

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 16, 2018**

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

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Lori Davis; Gary J. Cote; Steve Roberts; Beth Rouse, Finance Administrator; Fire Chief Bob Vezina

Chairman Hippler called the meeting to order at 6:15 PM before the Board entered into nonpublic session.

NONPUBLIC SESSION:

Chairman Hippler moved, Selectman Meaney seconded to enter into nonpublic session @ 6:15 p.m. pursuant to the authority granted in RSA 91-A:3II (c). A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0

Chairman Hippler moved, Selectman Meaney seconded to exit this nonpublic session @ 7:03 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0

This nonpublic session was to meet in nonpublic session to discuss personnel issues.

At 7:04 PM Chairman Hippler welcomed everyone present and asked for those present to join the Board for the Pledge of Allegiance.

PUBLIC COMMENT:

Gary Cote, 25 Waterman Road was present. Mr. Cote stated that he was here last Monday asking for help with the issue down on 10 Waterman Road and bringing junk vehicles down along the road. The gentleman is still carrying on in a disorderly manner, revving up his motors and tearing up the road, climbing the trees and dressing them up in orange construction fence. The police were down there four times last weekend. Mr. Cote doesn't understand why he was not arrested for disorderly conduct. He wondered if any of the selectmen had time to take a ride down there to see what it looks like. Several of the Board members have been down there. Mr. Cote asked if there was anything the Board can do to help them. Vice Chairman Meaney stated that he went down with the Code Enforcement Officer and it is in the works. The other thing is that if the police get there and don't actually see these actions transpiring, they can't act. Someone from there that sees it would have to go and sign the complaint and appear in court to prosecute. Vice Chairman Meaney stated that it is not a dead issue but it's up to the residents to file the complaints. The statutes are very clear that state if the actions don't take place in front of the officer they can't take any action. The witnesses would have to actually go and swear to the

FINAL

complaint and be the witness in court. Mr. Cote stated that he has been down to the police station many time and that was never explained to him. He has been down there with videos, signed complaints and they never hear anything back from the police. Mr. Cote stated that he has been there for animal control issues because for four days prior to the snow storm, his sheep was grazing on his lawn. Vice Chairman Meaney suggested that he go down to the police station and see if he can speak with the prosecutor, who is an attorney. The Board assured Mr. Cote that it was not a dead issue. Mr. Cote thanked the Board for their time.

DEPARTMENT HEAD/COMMITTEE ITEMS:

Appointment to Conservation Commission ó Lori Davis: Lori Davis was present. Ms. Davis stated that they needed help and she has the time. Chairman Hippler asked is that was the only reason or were there others. Ms. Davis stated that part of the reason she moved to Weare. She likes country and nature, lots of other areas of the country have destroyed the natural forest and the animals. She felt they are a gift to us and she likes to be involved with things that involve both of those things. She has the time to help. She thinks that it is very important that Weare retain its concern with conservation. People like the rural nature here and somebody has to help maintain that and she has volunteered. **Selectman Burdick moved, Chairman Hippler seconded the motion to appoint Lori Davis as a member of the Conservation Commission for a 3 year term. Passed 4-0-1 (Osborne abstained).**

Appointment to Zoning Board of Adjustment ó Gary Shelto: Chairman Hippler stated that Mr. Shelto is interested in being an alternate to the Zoning Board but could not be here tonight. **Vice Chairman Meaney moved, Selectman Snyder seconded to appoint Gary Shelto as an alternate member of the Zoning Board of Adjustment for a 3 year term. Passed 5-0-0**

