



WEARE BOARD OF SELECTMEN
MEETING MINUTES
September 10, 2018

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

RECORDING SECRETARY: Hannah Smith
TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Donna Osborne, Frank Campana, Logan Bannister, Benjamin Knapp, Richard Butt, Michael Camacho, Ashley Glendenning

NONPUBLIC SESSION:

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 6:00 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

This nonpublic session was to discuss a payment arrangement with a tax payer.

Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 6:12 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

NONPUBLIC SESSION:

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 6:28 p.m. pursuant to the authority granted in RSA 91-A:3II (b). 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 interview a potential candidate to work at the DPW.

Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 6:39 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

At 6:45 Chairman Hippler welcomed everyone present or watching and apologized for the late start, as the Board had a nonpublic session with a taxpayer and with a potential new hire. Chairman Hippler asked for those present to join the Board for the Pledge of Allegiance.

PUBLIC COMMENT: Frank Campana was present to comment on Weare police vehicle located at private repair shop at a business in Town for over two weeks. Mr. Campana inquired as to the procedure of the Board or the Police Department regarding repairs – is the Highway Department asked first?

Mr. Campana also commented regarding the Board of Selectmen preparing to set the tax rate – he would like the Board to calculate a rate to reduce taxes to current total tax rate. Mr. Campana clarified regarding the overall tax rate, not just the Town portion as has been done in years past. Chairman Hippler inquired regarding the Town making up for increases for the school. Mr. Campana explained he feels Selectmen sometimes overuse taxpayer money and this could be a small way to conserve.

Richard Butt was present to comment regarding the March presentation of expanding the Police Department overnight shift from 3:00AM to 7:00AM. Mr. Butt inquired regarding the police contract and state police lawsuit, and asked if the Board has looked into this. Chairman Hippler explained the situation remains the same. Mr. Butt inquired regarding the June 2017 public hearing announcement that Chief Kelly's contract would not be renewed and the Department is looking for a full-time police chief. Chairman Hippler confirmed. Mr. Butt inquired regarding the timeline of the hiring process. Chairman Hippler confirmed before April.

Mr. Butt inquired regarding the sale of Town property and the total amount owed to the Town. Chairman Hippler explained it is the amount owed at the time recovered by Town. Town Administrator Bolton explained there is an individual assessment on each property. Mr. Butt inquired regarding unanticipated revenue from sales – the possibility of setting aside these funds for Town needs such as Highway Department. Chairman Hippler replied that the Board would look into this. Mr. Butt inquired regarding a minimum acceptance bid to ensure Town is fully reimbursed for taxes and penalties. Town Administrator Bolton explained that the current tax amounts owed when deeded are available from Finance Administrator Beth Rouse. Selectmen Snyder reminded Mr. Butt that the St Jean Auctioneers were present to explain process later this meeting.

DEPARTMENT HEAD/ COMMITTEE ITEMS:

Appointment to Conservation Commission: Mike Camacho was present to discuss his appointment to become a member of Conservation Commission. Mr. Camacho moved to Weare in June because of Town's rural character and friendly neighbors. Mr. Camacho is employed by the NH DES Air Resources Division and is familiar with the interpretation of relevant rules and regulation. Town Administrator Bolton reminded the Board that Mr. Camacho was present at August 8, 2018 Conservation Commission meeting when there was no power. **Selectman Osborne motioned to appoint Michael Camacho as a full member to the Conservation Commission for a 3-year term, Selectman Snyder seconded; passed 5-0-0.**

DPW Update: DPW Director Benji Knapp was present to discuss the new hire of Logan Bannister as a truck driver beginning September 25th, at a probationary rate of \$16.56/ hour (and \$16.89/ hour after probationary period). **Vice Chair Meaney moved to approve the hiring of Logan Bannister as a Truck Driver for the DPW at a probationary rate of \$16.56, and moving to \$16.89 per hour after the probationary period effective September 25, 2018; Selectman Snyder seconded. Passed 4-0-1 with Chairman Hippler abstaining.** Director Knapp commented regarding a follow up to Bogue Road discussion of previous meeting, August 27th. He has reached out to Pike Industries regarding shimming – had previous contract at \$61/ ton but now higher. DPW does not have tack or pavement roller, but that grader could be temporary substitute. Director Knapp estimated that it would require 400 tons totaling \$43,000 just to fix the roughest spots on Bogue Road. Vice Chairman Meaney commented as to an unsustainable solution. Director Knapp agreed, especially as the Town does not have tack. Selectman Snyder inquired regarding the CIP. Town Administrator Bolton reminded the Board of a relevant email sent out this afternoon. Director Knapp commented regarding a categorization system of the

