

FINAL



WEARE BOARD OF SELECTMEN MEETING MINUTES July 18, 2016

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

RECORDING SECRETARY: Kathleen Humphreys

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Frank Campana, Jan Snyder, Bruce Fillmore, Jack Dearborn, Stu Richmond, Neal Kurk, Steve Roberts, Jeff Jackson, Marge Burke, DPW Director Benjamin Knapp, Hill Coyle, Brian Desfosses, Nick Stoico, Fire Chief Bob Vezina and Police Chief Sean Kelly

7:00 p.m. Chairman Lacasse called the meeting to order.

PUBLIC COMMENT

Neal Kurk wanted to thank the Board for making the temporary improvements to the gazebo to make it operational for the Patriotic Celebration and Old Home Day.

Marge Burke, Chairman of the Weare School Board is concerned with the River Road Bridge (near Rockland Road). Her concern is the safety for the school busses to be able to travel over it. She asked that Benji Knapp, Public Works Director work with the Business Administrator at the SAU and the Manager at the Bus Company and keep them apprised of any changes. Mrs. Burke also wanted to thank the police department. The department had made such a wonderful turnaround in light of all the recent events happening across the country. She would like to see the town to continue the support of financial needs of this department (cruisers).

State Senate Candidate Ruth Ward addressed the Selectmen. Ms. Ward lives in Stoddard, NH and she is running for NH Senate in the 8th district to replace Jerry Little who has moved onto another position. She is not here to make any political statements, just to introduce herself.

Frank Campana stated that in the Concord Monitor on July 9th and July 16th the towns of Canterbury and Webster have now hired part time police chiefs. He has concerns with chiefs retiring from one community and going to work part time in another community and while receiving state pensions. He feels it is wrong to work the system that way. He stated that he was also disappointed that the Selectmen didn't announce that the newest lawsuit was settled. He read it in the paper and would have preferred to hear it from the Board.

DEPARTMENT HEAD AND COMMITTEE ITEMS

Reappointment Full-Member to Conservation Commission, Jeff Jackson

Jeff Jackson was present and the Board asked why he wanted to continue with the commission. Mr. Jackson stated he learned a lot and would like to share that knowledge and continue serving. He said the Trails Subcommittee process is, "Time and maintenance and volunteers are always needed."

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Vice Chairman Clow moved, Selectman Bohl seconded to reappoint Jeff Jackson as a full member for a three-year term with the Conversation Commission. Motion passed 3-0-0.

Ambulance Update

Fire Chief Bob Vezina was present to provide the Board of an update on the ambulance. As the board is aware the ambulance that was going to be traded in is out of commission with a transmission issue. With that being said the vendor purchasing the old ambulance no longer wants it because of the transmission problem. This new change increases the purchase price by \$2,500, but it is still lower than the amount approved on Article 17 for the ambulance. The new number, without the trade is \$226,188. It is anticipated that the new ambulance will arrive mid-August once all the funding paperwork is complete. In terms of funding, the treasurer solicited quotes from leasing/lending institutions and only two were returned. Due to the time constraints and the arrival of the new ambulance shortly the Board needs to make a decision and decide which company to finance with. Kansas State Bank and TD Bank were the only two quotes received.

Vice Chair Clow moved, Selectman Hippler seconded to finance the new ambulance through TD Bank at the rate of 2.21%. Motion passed 4-0-0.

The finance agreement would be a three year lease/purchase with annual payments due in December. The annual payments were voted on and approved to come out of the Fire Department Vehicle Replacement Fund.

Police Department Update

Police Chief Sean Kelly was present. Chief Kelly stated that in 2014 the police began a Strategic Vision as a pathway to work on concerns for Selectmen. Part of the plan included a community survey. The mailing would cost \$7,000 and the decision was made to have the survey in the Clerk's office in April, which was expected to have an excess of 2,500 residents to register dogs and 1/12 of population to register vehicles. The police department did not see the raw data or who responded. The report was developed with assistance of the UNH Survey Center and sent to U.S. Dept. of Justice Diagnosis Center in Washington, DC for review. The survey had 164 responses. The survey looked at three general areas: Safety, Community Concerns and the Police Department.

SAFETY

100% respondents felt safe in their homes. Also a little less felt safe in the community. A slightly smaller group didn't feel safe driving at night. Comments included, "Need more coverage on overnight hours; Strong concerns with recreational use by runners and walkers on roads because many people speed consistently all the time."