Fire Department ó Equipment Update: Chief Vezina stated that the ladder truck that we have, broke. We weren't entirely sure how significantly it was broken, but it is significant. That information was made known to Primex and now we have some options. Chief Vezina handed around a copy of the letter from Primex regarding the status of the ladder truck. The ladder truck suffered a catastrophic ladder failure during the operation of the aerial ladder. Some of the safety mechanism got messed up and subsequent damage was caused to particular components of the aerial plus the aerial itself. Due to the age of the ladder, which is a 1990 or 1991, parts can't be purchased for this truck. The manufacturer, Seagrave, won't even make parts for this truck. They have no parts available and they cannot make parts. So, this leaves us with a couple of different options. The truck is currently in Massachusetts and they could fix it because it is metal and can be welded, but it would be a very expensive option. So, Primex is essentially at the payout part of a discussion. The Chief and the Board of Firewards have had an internal discussion to see if this is something that they even want to pursue, to fixing the current truck. The consensus was that the Board was not interested in pursuing that option. So that leaves Primex cutting a check to the Town the net of \$53,000. Primex was asked, what if they don't want a ladder truck but possibly some other type of vehicle, was that something that they would entertain purchasing directly. They had no problem with that. They would just need authorization from the governing body with direction as to where we want them to write the check. Chief Vezina asked the Board if they had any questions about the ladder truck. Selectman Burdick asked how many times the ladder truck has been used. Chief Vezina stated that he didn't have the exact number but it is not been used very often since he has been here. The opinion of the Board of Firewards and the Chief was that it wasn't worth putting any money into that particular truck. Chairman Hippler asked what the Board of Firewards came up with for other options. Chief Vezina stated that one of the options that had come up was in the CIP for 2019 is a replacement Chief's vehicle, is this money something the Board would entertain using the funds for this to speed that purchase along. Does that decision lie with the Board of Firewards or the Board of Selectmen or both? Vice Chairman Meaney asked if they were looking for some other piece of apparatus to replace this. Chief Vezina replied not as a major piece no. They

FINAL

were not interested in getting another aerial ladder. When the ladder truck was originally purchased in 2006 the ladder situation in the surrounding communities was different. The ladder was purchased and he could see how that decision was made. Since then Goffstown has purchased a new truck through a grant and part of it was that it would be used for surrounding communities. Hopkinton and Hillsborough both have new ladder trucks as well. The surrounding ladder trucks come with people as well. Chairman Hippler asked why our ladder truck was not used. Chief Vezina stated that an aerial truck is a different mindset and a lot of limitations needing qualified people to use it. Chief Vezina stated the next truck would be due for replacement in 2023 and that would be Engine 5. With the current use, Chief Vezina is not sure that it truly needs to be replaced in 2023 but that will be evaluated as we get closer to that date. Vice Chairman Meaney asked what type of Chief's vehicle they would be looking at. The closest around here is the SUV type like Goffstown's Chief O'Brien has and the command box goes in the back. More recently Chief Vezina is wondering if the Town would be better served with a 4 door pickup style. He thinks the future life of a pickup may be better than the SUV. Basically we end up at the same price point. From the SUV off the state purchasing contract, starts at approximately \$34,000 that's for the Chevy Tahoe. The Ford and Dodge are about \$27,000 to start. The 4 door truck whether it be Ford, Dodge or Chevy is about \$26,500. The up fit for all of these vehicles would be roughly the same price for SUV or 4 door pickup, which would be approximately \$15,000 including a light package. That would be put the total price at around \$44,000. Chairman Hippler asked what would become of the current Ford pickup. Chief Vezina stated that he would make a strong argument to keep it. The department doesn't have a utility vehicle and at times they have had to use the ambulance. It is a usable vehicle. There have been some rust issues identified at the last inspection. Vice Chairman Meaney stated that he would like to have the Chief and the Board of Firewards figure out what they need. The Board agreed that the ladder truck should not make a return to Town. Chief Vezina will make that know to Primex. Chief Vezina asked for clarification, is the Board indicating that he continue on and spec out what that vehicle would be and have Primex to direct the check that way. There will be a form from Primex that will be looking for the Board's signature to indicate disposal and how the money is to be dispersed, which the Chief will bring back to the Board. Selectman Snyder stated that she personally felt that it should come into the Town first for bookkeeping purposes. She doesn't have a problem with the purchase. Chief Vezina stated that when the police purchase the SUV how was that done. Chairman Hippler stated that if it goes into the general fund it gets lost. Chief Vezina stated that once he gets all the information together he will be back. He also reported that he has not had the time to do anything further with air packs or the extraction tools, but he's working on that.

