

FINAL



WEARE BOARD OF SELECTMEN MEETING MINUTES August 15, 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 Bolton

GUESTS: Frank Campana, Jan Snyder, Heleen Kurk, Dan Demers, Chip Meany, Michael Sullivan, Robert T. Pare, Cherry Palmisano, Mike Palmisano, Beth Rouse, Chantal Guerrette, Michael Guerrette

Chairman Lacasse moved, Selectman Meaney 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 Bohl seconded to come out of nonpublic session @ 7:00 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 Non-Public session was to meet the new library director and discuss deeded property.

7:01 p.m. Chairman Lacasse called the meeting to order.

PUBLIC COMMENT

Heleen Kurk from the Historical Society provided information about the Friends of Weare Library Book Sale on Aug. 20, 2016 and Weare's Old Home Day on Saturday, Aug. 27, 2016 from 10 AM to 3 PM. Ms. Kurk quickly went through the list of events for the day.

Resident Frank Campana asked if there was any involvement with PRIMEX in the most recent payout. He was informed that PRIMEX was not involved. He also wanted clarification about the involvement of the U.S. Department of Justice in terms of the development and result tabulation of the recent police survey. He inquired if the Police Department's Ford Explorer was back in service.

Chairman of the Trustees of the Weare Library Bob Pare introduced Mike Sullivan as the new Director of the Weare Library. Mr. Sullivan asked residents to reach out to the library if they can help groups with projects.

DEPARTMENT HEAD AND COMMITTEE ITEMS

Old Ford Garage

Building Inspector Chip Meany presented information that included before and after photographs of the Ford Garage, property cards, maps and information on RSA 155B which addresses the status of dilapidated buildings. He informed the Board there have been complaints about the old Ford garage for the past four years.

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The owner, Mr. Gaston Choquette, plans to attend the Aug. 29, 2016 Selectmen's Meeting to address the building. To date, he has not filed a demolition permit. There are concerns about hazardous material and possible asbestos in the building. It was noted there are old tires and debris that could be hazardous. An additional problem is a box culvert behind the building that is plugged up and has been filled-in with old tires which also diverts water and resulted in holes in the apron. There are vehicles and boats in the building

Mr. Meany wanted to make sure the Board is aware there is a serious problem at the building and it's been expatriated over the past year. The roof is completely collapsed inside the car barn on Rt. 149 and the front is falling towards the road. The Building Inspector felt that if the town does not hear anything satisfactory from the owner then they should file to have it taken down.

Chip Meany will contact NH DOT for the culvert issue and attend the Selectmen's meeting on Aug. 29, 2016.

Resident Cherry Palmisano voiced frustration that nothing has been done with the property. The water source under the building goes under her property and said there are four tires and a saw horse in the hole. She speaks in favor to take immediate action to demolish the building and removed the vehicles.

It was noted by a resident that the building is used for a maple syrup operation in the spring and teens go inside the building.

Dan Demers of Concord Stage Road is interested in restoring the building and has communicated this with Mr. Gaston Choquette. He thinks the building would be good for light manufacturing and the project would be beneficial to the town, he will provide plans to the Building Inspector.

Liability concerns are the safety factor and disposal hazardous materials.

Appointment to Park and Recreation Commission: Mike and Chantal Guerrette

Mr. and Mrs. Guerrette were present. They both would like to volunteer to the Parks and Recreation Commission. They felt it was time that they could give back to the community. Mr. Guerrette currently works for the Goffstown Parks and Recreation and felt he could help out. The children are older and now they felt it was time. The Board thanked them for volunteering.

VOTE: Vice Chairman Clow moved, Selectman Meaney seconded to appoint Chantal Guerrette as a full member for a three-year term on Parks and Recreation Commission. Motion passed 5-0-0.

VOTE: Vice Chairman Clow moved, Selectman Meaney seconded to appoint Mike Guerrette as a full member for a three-year term on Parks and Recreation Commission. Motion passed 5-0-0.

Library Furnace

Library Trustee Chairman Bob Pare provided quotes for new furnace for the library which ranged from \$7,200 to \$10,000. The Board informed Chairman Pare that the scope of the work needs to be the same for all so that the quotes we receive are apples to apples. Once three quotes were received a trip would need to be made back to the Board for approval.

Review 2016 Revenues with Finance Administrator Beth Rouse

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Beth Rouse reviewed the 2016 anticipated revenues with the Board. The Board will see the figures one more time before tax setting time which usually occurs in October. At that time, further adjustments can be made if necessary.

Forest Fire Vehicle

Fire Chief Bob Vezina was before the Board to request approval to finish outfitting the forestry vehicle (Warrant Article 18) which was approved by voters to spend up to \$60,000 for a forest fire vehicle and tonight asked to approve spending up to \$24,600 to outfit the cabin chase with the flat bed, lights and additional items. The chassis was purchased a while ago for \$35,400 and arrived a couple of weeks ago.

Chairman Lacasse moved, Selectman Meaney seconded to expend \$24,600 from the Fire Department Replacement Vehicle Special Revenue fund to completely outfit the forestry vehicle that was voted on by the people. Motion passed 5-0-0.

