

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
October 5, 2015**

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

**RECORDING SECRETARY:** Kathleen Humphreys

**TOWN ADMINISTRATOR:** Naomi Bolton

**GUESTS:** Frank Campana, Jan Snyder, Sherry Burdick, Lori Davis and Frank Hebert.

**Non-Public Session**

**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 Leary seconded to come out of nonpublic session @ 7:55 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**

**Chairman Lacasse moved, Selectman Hippler seconded to seal and restrict these nonpublic session minutes. Passed 5-0-0.**

**7:59 p.m. Chairman Lacasse called the meeting to order.**

**PUBLIC COMMENT**

Resident Frank Campana commented that he would like taxes kept under 4% and for any excess funds to be returned to the taxpayers.

Sherry Burdick addressed concerns about the furnace and insulation at the Stone Building. The furnace was recently evaluated which revealed the ductwork was not cemented together the insulation in that area was thin and many portions were not taped resulting in losing a lot of heat in the attic space.

The company that did the work is no longer in business. Contractor accountability was discussed which led to the discussion of the practice to hire a general contractor to supervise jobs to ensure the work is done properly. Chairman Lacasse will make an effort to reach out to the building engineer who designed the project and see if he can assist.

The insulation work that was scheduled for this week has been postponed pending a course of action as a result of the furnace inspection. Ms. Burdick said it could reach 95 degrees upstairs and 45 degrees downstairs.

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The project would need to go out to bid.

### **Department Heads/Committee Items -DPW Update, Timber Operation, etc.**

Tim Redmond DPW Director addressed five topics:

#### **WAGE INCREASES:**

Mr. Redmond asked for hiring flexibility in terms of wages for new hires. The highway department has had an open position for a long period of time despite frequent advertising. Recent applicants have lacked a CDL license. The request is to compensate employees at a higher pay rate in the scale in order to be more competitive with other communities and attract qualified employees as well as to increase the pay rate of current employees still in their probationary period.

Mr. Redmond has concerns about filling vacant positions and future expected openings. Long-time employee Foreman Jon Osborne will be retiring this months and his pay is \$18.57/hour with a pay range of \$17.50-\$21/hour. Currently, the Dunbarton Transfer Station Foreman makes \$22.25/hour and New Boston \$28.25/hour and his assistant makes \$19/hour.

Mr. Redmond also wanted to thank Randy Dearborn who retired Thursday, October 1<sup>st</sup> after 39 years with the Highway Department of Weare.

Mr. Redmond recommends to suspend the practice of hiring new employee at the prior year's pay rate then increase it to the current year rate after the six-month probation period. New employees are at-will employees and not covered by the personnel policy until after probation period end, and they are covered under the union contract.

Mr. Redmond stated the increase is budgeted and will not adversely affect the current or future highway budgets and can assist in attracting and hiring new employees.

Current rate for equipment operator is \$17.50 per hour and an opening has been vacant for months. Equipment operator pay range is \$16.50-\$20. Current operators are at \$17.51.

Truck driver's rates are \$15.00-\$18.50. Currently, a truck driver makes \$15.92 but two new employees are at \$15.30, the old rate, and he wishes to move those employees to the new rate.

The foreman's position has been in the paper and three employees have signed up for it. Mr. Redman has received a couple of applications for the truck driver position but the candidates lack plowing experience. The department currently has two other greenhorns and it's a strain on the department to have that many unskilled plow truck drivers. Mr. Redmond also reached out to contractor that may be laying off for the winter who is looking for temporary work.

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**Selectman Clow moved, Selectman Leary seconded, to accept the DWP director's recommendation to hire at the rates stated: transfer station manager beginning at \$18.57/per hour, equipment operator to be offered a position starting at \$17.51/hour and truck driver at \$15.92/hour and to move the recently hired employees to this rate. Motion passed 5-0-0.**

All the highway department positions require a CDL license except the transfer station attendant which will be addressed to change in the future.