CONCERNS

39% are concerned with burglary. Half are concerned their children are exposed to drugs and alcohol, while 2/3 are concerned about unsafe drivers (intoxicated and distracted). A vast majority of concerns in this area are speed related and cell phone usage.

Some of the comments were: "More traffic control; stop chasing drug lords and pick up DWI; Please don't target teens in Weare because of the cars they drive and I had to take matters into my own hands with cameras, lights and arm my daughters."

POLICE DEPARTMENT

The comments were pleased overall, 77% are satisfied with policing in town. Overall satisfaction is improving.

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Some of the comments were: "Past practices have hurt the community but you are turning it around; too many obstacles; what good is chief that lives in Maine and don't like the car going to Maine per his contract."

"Using card stock on this survey was unnecessary expense" was also a comment but the Chief explained it was \$10 more and the card stock is much easier to handle and work with for the staff.

Comments included: "Keep up the good work; Appreciate your effort; Awesome job; dislike AR-15; Police are not town friendly; Keep up the good work and stay safe; Heading in the right direction; Thanks; Too many lawsuits; It will take a long time to regain our trust; Smile more; All the officers I have met are fair, honest and likable plus Not friendly during police manners."

The Chief used the terms "generational trust". The survey will go into the strategic plan.

FLEET STATUS

Car 1: 2008 Ford Expedition with 71,000 miles is not Ford approved for duty due to a rusted frame.

Suggestion: Must be replaced in 2017.

Car 3: 2010, Primary patrol cruiser.

Suggestion: Must be replaced in 2017.

Car 5: Too rusted and does not qualify for emergency response. It has 156,000 miles and is on limited duty such as traveling for training or details.

Suggestion: Must be replaced in 2017

Car 6: 2013 Ford Explorer was recalled by Ford for the suspension. It is expected back late July.

Suggestion: Recommend replacement in 2019

Car 7: 2008 with 208,000 miles and is a primary patrol cruiser.

Recommend replacement in 2019.

Car 8 2008 Taurus with 104,744 miles is used by Chief Kelly.

Recommend replacement ASAP.

Car 9: 2011 with 111,704 miles is a primary patrol cruiser.

Recommend replacement ASAP.

Car 2: Animal Control Officer's vehicle with 208,000 miles. Recommend replacement in 2019. It can't pass inspection until the horn is fixed and may need new tires.

What does this mean financially?

In 2014 the approved maintenance budget was \$13,000 and it was 98% over budget at \$25,750.

The 2015 the approved budget line was \$13,000 and the cost to completion will be \$25,962 (99.71%)

The 2016 approved budget is \$30,000 which was expended by mid-June. As of June 30, 2016 \$39,042 was spent (33.51%). The estimate for completion is \$58,563 (95.21%)

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It was proposed for Town Meeting 2016 with the estimated trade-in values to be able to lease five fully-equipped police vehicles for \$45,000. There would have been two new leases in 2017 but would have been able to purchase two of the leases for \$1 each.

There is routine maintenance for some of the vehicles and half will need new brakes. There are expected to be unanticipated repairs maybe for transmission and brakes. Vice Chair Clow recommended putting an anti-rust undercoating on the Explorer while it's not in service.

Road Work

Brian Defosses, PE. Assistant District Engineer for State of NH DOT District 5 was present. Mr. Defosses stated that the culvert project on Rt. 77 will start August 1, 2016. An 18x18 stone box across Rt. 77 will be replaced by 36" concrete pipe. The existing retaining wall is failing, just west of Center Road, which is not stable and can't support guardrails. A new T-Wall retaining wall will be built. Rt. 77 will be closed for about 2-3 weeks. The plan is to have it rebuilt or have one lane of traffic before school opens.

Work crews will put a "business open" sign for the store. People should be able get in and out of their driveways but "No thru traffic" will be allowed. Marge Burke, Chairman of the Weare School District again asked if the State can coordinate with school bus company in case constructions schedule takes long.

River Road Bridge

DPW Director Benjamin Knapp was present

On July 1, 2016 a letter was received from NH DOT notifying the town that the River Road Bridge by Buzzard Hill has a serious condition and has been red listed. It will be posted at 20 tons. Quotes are being sought for a short-term and long-term fix. It was inspected the year after it was built in 1997 but it deteriorated quickly. Photographs are available of recent inspection. Necessary repairs could take the bridge off the red list to increase the load capacity but a long-term plan is necessary.