The Public Works, under the previous administration, had inquired about taking over the Durango, but it has not been talked about yet this year.

SOCIAL MEDIA POLICY

The Board looked at a draft copy that included all the suggested edits. They discussed that the town has limited ability to control personal social media pages and debated parts of the policy.

The Board discussed photos posted on personal website that were taken on town time on town property as a concern. Vice Chairman Clow felt there were items in the draft that were struck that he would like back in while Chairman Lacasse would like an explanation of some of the edits. It was suggested that town counsel attend the August 29, 2016 meeting to address the Social Media Policy.

LAWN CARE BID SPECIFICATIONS DISCUSSION

The Board discussed adding edging and mulching in certain locations and a list of other items to the lawn care bid. It was noted the care of the Safety Complex is well done and all town buildings should look as good. Preparing the cemeteries for Memorial Day was a concern as well as community pride.

The municipal contract for the fire ponds and cisterns was discussed. Currently, the municipal contract cares for the front lawn while the fire department mows the back lawn and the sub stations. The Board would like this to change.

The Board felt the language proposed by the contractor was good. Coordinating with Parks & Recreation for the infield edging is necessary and to be appropriate for age group(s) that would be playing at Bolton Field. There is a 4-step fertilizer plan for the fields and seeding ãas neededö and can go under additional work and charged appropriately. The updated contracts will go out in September or October.

EMPLOYEES EVALUATION FORM DISCUSSION

The Board members were sent various evaluation forms to review. Some they felt were more workable than others and approved of the City of Kimball form. It was discussed the department heads will do a self-evaluation then the Board will conduct the evaluation together. This topic will be on the next agenda.

MEETING MINUTES

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Vice Chairman Clow moved, Selectman Bohl seconded to approve the minutes of July 18, 2016 as amended. Passed 5-0-0

Vice Chairman Clow moved, Selectman Meaney seconded to approve the minutes of August 1, 2016 as amended. Passed 4-0-1. Selectman Bohl abstained.

MANIFESTS

Chairman Lacasse moved, Selectman Hippler seconded to order the Treasurer to sign accounts payable and payroll checks dated August 18, 2016 as included in the following manifests:

Payrolls Manifest	\$45,011.33 (Weekly payroll including payroll taxes)
Accounts Payable Manifest	\$24,337.27
John Stark Reg. Account Payable Manifest	\$250,000.00 (08/18/16 Appropriation)
Weare School District Payable. Manifest	\$450,000.00 (08/18/16 Appropriation)
TOTAL	\$769,348.60

The following manifests were previously ordered to sign at the August 1, 2016 Board of Selectmen meeting:

<i>Payrolls Manifest</i>	<i>\$ 43,835.63</i> (Weekly & monthly payroll check date 08/11/16)
<i>Accounts Payable Manifest</i>	<i>\$ 13,841.54</i> (Fire permits – check date 07/28/16)
<i>Accounts Payable Manifest</i>	<i>\$ 21,627.39</i> (Checks dated 08/11/16)

As there is no Selectmen's Meeting Scheduled for Monday, August 22, 2016,

To order the Treasurer to sign payroll checks dated August 25, 2016 estimated to be about \$50,000.00. 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 29, 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.

Passed 5-0-0

ADMINISTRATIVE REPORT

-The Town Hall doors were measured. It was mentioned the long screws are not going through the casing and it was suggested to put proper shims and blocks. The hinges are a high quality ball bearing.

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-Town Hall Project and Gazebo bids. Town Administrator Bolton asked for more proposals and will contact Mr. Lauer to bid. The wood rot at Town Hall had various quotes such as replacing it with PVC or wood and if it should be done in sections or as a whole.

-GARAGE

Four bids were received. The plan is to bring the companies in for a question and answer session. The Town Administrator felt they were similar in nature.

-River Road Bridge draft drawing, data and field report were complete and submitted to NH DOT. Town Administrator Bolton read an email with further details.

-Ambulance paperwork: The final paperwork was not ready for tonight. Town Administrator Bolton asked if the Board would give permission to the Chairman to sign paperwork if it came in before the next meeting.

VOTE: Vice Chairman Clow moved, Selectman Meaney seconded to authorize the Chairman to sign paperwork for the ambulance if it is ready between the regular meetings. Motion passed 5-0-0.

Cherry Palmisano from Henniker Selectmen's office contacted Weare regarding the perambulation and has volunteered to go as a Weare resident. It was last done in 1997.

-Margo McLeod's house has been removed. The office will inquire if the records were retrieved prior to removal.

-The Police CBA negotiations will start August 16, 2016 at 5:00 pm at the Safety Complex.

PUBLIC COMMENT

None

CORRESPONDENCE

Chairman Lacasse read a letter received from Weare Police Officer Kenneth Cox indicating that he will be retiring effective August 31, 2016.

OTHER BUSINESS

Chairman Lacasse asked if Chief Kelly could clarify the Department of Justice involvement for the town survey.

VOTE: Vice Chairman Clow moved, Selectman Meaney seconded to adjourn at 10:09 pm. Motion passed 5-0.

ADJOURNMENT

A True Record.

Kathleen Humphreys, Recording Secretary