,600
Emma Sawyer	\$45,000 (up to, not to exceed)
Weare Cons. Comm.	\$ 3,500
Requested:	
Mildred Hall	\$40,000

The committee voted on June 4, 2015 and unanimously approved the request and hope the Board will honor it.

Tom Jones from PLC addressed the Board with information.

This land is adjacent with other conservation land including the Alicia Walker property which is to the east of this property. This easement is from the Verna G. Martin Trust with Terry Knolls as trustee.

The Board would like to know how many acres are in conservation in Weare.

The Alicia Walker property is up for sale and there might be a buyer.

Selectman Leary noted in the last 3-4 years the town put a tremendous amount of property into conservation and has concerns about future development. He said, "I'm all for having open space and we already have a lot."

The process required a public hearing for the expenditure. The committee will provide the Town Administrator with a draft.

**Banks/Shmid Property:** The Shmid property is in the process for final easement language and will come before the Board for approval. The Board would not have objection of the Forest Society working out details and bringing forward for the Board's final approval. Field maintenance was discussed briefly.

**Gordon Brown Property:** Discussed mowing on Brown property. Mr. Brown stated that he will continue to mow the property on East Road this year, but it will have to eventually be added to the Town lawn care contract.

### **MEETING MINUTES:**

**Vice Chair Clow moved to approve the minutes from May 18, 2015 as amended; Selectman Hippler seconded the motion. Passed 5-0-0.**

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Chairman Lacasse moved to approve the minutes from May 27, 2015 as amended; Selectmen Bohl seconded the motion. Motion was approved 5-0-0.

### MANIFESTS, June 8, 2015

Chairman Lacasse moved to approve the Manifest dated June 8, 2015. Selectman Leary seconded to sign accounts payable and payroll checks dated June 11, 2015 as included in the following manifests:

Accounts Payable Manifest	\$ 276,426.26
Payrolls Manifest	\$ 40,588.54 (Includes payroll including taxes)
Weare School District	\$ 750,000.00
Weare School District	\$ 750,000.00 (Final 2014-2015 payment check dated 6/15/15)
Forest Fire Payroll Manifest	\$ 1,108.49 (May 26, 2015 Forest Fire)
<b>TOTAL</b>	<b>\$ 1,818,123.29</b>
<b>Passed 5-0-0</b>	

The following manifests were previously ordered to sign at the May 27, 2015 Board of Selectmen's meeting:

Payrolls Manifest	\$ 45,425.92 (Weekly payroll including taxes)
Forest/EMS Payroll Manifest	\$ 15,217.487 (May monthly payroll)
Forest Fire Payroll Manifest	\$ 86.99 (May 26, 2015 Forest Fire)
Forest Fire Payroll Manifest	\$ 225.82 (May 25, 2015 Forest Fire)

### UNLICENSED DOGS:

The Town Clerk created a warrant for 86 unlicensed dogs for the Board to sign. This list is then turned over to the ACO and civil forfeitures are issued at a cost of an additional \$25 per dog. *The Board signed the warrant.*

### INVENTORY OF TAXABLE PROPERTY FORM:

The Assessing Department has provided the Board with the PA 26 Form, "Inventory of Taxable Property" indicating to the State of NH that we do not use this form, as it is for personal property.

### WOLFCREEK PROPERTY CLOSING PAPERS:

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Town Administrator Bolton provided the Board with closing papers for the Wolf Creek Property that the Board agreed to purchase at the end of last year. *The Board signed the papers.*

### **TOWN ADMINISTRATOR'S REPORT:**

*Government Building and Maintenance Projects:* Town Administrator Bolton provided the Board with information on the quotes for the lead abatement and asbestos removal. The Board began reviewing the quotes and asked that more information be provided. This will be put on the agenda for the next meeting.

*Comcast Contract:* Expired Feb. 2015. Extension agreement was signed extending it to June 30, 2015. Bryan Christiansen will be on the June 22 agenda. A draft contract will be circulated as soon as it is received and in time for the Board to review it.

*Monthly Department Reports – April 2015:* Several departments indicate that there are no individual line items that are over in the operating budget. The Board would like additional information and notice as to if they are going to be over at the end of the year and if so, what would be the plan.

It was noted that on April 8, 2015, Tax Collector Sharon DeStefano attended a workshop. The Board would like Ms. DeStefano to share the information that she learned at the workshop with the entire staff.

In the Police Department report Chief Kelly reported that our effort to consolidate weapon systems is drawing to a close. At present, the Weare Police Department authorizes five different pistols for duty carry; those five weapons use .45 ACP, 9mm or .40 caliber ammunition. By mid-June, all Weare Police Officers will have completed training and NHPSTC mandated qualification and will carry the same Glock pistol and 9mm ammunition. The advantages to this consolidation are: common weapon system, common ammunition, common training, common qualification courses along with significantly reduced cost of ammunition for duty and training. This transition has been made at no cost to the Weare Police Department due in part to the generosity and technical assistance of Weare resident Frank Ferrante. Mr. Ferrante has taken all of our existing weapons and ammunition in trade; the overage of trade value has enabled us to also purchase new holsters and associated leather gear at no cost to the taxpayer. Internally, this project was tackled by Officer Shane Arsenault; his efforts on behalf of the agency have made this critical change as seamless as possible. The Board wanted to thank resident Frank Ferrante and Officer Shane Arsenault for making this happen.

The report further added the United States Department of Justice Bureau of Justice Assistance has requested permission to use the Weare Police Department body camera policy as a model in their to-be nationally published tool kit.

### **PUBLIC COMMENT**

None

### **CORRESPONDENCE**

None

### **NON PUBLIC SESSION**

**Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 9:45 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl –**

## **FINAL**

**yes; Selectman Leary – yes; Selectman Hippler – yes; Vice Chairman Clow – yes; Chairman Lacasse – yes. Passed 5-0-0**

**Selectman Hippler moved, Vice Chairman seconded to come out of nonpublic session @ 10:07 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**

**The Board discussed tax payments and tax deeding.**

**There is no Selectmen's meeting on Monday, June 15, 2015.**

## **ADJOURNMENT**

**A True Record.**

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Kathleen Humphreys, Recording Secretary