

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
August 24, 2015**

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

**RECORDING SECRETARY:** Kathleen Humphreys

**TOWN ADMINISTRATOR:** Naomi Bolton

**GUESTS:** Frank Campana, John Van Loendersloot, Beth Rouse, Lori Davis, Jan Snyder, Richard Butt, Chief Sean Kelly.

**Chairman Lacasse moved, Selectman Hippler seconded to enter into nonpublic session @ 6:30 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, Selectman Hippler seconded to come out of nonpublic session @ 7:05 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 this nonpublic session. Passed 5-0-0**

**Chairman Lacasse moved, Selectman Hippler seconded to enter into nonpublic session @ 7:06 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, Selectman Bohl seconded to come out of nonpublic session @ 7:38 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Leary – yes; Selectman Hippler – yes; Chairman Lacasse – yes. Passed 5-0-0**

**Vice Chairman Clow excused himself from the meeting at 7:22 PM.**

**Chairman Lacasse stated that the first nonpublic session was to discuss a police department personnel issue and the second nonpublic session was to discuss a public works department personnel issue.**

**7:40 p.m. Chairman Lacasse called the meeting to order.**

**PUBLIC COMMENT**

Resident Richard Butt commented about the timeframe for a noise ordinance and warrant article and stated he reviewed meeting minutes and noticed there has not been a public hearing. He felt there has been no action taken. He would like to Selectmen to look at the Planning Board.

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Mr. Butt had concerns about the black Dodge Charger seen around town with Massachusetts plates and wondered why Weare Police have been driving it. The Chief is present and will address it.

Mr. Butt wanted an explanation of the rate increase at the Transfer Station. After reading the rate increases he addressed two concerns; Demolition and sheet rock. He felt these two items make up the net loss. He felt the numbers don't justify the rate increase. Chairman Lacasse will provide an answer at a later date.

Resident Frank Campana also asked about a Chevy the police were driving. Plus he wanted to comment on the transfer station fees and asked the Board if they have looked at the new cost of shingles.

Mr. Campana commented, "The word tonight is monitor." After reading previous minutes about the Transfer Station rate increase Mr. Campana commented how the Board will monitor and asked what will happen. Mr. Campana questioned historically how former department funds have been monitored such as the police station furniture and communication in the police vehicles and he went on to have concerns about Mr. Redmond visiting a plant in Pennsylvania to inspect the vehicles pre-painted.

Finance Committee member Lori Davis commented the warrant for that money was for the fire department and anyone can contact the Selectmen for the information.

Mr. Butt questioned if there is a contract for hauling and if it's in the operating budget and wondered if the town is already paying for the service and questioned why there are fees.

Town Administrator Bolton said it was her understanding it's going into the general fund to offset it.

### **Department Heads/Committee items:**

Police Chief Sean Kelly explained the police department is test driving a variety of domestic made police vehicles. The officers are not allowed to make stops while driving the unmarked vehicles.

### **Discussion of 2015 Revenue to Date:**

Beth Rouse addressed the Board and presented a worksheet titled 2015 Revised Revenue Worksheet and went over the data.

The Right to Know copies was a one-time expense. The police are not doing details due to being understaffed.

Town Administrator Bolton inquired about interest and property taxes and pointed out that should solidify in the next few months. The bottom line is the revenue is lower than expected. One item noted was the bridge for \$1.6 million, money requested in the warrant, actually was bid at \$900,000.

In light of the question asked earlier in the meeting by a resident regarding monitoring the transfer station finances, the Board asked Ms. Rouse how often she receives a report from the public works department. The answer was weekly, but the billing company could take 3 months for a bill. Ms. Rouse will provide the Board a quarterly revenue report.

Selectman Hippler asked about discrepancies in the numbers for the transfer station. Mr. Rouse explained the cash register has a lot of buttons, for example for sheet rock, refrigeration and so forth, but that has been resolved.

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The Board signed the revised plan which will be submitted to the State. There will be one more opportunity to set the tax rate.

**Selectman Leary moved, Selectman Hippler seconded to authorize the chairman to sign the updated Health Trust Cobra Administrative Services. Passed 4-0-0**

### **Town Owned Building Maintenance Project Update:**

- The furnace work will start this week. The floor has been ordered and efforts are being made to schedule the work for next week. Since the last day of the month is next Monday, both projects are listed on August-September.
- The handicap parking spot has been moved to the side and will have to be repainted.
- Clinton Grove Academy will be painted this fall.

### **Committee Minutes:**

The Board discussed an email about town committees and the process of their minutes. The email will be sent to the entire Board so everyone is on the same page. It was noted some of the minutes are late and a reminder of the statutory requirement. The process of how the minutes are put on the website revealed some committees can upload the minutes themselves.