### **LOGGING**

Mr. Redmond would like to address unlawful driveway cuts from logging operations. Logging operations are required to apply for a temporary driveway permits for timber cut which are applied for at the land use office. There is risk to the road and access area, risk of mud and debris being deposited in the road and stone walls ordinance was being violated.

There is no control or ordinances with any teeth to recover any relief to damage from logging operation. Mr. Redmond felt it should be an across the board policy or ordinance that applies evenly across the board to a timber cut permitted operations and the applicant that signs the permit should be considered the responsible party.

In the last four years there has been 35 temporary driveway permits issued. In the permit, the applicant agrees to terms to install anti-tracking pads, maintaining the road and keeping it clean and be responsible for any damage. Mr. Redmond asked how he can assess the damages and there is no teeth to enforce it. Currently, driveway permits do not require a bond.

Town roads take a beating as a result of logging operations. It was mentioned that a resident from Sugar Hill was before the Board last Monday night to make a complaint.

Town Administrator Bolton mentioned that bonds are taken only during the time the asphalt plants are closed in order to cover the apron if it is not done properly or not done at all. Mr. Redmond recommends all driveway permits, temporary or not, be bonded. Public hearings were suggested to gather public opinion.

### **PAVEMENT PLAN PROPOSAL**

The 2016 season will be Deerhaven Road from River Road to the end.

The 2017 season is Pine Hill Road from Rt. 77 to the top.

The 2018 season is to work on Mountain Road.

The 2019 season is the second half of Mountain Road.

The 2020 season would be to make repairs on Perkins Pond, Lull Road and that general area that Mountain Road funnels through to get to the highway.

Other shim and overlay projects can be made once money is made available.

During the budget process, Mr. Redmond plans to address an RSA that states the towns are supposed to budget ¼ of 1% of the real taxable property in town for road overlays and repairs. At a minimum it will be \$25,000.

It is projected that future block grants for the next 17-years could equate to \$500,000.

Mr. Clow commented about comments from residents in the area of Mount William Pond Road and the access piece to Pond View Road which is in horrible shape and asked the DPW to see if they can address it.

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This year at the end of the pavement season, there is money to fix Short Street, which is a town road. Phase II of Gould Road will be done.

Mr. Redmond said the department has been very aggressive the past few years and has worked on 5,000 to 6,000 feet of road. He expects a smaller project such as Deerhaven Road would allow extra funds that could be used to pay some of the outlying areas and help stretch the budget. He would not want to shim a road that has cracks.

It was noted that areas on Mt. Dearborn Road will be addressed and the contractor will go back and fix a few sections because a thunderstorm occurred during construction which resulted in the pavement material being cold. These sections were also highlighted by a resident who spray painted red circles and posted the photos.

### **Snow and Ice Removal Standard Operation Procedures**

The standard operating procedure was last evaluated in 2004. Mr. Redmond will update the document and ask the Selectmen to review and sign the policy in the near future.

### **SOLID WASTE HAULERS AT TRANSFER STATION**

The town has four solid waste haulers at the transfer station which they receive permits for. The town charges residents a fee. Commercial trash haulers do use the transfer station.

Mr. Redmond contacted PRIMEX to ask about outside vendors using the transfer station and if insurance should be required. He received a memo from Mike Ricker of PRIMEX suggesting that commercial haulers be required to show proof of insurance and to add the town to the liability policy as an additional insured as a condition of the permit.

Mr. Redmond has concerns that someone doing business as a permitted hauler had an accident at the transfer station that it would be different than a homeowner who is there with their vehicle dropping off their personal trash. He also stated that commercial haulers are a business and business insurance is required from all other companies they do business with in town such as asphalt companies.

Think this could be part of permits which are due February 6, 2016.

### **NEW TRASH TRAILER**

The new trash trailer is on the factory floor and ready to be painted. Mr. Redmond would like to visit the plant in Pennsylvania for a visual inspection while the epoxy is being applied and stay for the painting process if time allows. The factory is a six-hour drive to St. Claire, Pennsylvania and asked permission to use the town credit card for meals, transportation and an overnight stay. Mr. Redmond explained this process is important and wants to inspect it to protect the town's investment.

