

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
March 21, 2016

PRESENT: KEITH R. LACASSE, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; JENNIFER BOHL, SELECTMAN; FREDERICK W. HIPPLER, SELECTMAN; JOHN (JACK) MEANEY, SELECTMAN

RECORDING SECRETARY: Kathleen Humphreys

TOWN ADMINISTRATOR: Naomi L. Bolton

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

Chairman Lacasse moved, Selectman Hippler seconded to come out of nonpublic session @ 6:48 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes. Passed 5-0-0

The Board met with the final candidate to offer the DPW position.

GUESTS: Frank Campana, Jan Snyder, Bruce Fillmore, Mike Meyer, Stu Richmond, Don Rogers, DPW Director Tim Redmond, Finance Director Beth Rouse, Steve Roberts, Doug Hutchinson, Peter Flynn and Bob Richards.

7:00 p.m. Chairman Lacasse called the meeting to order with the Pledge of Allegiance and a moment of silence.

PUBLIC COMMENT

None

DEPARTMENT HEAD AND COMMITTEE ITEMS

F. Bruce Fillmore for Reappointment Planning Board-Full Member for 3 years.

Mr. Fillmore was present. He has been on the Planning Board for three years now and would like to continue. He feels that his background in home building and development gives the Board another insight. He felt that the Board has done a lot over the year as it has been quiet and he would like to continue. **Selectman Hippler moved, Selectman Meaney seconded, to reappoint Bruce Fillmore to the Planning Board as a full-member for a three-year term. Passed 5-0-0.**

Mike Meyer for Reappointment Zoning Board of Adjustment-Alternate member for 3 years.

Mr. Meyer has been part of the zoning board for a little over a year as an alternate. As an alternate he has had the opportunity to be seated on a couple of cases as a voting member. He has enjoyed it and feels it is his way of giving back to the community. **Selectman Hippler moved, Selectman Meaney seconded, to reappoint Mike Meyer to the Zoning Board of Adjustment as an alternate member for a three-year term. Passed 5-0-0.**

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Stu Richmond for Reappointment Zoning Board of Adjustment-Full member for 3 years.

Mr. Richmond has been on and off the zoning board since the Board was first established in 1988. He was on the first committee and then took some time away as he was busy with life. He is retired and has the time to give to the board. **Selectman Meaney moved, Vice Chair Clow seconded, to reappoint Stu Richmond to the Zoning Board of Adjustment as a full-member for a three-year term. Passed 5-0-0.**

Don Rogers for Reappointment for Zoning Board of Adjustment-Alternate member for 3 years.

Mr. Rogers was present seeking reappointment for another term as an alternate to the zoning board. He, just like Mr. Meyer are alternates and occasionally they get to sit as a full member on cases. He has enjoyed it and has the time to give to the community. **Selectman Hippler moved, Selectman Meaney seconded, to reappoint Don Rogers to the Zoning Board of Adjustment as a full-member for a three-year term. Passed 5-0-0.**

Loader Quotes

DPW Director Tim Redmond presented four quotes for a new loader. The purchasing policy recommends three quotes. He was directed to use the RFP process and obtain additional quotes.

Ambulance

Assistant Fire Chief Bob Richards was before the Board to present information valid for purchasing the new ambulance.

The department members are very satisfied with the Lifeline ambulances they have utilized and would like to purchase the new ambulance through Specialties Vehicles in Attleboro, Massachusetts and move forward with a diesel Ford 550 with all-wheel drive Lifeline truck. There is one chassis available, which would speed up the process by 20 weeks.

The chassis they want to purchase is available at the vendor and to complicate the process, Ford plans to shut down production of this chassis on April 17 then start-up again next September which would further delay the project. They have looked at other vendors and are happy with this chassis. This is the same one that the Town of Francestown just purchased and they have tried it and been very satisfied.

Selectman Hippler does not remember any problems with their Lifeline vehicles other than an AC problem but added the service support has been above and beyond.

Vice Chairman Clow moved, Selectman Hippler seconded, to give approval for the purchase of a Lifeline chassis from Lifeline Trucks. Discussion: Chairman Lacasse asked why this purchase is exempt from the purchasing policy. Board members felt that this purchase is a specialty item and this purchase is a continuation of what type of equipment that we have today. Assistant Chief Richards stated that there was a neighboring town that purchased another brand name, which he was not going to disclose and it is only three months old and it is back because the paint is coming off. The chassis is available today and if it goes out to bid we may miss out which would extend the process the additional 20 weeks. Assistant Chief also stated that the price they have finalized is less than the original number presented in the warrant article. **Passed 5-0-0**

Assistant Chief Richards will get the final number to the Town Administrator to begin shopping around for lease companies. The company offers financing but felt that we could probably do better with a municipal lease. Deputy Treasurer Jan Snyder offered to look into other lease companies once the number is presented.