It was discussed the Lull Road Bridge is in the Fiscal Year 2017 State Bridge Aid Program and since that is not a high traffic bridge that a swap could be considered. If Lull Road is taken off the State Aid Plan it may have to wait until 2023 but it was noted that work is mostly culvert work.

A red listed bridge can qualify for more state aid (80/20 split) but it could still cost an estimated \$225,000.

Two engineer firms were asked for quotes to inspect the bridge and prepare both a short term fix and a long term fix by means of a repair/replacement. HE Bergeron and Klienfelder provided estimates. The HE Bergeron number was a fixed number where the Klienfelder estimate was a range. Klienfelder did the work on the Peaslee Road Bridge and had worked with the prior DPW director on a number for a repair/replacement of this bridge, so part of the work was already done.

The State engineers suggested a joint meeting with the Town Administrator, DPW Director and the engineers to discuss the situation of River Road Bridge as well as the idea of moving the Lull Road project out to 2023.

The steel on the arch looks in good shape. It is the deck beams that are rusting through. The steel was designed to rust quickly then the process slows down. The large section is W27-161.

Jack Dearborn, CIP Subcommittee Chairman mentioned this type of steel is allowed to rust. He said the webbing is gone. He said the steel arches are fine but underneath it's crumbling and in spots there is very little steel left.

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“Steel is very much suspect for any integrity,” was Mr. Dearborn’s opinion. Mr. Dearborn inquired who has design authority, the State or town. If the town does work are they responsible. He suggested contacting the original fabricator of the steel bridge.

Bruce Fillmore, CIP, asked with the weight reduction of this bridge to 20 tons and the bridge located on the north end of River road is rated E2, what happens to the businesses located on River Road? They can’t legally get out. The Board discussed possible routes of Buzzell Hill Road. The Board received a letter from Mt. William Inc. regarding the impact this will have on not only his business but others along River Road. He requested that temporarily the Board lift the No Thru Trucking restriction on Peaslee Hill Road as an option.

Vice Chairman Clow moved, Selectman Hippler seconded to hire Klienfelder to prepare a short term and long term fix for the River Road Bridge and for the funds to come out of the Bridge Improvement Fund. Motion passed 4-0-0.

Chairman Lacasse moved, Selectman Bohl seconded to temporarily remove the “No Thru Trucking” on Peaslee Hill Road but if town counsel determines it is not legal it will be revoked. Motion passed 4-0-0.

Discuss Traffic Counts on Hodgdon Rd. and Thorndike Road.

The Board reviewed a town map to determine where truck traffic would go if Hodgdon and Thorndike Roads were closed and SNHPC did a traffic study. Traffic counters were placed on Thorndike Road by Quaker Road and another on Hodgdon Road from June 1-June 6, 2016.

The data didn’t confirm a large number of trucks. It was noted a lot of the concern included speeding trucks. Jan Snyder pointed out there was a large logging operation in that area that ended early June. Chief Sean Kelly felt the traffic study indicated normal traffic and that it would be irresponsible to spend money there.

The consensus of Board is not to move forward with closing the roads to through-trucking at this time.

Tax Deeding of Property with 2013 Taxes

Chairman Lacasse moved, Selectman Hippler seconded to enter into nonpublic session @ 8:48 p.m. pursuant to the authority granted in RSA 91-A:3II (c). A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; and Vice Chairman Clow - yes. Passed 4-0-0

Chairman Lacasse moved, Selectman Hippler seconded to come out of nonpublic session @ 9:10 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; and Vice Chairman Clow - yes. Passed 4-0-0

Chairman Lacasse stated that the board met to discuss either deeding property that has unpaid taxes or to accept the payment arrangements provided by the taxpayers in lieu of deeding the property. For those that are deeded, there is a period of time in which the owners can buy the property back after all taxes are made current.