Selectman Hippler was asked his opinion and he stated the primer is important and it makes all the difference and if the primer is not put on properly then paint could be flaking off in six months.

After questions and discussion, the Board denied the request for Mr. Redmond to travel to the factory to inspect the trash trailer.

### **TAX RATE SETTINGS**

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The tax rate will not be set tonight.

### MEETING MINUTES

Chairman Clow moved, Selectman Leary seconded to approve the minutes of September 28, 2015 as amended. Passed 4-0-1. Selectman Bohl abstained.

### MANIFESTS

Chairman Lacasse moved, Selectman Hippler seconded to sign accounts payable and payroll checks dated October 8, 2015 as included in the following manifests:

To order the Treasurer to sign the accounts payable and payroll checks dated October 8, 2015 as included in the following manifests:

Payroll Manifest	\$	43,800.5	(Weekly payroll including payroll taxes)
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Fire Dept. Payroll Manifest	\$	17,711.38	(Monthly payroll, September 2015)
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Accounts Payable Manifest	\$	43,767.05	
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Supplemental Accounts Payable Manifest	\$15,872.13	(Library October 2015 Appropriation)
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John Stark Regional Co-op	\$	250,000.00	(October 8, 2015 Appropriation)
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TOTAL	\$	371,151.06	
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Passed 5-0-0

### ADMINISTRATIVE REPORT

The Booth Bay Opera House has only has one torrified door which has been there for only a year therefore a recommendation from them would not be ideal.

The new furnace at Town Hall has been completed, inspected and propane tanks filled.

The Department of Labor did not show up for their appointment last Friday. It was determined to have the stair treads trimmed prior to the meeting with the Department of Labor.

Noise Ordinance: Chief Kellyø recommended changes have been forwarded to the Board. Weare campgrounds have been instructed where they can find the ordinance on the townø website.

PRIMEX will set a date to complete the remaining sexual harassment training sessions.

It was discussed it could be possible to address the øNo through Truckingö ordinance in November.

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The next Police Negotiations meeting will be held on Oct. 21, 2015 and the Town Administrator would like to Board's input on what the Board might be looking for in the next contract (possible language changes, etc.).

Dunbarton Perambulation: Chairman Keith Lacasse will meet with officials from Dunbarton on Sunday, October 18, 2015 from 1:00 p.m. - 5:00 p.m. to inspect the town lines. The inspection will start at 308 River Road and look at the granite boundary marks to make sure they are intact. Other Board members are welcomed to join them.

Two public hearings are posted for the October 19, 2015 meeting. They are an opening prayer at the Selectmen's meeting and the noise ordinance.

The Board reviewed budget documents.

It was discussed to address the tax rate at the Oct. 19, 2015 meeting.

### PUBLIC COMMENT

Lori Davis felt its small change to send DWP Director Redmond to inspect the hauler in Pennsylvania and that it's a valuable piece of equipment. She has experience in another town where the containers were out-of-service resulting in additional cost to the town. She wondered why the town is considering a general contractor for the Stone Building and sent a representative out for CALEA but won't grant this request.

Ms. Davis also wanted to comment on how the town has been outstanding in her dealings as a member of various committees in town.

Jan Snyder spoke about the Stone Building and mentioned that when the heating bills started to increase that Heleen Kurk and Sherry Burdick asked to review the bills.

### CORRESPONDENCES

Congratulations to DPW employees Steve Kenney and Joe Sarno who have reached level I Master Road Scholar. They attended a workshop through UNH at the T-square Center.

Selectman Clow visited the library. The Library Trustees have decided to go with a hard surface laminate wood flooring due to the recent fume problems with the new carpet. The carpet has been removed and replaced with the hard surface flooring at no cost.

**Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 10:05 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 @ 11:05 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 Hippler seconded to seal and restrict these nonpublic session minutes. Passed 5-0-0**

### ADJOURNMENT

A True Record.

**FINAL**

Kathleen Humphreys, Recording Secretary