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Finance Director Beth Rouse was present in case the Board has questions about the DRA form MS-535 which is the Financial Report of the Town from January 1, 2015 to December 31, 2015 that must be filed by April 1, 2016. The Board had no questions and signed the form.

Elect Board Officials

Vice Chairman Clow stated that he would like to withdraw his name for Chairman this year. Chairman Meaney stated that he was going to suggest the board consider six-month chairmanship terms, meaning one could be chair for the first six months and then the other could chair for the balance of the year. Selectman Bohl inquired if there is a calendar with deadlines that would allow the chairman to delegate tasks throughout the year so that nothing gets missed.

VOTE: Selectman Bohl made a motion, Selectman Meaney seconded, to re-elect Keith Lacasse as Chairman. Motion passed 4-0-1. Mr. Lacasse abstained.

VOTE: Chairman Lacasse moved, Selectman Bohl seconded, to re-elect Tom Clow as Vice Chair. Motion passed 5-0-0.

Clerk of the Works for Highway Garage

Steve Roberts and Town Administrator Naomi Bolton spoke at length with Weare resident Kevin Cahill about the Clerk of the Works role for the highway garage project which is a design build project. Mr. Cahill was Clerk of the Works for the Henniker highway garage project. They felt Mr. Cahill has a lot of experience to offer in the field and would like to discuss utilizing his skills through the bid process.

A draft request for qualifications (RFQ) was reviewed in which the town would specify what they are looking for from qualified companies. The project could take about five-months and the Board felt it was important to finish before winter. Mr. Cahill could be considered in helping with RFP, vetting contractors, awarding the bid and getting the construction documents. Mr. Roberts added that Mr. Cahill has followed this project and was happy as a tax payer the building was approved. He would be willing to work by the hour and gave a rough estimate 20-30 hours vetting, 20-30 hours for getting the final bid ordered.

Some Board members would like to see the person be involved for the entire process and also felt it was important to have someone with the experience such as Mr. Cahill who knows the project.

The Clerk of the Works services will be advertised and go in the construction report, NHMA website, Dodge Report, Union Leader, town website and in the Weare Post Office. Materials would be made available for applicants to review.

MEETING MINUTES

Vice Chairman Clow moved, Chairman Lacasse seconded to approve the minutes of March 14, 2016 as written. Passed 5-0-0

MANIFESTS

Chairman Lacasse moved, Selectman Hippler seconded to order the Deputy Treasurer to sign accounts payable and payroll checks dated March 24, 2016 as included in the following manifests:

Payable Manifest	\$ 64,232.32 (Weekly, Monthly & Quarterly payroll)
Accounts Payable Manifests	\$ 33,367.54

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TOTAL \$ 97,599.86
Passed 5-0-0

ADMINISTRATIVE REPORT

-Chimenti Property: The owner will be informed she would need to come back with an engineered plan that is in compliance to current road standards and that demonstrating that safety will not be compromised.

-Selected Exofficioes for Boards/Committeees/Commissions:

Planning Board: Vice Chairman Clow volunteered to be the representative. Selectmen Hippler and Bohl agreed to serve as backups.

CIP: Vice Chairman Clow volunteered to be the representative and Selectman Bohl will be the backup.

Parks and Recreation: Selectman Meaney volunteered to be the representative.

Stone Fund: Selectman Bohl volunteered to be the representative.

Heritage Commission: Chairman Lacasse volunteered to be the representative.

PUBLIC COMMENT

None

CORRESPONDENCE

Chief Kelly gave the Board information regarding the process and the two new officers that will be sworn in at next weekes meeting.

OTHER BUSINESS

Vice Chairman Clow stated that he has gotten a price from one vendor to refurbish the sign in front of the Town hall. The Board has no issue going to gather additional quotes from other companies for improvements, refurbish and replacement.

Selectman Hippler commented that DPW Director Tim Redmond did his due-diligence on the loader proposal by providing four quotes, but he also is not opposed to what Selectman Meaney requested.

Deputy Treasurer Jan Snyder will sign checks until the end of March to have a clean break before the audit.

Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 8:50 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes; s. Passed 5-0-0

Chairman Lacasse moved, Selectman Hippler seconded to come out of nonpublic session @ 9:25 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Selectman Meaney – yes; Vice Chairman Clow – yes; s. Passed 5-0-0

The Board discussed the distribution of raises of the non-union personnel.

ADJOURNMENT

A True Record.

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Kathleen Humphreys, Recording Secretary

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