

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
March 26, 2018

PRESENT: FREDERICK W. HIPPLER, CHAIRMAN; JOHN (JACK) MEANEY, VICE CHAIRMAN; JON OSBORNE, SELECTMAN; JAN SNYDER, SELECTMAN; SHERRY BURDICK, SELECTMAN

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Richard Butt; Doug Alwine; Heleen Kurk; Lori Davis; Frank Campana; Jack Wyatt Ries

Vice Chairman Hippler called the meeting to order at 7:00 PM, welcomed everyone present and watching, followed by the Pledge of Allegiance. Vice Chairman Hippler stated that as the schedule states the Board was supposed to have a nonpublic but the resident had something come up and had to cancel to a future agenda.

ELECTION OF CHAIRMAN AND VICE CHAIRMAN:

Selectman Snyder moved, Selectman Burdick seconded to nominate Frederick Hippler as Chairman. Vote: 4-0-1 (Hippler abstained). Chairman Hippler moved, Selectman Burdick seconded to nominate Jack Meaney as Vice Chairman. Vote: 4-0-1 (Meaney abstained).

DEPARTMENT HEAD/COMMITTEE ITEMS:

Cable Committee Equipment Purchase: Chairman Hippler recognized Richard Butt from the Cable Committee. Mr. Butt stated that they are requesting an expenditure from the Cable Equipment Capital Reserve Fund. There is currently \$36,551.75 in the fund. They are looking to expend an amount not to exceed \$1,000. They are looking to purchase a dual channel wireless system with two (2) lavalier (lapel) microphones for \$549 and two (2) wireless handheld microphones for \$278 for a total of \$827. The difference of \$173 and the \$1,000 would be to cover any miscellaneous expenses necessary to get these up and running. There are two reasons for the equipment. First they are doing local programming now. It's much more convenient to have the lapel microphones when the person doing the talking is walking around. Second, two wireless handheld microphones were to have control over the equipment. If anyone went to deliberative session and the candidate's night, there were some equipment failures. The cable committee is moving toward using their own equipment at the programs/events, so that they are ready and won't have failures. The audio portion is done through the school. **Vice Chairman Meaney moved, Selectman Snyder seconded to approve the expenditure for four (4) microphones, two (2) lapel and two (2) hand held and the wireless system for a cost not to exceed \$1,000 and to have the funds come from the Cable Equipment Capital Reserve Fund. Passed 5-0-0**

Reappointment to Cable Committee: Chairman Hippler asked Richard Butt to stay at the podium as he is also present to be reappointed to the Cable Committee. Mr. Butt stated that he feels like he still wants to volunteer. He stated that he hasn't done as much as maybe he should be doing but Doug Alwine, who is up next, is doing most of the work. He and Mr. Lawton are doing some work but in the next few months they will be doing more

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and hoping to take some of the work load away from Mr. Alwine. They will be doing more local programming which is what a local cable committee should be doing. Chairman Hippler stated that he appreciates what the whole cable committee does for the Town. **Vice Chairman Meaney moved, Selectman Burdick seconded to reappoint Richard Butt to the Cable Committee for a 3 year term. Passed 5-0-0**

Reappointment to Cable Committee: Chairman Hippler asked Doug Alwine to come to the podium. Mr. Alwine stated that the last time he was up here Mr. Butt was on the other side of table. At that time, he asked Mr. Alwine why he wanted to do this and his reply at that time was insanity. Chairman Hippler repeated his appreciation of what the cable committee does and thanks everyone. **Selectman Snyder moved, Vice Chairman Meaney seconded to reappoint Doug Alwine to the Cable Committee for a 3 year term. Passed 5-0-0**

Town Administrator Bolton asked the Board how they wanted to handle all the other reappointments to the various committees. In years past they have all come before the Board for a very, very brief session. Over the years there has been discussion about whether or not to have the reappointments come back or just reappointment the volunteers provided all the paperwork is properly filled out and signed by the chairman of that particular committee. The consensus of the Board was that renewals would not need to make the trip back to the Selectmen.

Selectman Snyder asked Town Administrator Bolton to give an update on the various boards with regard to volunteers. Town Administrator Bolton stated that there are vacancies in most of the committees but the Conservation Commission is probably the most needed committee. They currently only have four committee members and on several occasions they have had to cancel for lack of quorum. Selectman Burdick stated that she would be interested in sitting on the Conservation Commission. Town Administrator Bolton stated that it would be great but she would be sitting as a resident not Board member.

ACO Job Description Discussion: Chairman Hippler stated that Chief Kelly is not here this evening. There were a few corrections with regard to the definition of domestic animals that were not completed, so it will be put on next week's agenda.