DEFAULT BUDGET DISCUSSION: Town Administrator Bolton provided the board with a default worksheet. The worksheet shows the line item, the budgeted amount, the obligated amount, the deficit amount and the allocation from where it would come from to cover the deficits. The actual amounts of money will not be moved, so at the end of the year there will be items overdrawn and items that have money left in them. The bottom line is the amount that is important. The actual difference between the default and the budgeted numbers was approximately \$86,000. This worksheet shows \$88,312, so it does work as we have presented. Town Administrator Bolton stated that Beth Rouse, Finance Administrator deserves all the credit for this simplistic worksheet. The rest of the budgets should be fine as the proposed and the default were very close if not the same. Town Administrator Bolton stated that the idea of looking over the default budget was to see if there were any funds for a custodian. The other issue that was not in the default was any kind of cleaning of the new DPW garage. Town Administrator Bolton is going to sit down with the cleaning service to see what is being done in the Town Office, Town Hall, and Safety Complex-Police side by the cleaning company. Then see if there was anyway of being able to get at least one day at the DPW so that the new facility stays looking clean. Chairman Hippler stated that once we get that follow up information from Town Administrator Bolton the Board will decide where and how to proceed.

FINAL

COMMITTEE REAPPOINTMENTS:

Reappoint Lisa Purington-Grolljahn to Conservation Commission: Vice Chairman Meaney moved, Chairman Hippler seconded to reappoint Lisa Purington-Grolljahn as an alternate to the Conservation Commission for a 3 year term. Passed 5-0-0

Reappoint Thomas McCarthy to Trustees of the Trust Funds: Vice Chairman Meaney moved, Selectman Osborne seconded to reappoint Thomas McCarthy as an alternate to the Trustees of the Trust Fund for a 3 year term. Passed 5-0-0

Appointment Sherry Burdick to Conservation Commission: Selectman Snyder moved, Chairman Hippler seconded to appoint Sherry Burdick as a member of the Conservation Commission for a 3 year term. Passed 5-0-0

Town Administrator Bolton stated that each of the volunteers that are being appointed or reappointed will need to stop in to see the Town Clerk and get sworn in.

Representative to the Southern NH Planning Commission: Town Administrator Bolton informed the Board that Wendy Stevens who was the representative can no longer make the commitment, so the Town will need to search for a volunteer to be a representative.

MEETING MINUTES:

April 2, 2018 Minutes: Vice Chairman Meaney moved, Selectman Osborne seconded to approve the April 2, 2018 minutes as amended. Passed 5-0-0

April 9, 2018 Minutes: tabled until next week

MANIFESTS:

Chairman Hippler moved, Vice Chairman Meaney seconded to order the Treasurer to sign accounts payable and payroll checks dated April 19, 2018 as included in the following manifests:

Payroll Manifest	\$ 56,243.00 (Weekly payroll)
------------------	-------------------------------

Accounts Payable Manifest	\$ 23,987.42
---------------------------	--------------

