

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
October 17, 2016

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

SELECTMAN JOHN (JACK) MEANEY, SELECTMAN was not present.

**RECORDING SECRETARY:** Kathleen Humphreys

**TOWN ADMINISTRATOR:** Naomi Bolton

**GUESTS:** Frank Campana, Jan Snyder, Lori Davis, Todd Fischer, PARC Director Karyn Stogner, DPW Director Benjamin Knapp, Peter Flynn, Penny Savage and Finance Administrator Beth Rouse.

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

Chairman Lacasse announced the tax rate will not be set tonight.

**PUBLIC COMMENT**

Todd Fisher was before the Board requesting approval for a new concession stand at Ineson Park to be built by volunteers. The two-level building will have an announcing booth. A 2x4 construction is proposed while the exterior will be vinyl for better upkeep and proposed roofing material will be metal or asphalt. The location will not interfere with the soccer field. Two sheds near the softball field will be demolished. The other concession stand will stay and Parks & Recreation Committee can use a portion of the shed for storage.

Mr. Fischer met with the Building Inspector Chip Meaney last week to review the plans and will further submit a materials list.

After the building is constructed a Public Hearing will be required to accept the building as a gift to the Town. Mr. Fischer will keep Weare Athletic Club (WAC), PARC and the Selectmen informed. It was noted a building permit is required but since this project is for a town building there will be no cost for the permit.

**Vice Chairman Clow moved, Selectman Hippler seconded to approve the building of a new concession stand and announcer booth at Ineson Park. Motion passed 4-0-0.**

Resident Frank Campana thanked Town Administrator Naomi Bolton for informing him prior to the meeting that the tax rate will not be set tonight. He discussed an article in the Concord Monitor about double-dipping in the retirement system and he has concerns this practice could impact the town of Weare.

Resident Penny Savage wanted to discuss a Facility Use application that she applied for on behalf of the Weare Farmer's Market for the Winter Market to use Town Hall every Friday from October to May. The application was denied at the last Selectmen's meeting. There was a question of the official address on the application. The application was resubmitted.

## **FINAL**

Ms. Savage stated the Weare Farmerø Market is a non-profit formed in 2011 with a Webster, NH address. Ms. Savage is a member of the Board of Directors. The State and Articles of Agreement list Weare as the address. She provided a proof of insurance. Individual vendors are responsible for their own insurance.

It was noted that the town was provided an incorrect proof of insurance and contact information from the applicant but that has been corrected.

A dialogue about other town organizations or residents that were turned away from renting the hall due to the fact the hall was booked every Friday occurred, as well as ways, to make it accessible to others. Ms. Savage said the Farmerø Market would be willing to work with other groups and would not turn them away if they need to set-up prior to their Friday evening event. For example, if the Boy Scouts want to sell popcorn, they could do it during the Farmerø Market hours.

It was discussed that a Weare resident should be the person who picks up the keys and should stay during the event.

The Board decided to table this topic until next week when there is a full Board.

Resident Lori Davis commended the Farmerø Market for what they do but felt that Weare residents should benefit from the rental of town hall and also mentioned that renters need to be careful of liability.

### **DEPARTMENT HEAD AND COMMITTEE ITEMS.**

#### **Highway, Transfer Station, Water & Sewer**

**DWP Director Benjamin Knapp**

#### **HIGHWAY:**

DPW Director Knapp is currently taking classes for sewer and water certification.

Line 01-431210-742 for Fuel Additive/Testing was reduced to \$2,500.

One of the Building Maintenance lines has been zeroed out. With the new building some items or supplies will need to be replaced, for example the lift. It was discussed some items may be a one-time purchase. Mr. Knapp will work with the contractors to learn how to maintain the building after the DPW take possession of it.

Cold patch has doubled to \$120/ton while hot top is \$68/ton. Recycling new pavement with a ðhot boxö method was discussed and if this one-time purchase could save money.

#### **TRANSFER STATION**

The training line decreased but training sessions are planned.

Line 77: Fuel Surcharge/Wait Time: It was noted the wait-time at the Wheelabrator increases the costs. Some of the delays were due to the radioactive kitty litter. The Board asked to check the contract for the wait-time.

The Board will be discussing fuel costs at a future meeting.

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DPW Director Knapp discussed the feasibility of Hazardous Waste Day in relation to the budget and noted if a resident shows up after the budget amount has been reached they have to turn them away.

**SEWER is billed for what is used.**

The Finance Committee didn't have any questions

A public hearing is scheduled for the next Selectmen's meeting to hear an increase for disposal of electronics. The electronic cost has increased to \$1,250/container. The goal of any change is to break even. The numbers were based on 6500 pounds per container. At times, the containers are not always full.