Warranty for the John Deere Backhoe: Town Administrator Bolton brought forth the warranty for the backhoe that was approved at Town meeting. Town Administrator Bolton stated that she did not send it to Town Counsel. The Board felt that they would like to know the cost and what it covers, which would be a better question for the DPW Director. The Board would like to have it addressed with Director Knapp next week when he comes in.

MEETING MINUTES:

March 12, 2018 Minutes: Selectman Snyder moved, Chairman Hippler seconded to approve the March 12, 2018 minutes as amended. Vote: 3-0-2 (Osborne and Burdick abstained)

March 19, 2018 Minutes: tabled until next week.

MANIFESTS:

Chairman Hippler moved, Selectman Burdick seconded to order the Treasurer to sign accounts payable and payroll checks dated March 29, 2018 as included in the following manifests:

Payroll Manifest

\$ 57,083.53 (Weekly & quarterly payroll)

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Supplemental Payroll Manifest	\$ 45,485.70
Accounts Payable Manifest	\$ 70,939.19
John Stark School Accounts Payable Manifest	\$ 250,000.00
TOTAL	\$ 423,508.42

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**Passed 5-0-0**

**ADMINISTRATIVE REPORT:** Town Administrator Bolton went through the following:

*Weare Baptist Church* ó Town Administrator Bolton stated that there has been some more research and information brought forward tonight regarding this. The information has been forwarded to Avitar Associates and Town Counsel, so there will be no decision made tonight on this. Selectman Burdick stated that the Attorney General's office has been looking into this since 2012, so without having this looked into the Board will wait on Town Counsel.

*HealthTrust Insurance Rates* ó Town Administrator Bolton stated that in the fall the Town was notified of our Gross Maximum Rate for 2018 which was +0.06%. The Town was notified that on March 20, 2018 the HealthTrust Board revisited the rates and we have been given a new rate of a -6.6% (decrease). This represents approximately a \$15,000 savings, as it represents only the second six months of 2018. Only one signature is needed, so a motion to authorize the Chairman to sign the rates. **Vice Chairman Meaney moved, Selectman Burdick seconded to authorize the Chairman to sign the document for the HealthTrust rates. Passed 5-0-0**

*TA Office Room* - ServPro came out on Friday, March 23<sup>rd</sup> and looked at the damage. It was his opinion that it did not look like black mold. He was supposed to put his findings in writing and email it so that the Board can have it. As of tonight it was not received.

*Custodian Position Details*- to be on the next agenda of April 2<sup>nd</sup>

*Joint Loss Management Committee* – next meeting will be June 20<sup>th</sup> @ 11 AM

*ACO Position* – to be on next week's agenda. The only item left is for a definition of "domestic animals".

*DPW Part Time Secretary* – Four (4) candidates were interviewed between Wednesday & Thursday, two (2) dropped out due to getting full time jobs elsewhere. DPW Director Knapp will be coming in next week with the potential candidate for a brief nonpublic session under (b) at 6:15 PM.

*Public Comment Questions* ó Town Administrator Bolton stated that each week there are questions asked of the Board that can't be answered right there. After a discussion with Chairman Hippler Town Administrator Bolton stated that she would take down the questions, research them and return the answers in the following administrator's report. Last week there was a question raised about where the \$15,000 spent from the legal line was spent on. The majority of the legal expenses were for general matters such as right-to-know requests, review of all the warrant articles including the petition warrant article. There is an on-going legal case with Granite State Communications for the Fairpoint proration. There was also preparation, attendance and travel expense for the Deliberative Session and lastly the lawsuit regarding the default budget. There was one invoice related to personnel issues that totaled approximately \$4,200, which was for service in 2017 but unfortunately the Town did not get billed until just recently, so it comes out of the 2018 funds.

*Exofficio Representation to Committees* – CIP Subcommittee ó Selectman Snyder; Planning Board ó Jack Meaney; Parks & Recreation ó Selectman Osborne; Stone Fund ó Chairman Hippler; Heritage Commission ó inactive. Conservation Commission ó although not a committee Selectman Burdick is interested in serving on.

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*Changing around Public Comment* – Town Administrator Bolton stated that last week the Board discussed having a full Board discussion of a proposed change. Selectman Snyder asked if we were talking about moving it up and having one at the end. Selectman Osborne stated that he doesn't have an issue with it but he feels that it should not be a question and answer period. Selectman Osborne moved, Chairman Hippler seconded to have public comment at the beginning with a time frame of 15 minutes for discussion. The Board felt that 15 minutes might be too restrictive and too short. The Board felt that possibly 5 minutes per speaker would be ample. After discussion the board withdrew this motion. **Selectman Osborne moved, Vice Chairman Meaney seconded the motion that Public Comment be moved to the front of the agenda with 5 minutes per speaker be implemented and eliminate a second public comment. Passed 4-1 (Snyder opposed).**

### **PUBLIC COMMENT:**

Frank Campana, Quaker Street, stated that last week when the Police Chief was talking about coverage, he did some research and in the 2006 report Article 28 requested two (2) additional officers which passed (page 133) which would provide coverage 24/7. He qualified that by saying there was a lot of overtime used at that time. He further added that MRI did a report that highlighted there was an abuse of overtime and some other infractions. His main point as someone sitting on the other side of the table, it's going to be hard to distinguish fact from fiction when he hears the State Police discussion.