Supplemental Accounts Payable Manifest	\$ 64,042.85
--	--------------

TOTAL	\$ 144,273.27
-------	---------------

~~~~~  
Passed 5-0-0

### ADMINISTRATIVE REPORT:

Purchasing Policy Adoption: Town Administrator Bolton provided the Board with a newly revised purchasing policy from last week. Selectman Osborne stated that he felt the word "equipment" is too ambiguous, so he would like to have that removed and have the \$2,000 for repairs be strictly for vehicles. The Board felt that would be fine. Selectman Osborne moved, Vice Chairman Meaney seconded to remove "and equipment" from Section VIII, (A). Passed 5-0-0 There being no further revisions needed the board adopted the policy.

## FINAL

**Chairman Hippler moved, Vice Chairman Meaney seconded to adopt the amended purchasing policy effective 4-16-18. Passed 5-0-0**

Welfare Director Position: Town Administrator Bolton stated that Merry Rice is doing the welfare duties but it needs to be formalized in a motion. **Chairman Hippler moved, Vice Chairman Meaney seconded to appoint Merry Rice as the Welfare Director. Passed 5-0-0**

Town Administrator Bolton went through the following:

### *Government Building & Maintenance Projects:*

- JP Pest ó a representative came out on Friday and sent an email that provided a suggestion of how we can care for the rodents. The copy of the contract was provided to each Board member for review and action next Monday. JP Pest does provide this type of service at the Safety Complex on a quarterly basis. Town Administrator Bolton would like to have them come to initially make sure that all the rodents are removed.
- TA Office Room – still waiting on email from ServPro regarding their opinion, no answer today possibly because of Patriots Day, will continue to get something in writing
- Town Hall Window Re-glazing ó Town Administrator Bolton stated that she has reached out to the Contractor that was suggested. He is going to come in on Wednesday and go over to look at the windows and then provide a price per window.

*Noise Ordinance Subcommittee* – Town Administrator Bolton provided each Board member with the 4 sets of minutes that were on the website for their review as requested.

*Custodian Position Details*- to be kept on the list as open item for now

*Hawkers & Peddlers Ordinance* – to be on the next agenda of April 30<sup>th</sup> with Chief Kelly ó the Board asked to have this resent to everyone.

*Tax Deeded Property for Auction* ó work session dated selected for 4/23/18, but the Board briefly discussed a spreadsheet that was provided by Selectman Snyder. Town Administrator Bolton felt that a map colored in with the properties would be helpful for next week.

*Hazard Mitigation Plan* – the Board is to read through the draft a second time to make any suggested changes, so that it can be finalized and sent to Southern NH Planning Commission (SNHPC)

*Camera System at the Town Office* ó Selectman Burdick asked why there is no camera system here at the Town Office. She felt that it might not be a bad idea. She felt that something at the Library and the Stone Building should be looked at too.

*Article 27 – Committee Outreach* ó outreach is needed and has started to try to get volunteers May 1<sup>st</sup>. It's on the website, posted here and given to Mike Sullivan for the Library newspaper.

## **CORRESPONDENCE/OTHER BUSINESS:**

Chairman Hippler stated that before we start this agenda item, in the past few weeks it's been just like a coffee hour social. He would like to make sure we keep it on point.

Vice Chairman Meaney stated that the beavers are really doing a number on the Duck Pond Road area. He recalls Mr. Brown coming in regarding the pond being low. But with the current situation he felt that we need to have DPW Director Knapp take a look at it or get a hold of the State of NH DOT if that issue is there. Selectman Burdick stated that she watched a show that had a better way of monitoring the water and beavers and felt it should be looked at. She would get that information to DPW Director Knapp.

Vice Chairman Meaney stated that he and Chairman Hippler received an email from a resident in the Riverdale Road area regarding the proposed project. Town Administrator Bolton read the email out loud for the entire Board. The Board felt that Town Administrator Bolton should forward the email to the Planning Board and let

## FINAL

the resident know that is what is being done with the email. Selectman Burdick stated that Goffstown uses that river for a water source and that may be looked at during the process by the planning board.

Chairman Hippler would like to have the Social Media Policy reviewed by Town Counsel with regard to social media postings. The Board recalled that Town Counsel had reviewed the social media policy before the Board adopted it. Town Administrator Bolton stated that she will pull out the information regarding the social media policy and check on the legal opinion.

**NONPUBLIC SESSION: Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 8:33 p.m. pursuant to the authority granted in RSA 91-A:3II (e). A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0**

**Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 8:56 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0**

The Board met to discuss a legal matter.

**Being there was no further business to come before the Board, Chairman Hippler moved, Vice Chairman Meaney seconded to adjourn at 8:58 PM. Passed 5-0-0**

## ADJOURNMENT

A True Record.

*Naomi L. Bolton*

Naomi L. Bolton  
Recording Secretary