One volunteer committee expressed that they are all volunteers and there is no paid secretary to do the minutes, which is why they are not being done more timely. Town Administrator Bolton will inquire to see if there is interest and if it is even possible for a current town employee to provide that assistance.

### **Welfare Guidelines:**

Selectman Bohl signed the Welfare Guidelines and amended Personnel Policy that will be distributed to all employees.

### **Lease agreement for replacement copier through Leaf for the Police Department:**

**Selectman Hippler moved, and Selectman Leary seconded to enter into a lease agreement with a company called Leaf for a Toshiba 5540 copier for terms of 60 months and authorize the chairman to sign the lease. Motion passed 4-0-0.**

The police department's lease is up and this new copier will allow the department to have a central printer that works from many workstations reducing the number of ink cartridges required. Chairman Lacasse asked if they could have the savings information.

### **Manifest:**

**Chairman Lacasse moved, Selectman Hippler seconded to sign accounts payable and payroll checks dated Aug. 24, 2015 as included in the following manifests: Passed 4-0-0.**

<b>Accounts Payable Manifest</b>	<b>\$</b>	<b>129,414.36</b>
<b>Payroll Manifest</b>	<b>\$</b>	<b>46,675.28</b> (Weekly & monthly payroll including payroll tax)
<b>Weare School District Manifest</b>	<b>\$</b>	<b>250,000.00</b> (August 27, 2015 Appropriation)

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**John Stark Co-op Regional Manifest      \$      250,000.00    (August 27, 2015 Appropriation)**

**TOTAL      \$675,089.64**

**Passed 4-0-0**

*The following manifests were previously ordered to sign at the August 10, 2015 Board of Selectmen Meeting.*

**Payrolls Manifest      \$    43,068.05**  
*(Weekly payroll check date 08/20/15)*

**Forest Fire Payroll Manifest      \$    842.20**  
*(August 1<sup>st</sup> and 8<sup>th</sup> Forest Fires Payrolls)*

**There is no Selectmen's Meeting scheduled for Monday, August 31, 2015 nor Monday, September 7, 2015.**

**Please vote:**

**To order the Treasurer to sign payroll checks dated September 3, 2015 and September 10, 2015 estimated to be about \$80,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$80,000.00 for accounts payables that cannot wait until the next scheduled meeting of September 14, 2015 without incurring late charges or interest. Actual check amounts and reports will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting.**

### **ADMINISTRATIVE REPORT:**

Harassment training scheduled for the Board on Sept. 14, 2015 will need to be rescheduled. The Board has a personnel matter to be discussed in a nonpublic session that evening.

The Highway Department and Police Department have been asked to look at Thru Roads in Weare and consider what type of consequences it could have if it was decided to allow no thru trucking. This will require looking at the town map and ID possible routes. After due diligence, No Through Trucking will become an agenda item. Town Administrator Bolton shared that other communities have the same issues and provided information. Chairman Lacasse inquired to see when they could expect reasonable information.

Weare's Boston Post Cane Holder recently passed away on her 107<sup>th</sup> Birthday. The woman's family has been in touch with the town office. The canes were presented 105 years ago by the Boston Post to 700 towns. Other towns keep the original cane and present the holder a duplicate. Lyndeborough is one town that recently made a duplicate and the town administrator will inquire where their cane was made.

The Selectmen encourage the various town Boards and Committees to set the TV to broadcast the public meeting.

Lori Davis commented, "It's so much easier if residents can see how we arrive at decisions. Not everyone wants to come to the meetings but they want information. It helps them make good decisions when they vote. Anybody can come to our meetings, they can't vote but they can ask questions." Ms. Davis also noted that at times the

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outside doors at the town office are locked during meetings and it's important to keep the doors opened so the public can attend a meeting.

Selectman Hippler commented, after reviewing the Fire Department Manifest, on August 1, 2015 there was a brush fire off Wildwood Drive and on an island. Their fire equipment was brought out there by boat and they used a private resident's vehicle to transport the equipment to the fire scene. There was another fire off Brown Ridge Road that had to be accessed by Route 114 requiring the fire department to drag 1,200 feet of hose in to extinguish the equipment fire.

The Board stated that Deliberative Session will be February 6, 2016 at 9 AM at the Weare Middle School.

Starting Monday, Sept. 14, the Selectmen will meet every Monday evening.

### **MEETING MINUTES**

No action was taken

### **PUBLIC COMMENT**

None

### **CORRESPONDENCE**

None

### **OTHER BUSINESS**

None

### **ADJOURNMENT**

**Chairman Lacasse moved to adjourn at 9:02pm, Selectman Bohl seconded the motion. Passed 4-0-0**

A True Record.

Kathleen Humphreys, Recording Secretary