MEETING MINUTES

Vice Chair Clow moved, Selectman Hippler seconded to approve the minutes of July 6, 2016 as written. Passed 3-0-1. Chairman Lacasse abstained (he was not at the meeting)

MANIFESTS

Chairman Lacasse moved, Selectman Hippler seconded to sign accounts payable and payroll checks dated July 21, 2016 as included in the following manifests:

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Payrolls Manifest	\$ 45,876.13 (Weekly payroll including payroll taxes)
Accounts Payable Manifest	\$ 96,741.42
Supplemental Accounts Payable Manifest	\$ 11,018.64 (Includes taxes, credit union)
John Stark Reg. Manifest	\$ 450,000.00 (July 14, 2016 Appropriation)
Weare School District	\$ 1,000,000.00 (July 14, 2016 Appropriation)
TOTAL	\$ 1,603,636.19

Passed 4-0-0

The following manifests were previously ordered to sign at the July 6, 2016 Board of Selectmen meeting:

Payrolls Manifest	\$ 49,153.72 (Weekly payroll check date 07/14/16)
Supplemental Payroll Manifest	\$ 23,957.75 (Check date 07/14/16)
Accounts Payable Manifest	\$ 4,711.54 (Checks dated 07/14/16)

As there is no Selectmen's Meeting Scheduled for Monday, July 25, 2016,

To order the Treasurer to sign payroll checks dated July 28, 2016 estimated to be about \$55,000.00. Furthermore, to order the treasurer to sign up to the amount of \$50,000 for accounts payables that cannot wait until the next scheduled meeting of August 1, 2016 without incurring late charges or interest. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting.

Motion passed 4-0-0.

Chairman Lacasse inquired about the \$1,000 bill for the gazebo and was informed it was an electrical panel upgrade due to mice problems and an outdated panel.

It was brought to the attention of the Board a previous land-swap between the town and Mr. Reade at 111 Center Road for identical pieces of land allowing him to have road frontage on Rt. 114 was not legally completed because the land deed was not recorded. Mr. Reade would like to sell the property and the land needs to be transferred before it can be sold. The document requires the Selectmen's signature and to be notarized. The Board signed the deed and the Town Administrator notarized the deed.

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ADMINISTRATIVE REPORT

-The Social Media Policy will be discussed Aug. 1, 2016.

-PA38 Form Intent to Excavate for Thibeault Corp., Map 409-107. The Board signed the PA38 Form ó Intent to Excavate for Thibeault Corporation for Map 409 Lot 107 with a note stipulating öThe Selectmen do not concur or imply compliance with RSA 155-E and reserve the right to rescind their signatures for non-compliance.ö DRA contacted the Town inquiring about the gravel permit for this lot. The last gravel permit issued in the files expired in 2007. Thibeault Corporation has now applied for a gravel permit. The application was sent for review by Attorney Bill Drescher and a letter was generated to Thibeault Corporation informing them that before the Board can act upon the gravel application they would need to apply to the Zoning Board of Adjustment for a Special Exception. DRA recommended that the PA38 form is for a compliant gravel pit and that it would be appropriate for the Board to act upon the note regarding rescinding the signatures.

Vice Chairman Clow moved, Selectman Hippler seconded for the Board to rescind their signatures from the PA38 Notice of Intent to Excavation for Thibeault Corporation, Tax map 409-107, Clough Park Road. Motion passed 3-0-1. Chairman Lacasse abstained.

Government Building & Maintenance Projects:

Town Hall Doors: Vice Chairman Clow met Dave Caldwell from Mast Road over at the Town Hall before coming to the meeting. Mr. Caldwell and Vice Chairman Clow discussed a continuous gear hinge and will follow-up after the doors are measured by the manufacturer. Some members of the Board were uncomfortable with this.

Vice Chairman Clow moved, Chairman Lacasse seconded to start the process of replacing the Town Hall doors with the stipulation the Board review the warranty before placing the order for the Town Hall Doors with \$7,300 coming from the Mildred Hall Funds for Town Hall. Motion passed 4-0-0.

The Board discussed the need for a person who can take a Town project, develop specifications for bids, review the bids and provide site visits as need by, so we don't have issues. When subdivisions are done an outside engineer is used to oversee the road project and paid for by the owner/developer. This would be the same concept, except the Town would be the one paying for this service as needed when projects come up.

PUBLIC COMMENT

None

CORRESPONDENCE

-Received a letter from Chris Bolton regarding bridge and roads, which the Board would like attached to these minutes.

-Solar Up: The flyers have been sent out in which the vendors paid the cost.

OTHER BUSINESS

None

ADJOURNMENT

Chairman Lacasse moved, Selectman Hippler seconded to adjourn at 9:46 p.m. Motion passed 4-0-0.

A True Record.

Kathleen Humphreys, Recording Secretary