### **MEETING MINUTES**

**Vice Chairman Clow moved, Selectman Hippler seconded to approve the minutes of September 26, 2016 as amended. Passed 5-0-0**

**Selectman Hippler moved, Selectman Bohl seconded to approve the minutes of October 3, 2016 as amended. Passed 5-0-0**

### **MANIFESTS**

**Chairman Lacasse moved, Vice Chairman Clow seconded to sign accounts payable and payroll checks dated October 20, 2016 as included in the following manifests:**

|                                       |   |
|---------------------------------------|---|
| <b>Payroll Manifest</b>               | <b>\$ 45,352.76</b><br>(Weekly payroll including payroll taxes) |
| <b>Accounts Payable Manifest</b>      | <b>\$ 38,951.00</b>   |
| <b>John Stark Regional Manifest</b>   | <b>\$ 250,000.00</b><br>(July 21, 2016 Appropriation)           |
| <b>Weare School District Manifest</b> | <b>\$ 450,000.00</b><br>(July 14, 2016 Appropriation)           |
| <b>TOTAL</b>                          | <b>\$ 784,303.76</b>  |

*The following manifests were previously ordered to sign at the October 3, 2016 Board of Selectmen meeting.*

|                                  |   |
|----------------------------------|---|
| <b>Payroll Manifest</b>          | <b>\$ 47,081.71</b><br>(Weekly payroll check date 10/13/16) |
| <b>Accounts Payable Manifest</b> | <b>\$ 48,663.59</b><br>(Checks dated 10/13/16)              |

**Passed 4-0-0.**

**Vice Chairman Clow moved, Selectman Hippler seconded to authorize \$10,500 to come from the CIP Cemetery Construction Fund to repair the entrance wall to Pine Grove Cemetery. Passed 4-0-0.**

### **ADMINISTRATIVE REPORT**

-Test pits were completed at gazebo and documented with photographs.

## **FINAL**

- The Noise Ordinance Subcommittee plans to meet Oct. 19, 2016 at 7:00pm.
- The CIP will meet Oct. 18, 2016 with the Finance Committee at 7 PM.
- Election Assignments for Nov. 8, 2016: Jennifer Bohl can be available during the day, Tom Clow after noon, Keith Lacasse is available, Ricky Hippler can be available during the evening.
- Town Administrator Bolton and DPW Director Knapp have completed their self-evaluations. Chief Kelly still needs to complete his.

### **2017 Budget Meetings ó Tentative schedule**

Oct 24, 2016 - Library and Police Departments

Oct 31, 2016 - Payroll/Benefits ó all related expenses. Fuel discussion.

Nov. 7, 2016 - CIP presentation by Jack Dearborn

Nov. 14, 2016 - Second trip to Board. Wrap up and finalize budgets

Nov. 28, 2016 - Work on warrant articles

## **PUBLIC COMMENT**

Resident Jan Snyder asked about the medical insurance increase she read in the Oct. 3, 2016 minutes. It was explained this 11% increase is for the second half of the year and the exact increase will not be known until December. The minutes will be changed to reflect this increase affects all departments.

Vice Chairman Clow asked a notice be sent to all the Boards to turn in their minutes and that handwritten draft notes are acceptable until they can be official typed. Minutes are due in 144 hours.

## **CORRESPONDENCE**

The Board received a letter received from Weare School Board and the principals dated Oct. 3, 2016 to address problems at the skateboard park on the grounds of the Weare Middle School that has resulted in severe fights, vandalism, vulgar language and disrespectful actions towards teachers. The letter requested a meeting to discuss the clarification of responsibilities for the park. The Board will set up the meeting once all the minutes have been researched for the clarification of responsibilities.

## **OTHER BUSINESS**

Perambulation with Henniker took place on Saturday, Oct. 15, 2016.

**Chairman Lacasse moved, Selectman Bohl seconded to enter into nonpublic session @ 9:05 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes. Passed 4-0-0**

**Vice Chairman Clow moved, Chairman Lacasse seconded to come out of nonpublic session @ 9:29 p.m. A roll call vote was taken, Selectman Bohl – yes; Selectman Hippler – yes; Chairman Lacasse – yes; Vice Chairman Clow – yes. Passed 4-0-0**

**Selectman Hippler moved to seal and restrict these minutes of this nonpublic session, Chairman Lacasse seconded the motion. Passed 4-0-0.**

## **ADJOURNMENT**

A True Record,

Kathleen Humphreys, Recording Secretary