**CORRESPONDENCE:** Chairman Hippler stated that he received an email from a resident off of Pine Hill requesting that he and the DPW director look at that road. He did look at it and it is in poor shape. There are two big issues that face this town and the infrastructure of roads is one. There are subdivisions done in the late 80's and early 90's, were roads like this have been neglected over time. He did speak with DPW Director Knapp over the weekend and reported that he couldn't have replied back any better. After the secretary is hired the director's plan is to do a study of all the roads prior to going to CIP that will lay out the conditions and lengths for a possible bond issue.

**OTHER BUSINESS:** Selectman Burdick reported that after listening to Chief Kelly she had some thoughts and reached out to the Goffstown Police Chief regarding the number of calls that have been handled during the time we have no officers on duty. The Goffstown Police Chief reported they had a total of 20 calls for service between 3 AM and 7 AM, and the majority of them were for alarms. Selectman Burdick received an email that she shared with the Board. Selectman Burdick also has reached out to Lt. Brian Trask from Troop B of the State Police regarding coverage indicating that they will still come to Weare although it may take time. Vice Chairman Meaney stated he has had a similar conversation with the Colonel at the State Police. Selectman Snyder stated that she would like to have this conversation with the Chief next week while he is here. Chairman Hippler stated that he would like to have something on NH State Police letterhead outlining what is or is not going to happen.

Selectman Snyder stated that there were two things that we were going to have put out to bid, one is for electrical and the other is for plumbing we are looking just for a per hour price on those. The bell tower should be put out to bid sooner than later to get that started. Evictions need to be run by Town Counsel in preparation of putting properties out to bid. Town Administrator Bolton pointed out that the gentleman that is going to do the auction should be consulted as well. Selectman Snyder felt that we didn't need him involved right now. Selectman Osborne felt that his thought is to get the land only properties ready to be put out to bid now and possibly work on the others for a fall auction. Selectman Burdick asked for a list of all the property. Selectman Snyder stated that she has all the information. She feels that we should have a workshop to go over properties. Selectman Burdick asked if the property we are talking about is in an excel spreadsheet for the Board. Selectman Snyder stated she has all the property card copies but not in excel.

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Selectman Osborne stated that when we put the bell tower out to bid he would like to see the rot incorporated with the bid as the contractor will have the lift here already. Town Administrator Bolton asked Selectman Burdick if she would be willing to review the bell tower RFP and add the appropriate language for the rot.

Selectman Osborne stated that back when we voted to give Thibeault Corporation their gravel permit it was only until March 31<sup>st</sup>. The Board stated that if there was no new information provided he should be issued a cease and desist until he can become compliant again.

Selectman Burdick asked if the electrical and plumbing bids were only for in Town contractors. Town Administrator Bolton stated she will solicit outside of Weare because there are lots of contractors that won't work for the Town for some reason.

Vice Chairman Meaney handed around a proposed summer schedule, starting on April 30<sup>th</sup> and ending on Labor Day, September 3<sup>rd</sup>. The Board took the copies and felt it could be voted on in the next few weeks depending upon how much gets done over the next four weeks. Chairman Hippler stated that once we get a lot of what was discussed tonight we can revisit it. Vice Chairman Meaney stated that tonight this was just food for thought.

Selectman Snyder stated that she and Selectman Burdick would like to attend the "Hard Road to Travel" work session on April 27<sup>th</sup> from 9 AM to 12:30 PM. Town Administrator Bolton will register both Selectmen.

Chairman Hippler thanked the Board for electing him Chairman tonight. It will be a learning curve. He stated that under his guidance he has expectations of all the Board members. We are all here for the same goal and that is to manage the Town. First is that he expects the Board to work unified regardless of personal feelings. Second is that any correspondence that comes to single board members that it gets shared with the entire Board and the Town Administrator. Third, if you hear something that is a rumor please take the time to investigate it and correct it right away. Lastly, if Board members have any questions what so ever they need to go through Town Administrator Bolton first and not around her regardless of the information. She has an abundance of knowledge and in most cases will be able to know it or know how to get it. She also has her thumb on the pulse of this building. He looks forward to the upcoming year.

**Being there was no further business to come before the Board, Chairman Hippler moved, Vice Chairman Meaney seconded to adjourn at 8:19 PM. Passed 5-0-0**

## ADJOURNMENT

A True Record.

*Naomi L. Bolton*

Naomi L. Bolton  
Recording Secretary