Town's roads at green, yellow, or red, and estimated a cost of \$7,500,000 to bring all the Town's roads to green. Director Knapp considers a red road to be the quality of Bogue Road or worse and estimates \$2,000,000 to bring all the Town's roads out of red category. Director Knapp commented regarding the growth of the Town and diversity of Town roads (class IV, class V, State roads, dirt, paved, etc) as well as the increases during his time working for the DPW since 2001 (13 new roads, 5 miles). Selectman Snyder inquired as to CIP presentation tomorrow morning. Director Knapp clarified that he thinks shimming isn't best solution at this time. Selectman Snyder inquired regarding hazardous waste removal. Director Knapp replied that Clean Harbors is booked out to February 2019. Selectman Burdick suggested scheduling twice in 2019. Town Administrator commented regarding the possibility of encumbering some of the 2018 budget and earmarking it for hazardous waste removal funds for 2019 fiscal year. Director Knapp expressed concern about a winter date and suggested a hazardous waste removal date in spring 2019 and in fall 2019. Town Administrator Bolton inquired regarding a public hearing for the increase in fees for demolition material removal, discussed at the August 27th meeting. Director Knapp reminded the Board of the small increase of \$5-\$10/ton. Director Knapp has also looked into option of hazardous waste collection but permitting is too intensive at this time. Chairman Hippler inquired regarding the new DPW truck at Tenco; Director Knapp confirmed the DPW is ahead of schedule and the truck should be ready by the first week of November. Selectman Snyder inquired regarding inspections for the police vehicles; Chairman Hippler confirmed the Town does have the software but it is temporarily unavailable due to DPW building relocation. Director Knapp and Chairman Hippler discussed the issues of inspecting large municipal vehicles. Director Knapp reminded the Board that they will be doing the chip sealing on Hodgdon Road Monday.

Tax Deeded Property Discussion: Jim and Jay St Jean were present to discuss the auction values of the 23 properties currently under consideration. Town Administrator Bolton provided a list of abutters. Mr. Jay St Jean provided maps and spreadsheets regarding lots in question. Mr. Jim St Jean reminded the Board of value factors such as proximity to southern tier of state or property that includes rivers or brooks. Mr. Jim St Jean also reminded the Board to anticipate only cash buyers due to difficulty of bank financing and long timeline that is less appealing to investors. Mr. Jay St Jean inquired regarding the redemption date. Town Administrator Bolton confirmed September 30th. Town Administrator Bolton advised removal of 34 New Road property, advised removal of both Marsh Ridge Road properties (interest from Conservation Commission), and requested clarification of Clark Mill Road property (end of a town road). Chairman Hippler requested confirmation regarding Deering Center Road property. Town Administrator Bolton confirmed removal of both Clark Mill Road property and Deering Center Road property. Mr. Jim St Jean advised the Board of inhabitants of Mountain Road property. Town Administrator Bolton requested clarification of dual properties on single lot. Mr. Jay St Jean confirmed Town is able to adjust terms and conditions of sale per advice of Town Counsel – suggested options of merging lots or sale subject to removal of structure. Selectman Burdick requested clarification regarding grandfathering laws of dual properties on single lot. Town Administrator Bolton suggested that when Town take over property, no longer applicable. Town Administrator Bolton inquired regarding the park model at campground and questions from All-Seasons Campground – property in question has \$6000 of park fees owed and preapproval required. Mr. Jay St Jean suggested a buyer beware policy. All-Seasons Campground is interested in participating in auction. Chairman Hippler confirmed they are able to bid or property could be sold directly to them if auction unsuccessful. Mr. Jay St Jean confirmed remaining 18 properties and suggested updated auction date of 10th or 17th of November due to tight schedule – need 4 weeks of marketing. Town Administrator Bolton will reserve school. Selectman Burdick inquired regarding voting conflict. Vice Chair Meaney confirmed November 10th is a Saturday. Mr. Jay St Jean inquired regarding size of middle school location. Town

Administrator Bolton confirmed occupancy for at least 50-70 participants. Selectman Snyder and Mr. Jay St Jean inquired regarding Center Road property next to police station. Town Administrator Bolton confirmed finalized list of 17 properties. Town Administrator Bolton reminded the Board of Richard Butt's public comment. Mr. Jay St Jean suggested options of selling with reserve or selling subject to town confirmation. Chairman Hippler inquired regarding possibility of both options. Mr. Jay St Jean confirmed – does not need to be disclosed to public. Selectman Snyder inquired starting bidding at assessed value. Mr. Jay St Jean commented regarding overage costs – Town would receive tax, interest, and penalties, but not above. Town Administrator Bolton will follow up with Town Counsel. Chairman Hippler requested presence of Town Counsel at auction. Town Administrator Bolton inquired regarding timing of confirmation of sales – at auction or following Monday. Mr. Jay St Jean requested copies of deeds, abutters, and Town Counsel's agreement of deposit receipts. Chairman Hippler suggested the Board review final list and wait for confirmation from Conservation Commission after their meeting Wednesday. Town Administrator Bolton will direct any interested parties to the St Jeans. Selectman Snyder inquired regarding evictions. The Board reviewed final list of 17 properties and abutters. Town Administrator Bolton commented regarding cluster homes of subdivisions on small properties less than 1 acre. Chairman Hippler inquired regarding rewriting deeds and access/ right of way. Town Administrator Bolton will advise St Jeans of final list tomorrow and follow up with Town Counsel Laura Spector-Morgan regarding evictions. Selectman Osborne inquired regarding minimum bids. Vice Chair Meaney suggested basis of taxes owed for properties with structures. Chairman Hippler commented that in his option only first 3 properties or properties values over \$25,000 should have minimum reserve; Vice Chair Meaney agreed. Vice Chair Meaney also inquired regarding low bid situation; Chairman Hippler reminded the Board that taxes owed froze when property was deeded so Town could wait and re-bid property at a later date. Chairman Hippler inquired regarding confirmation timeline – the day of, or the following Board meeting. Vice Chair Meaney suggested the day of. Selectman Snyder inquired regarding lienholders. Vice Chair Meaney commented that this is a concern of new purchaser, not Town. Selectman Snyder requested confirmation from Town Counsel Laura Spector-Morgan regarding RSA 80:88, in her opinion the Board is responsible as Town is current owner of property. Town Administrator Bolton will review final list with Town Counsel Laura Spector-Morgan and confirm mortgage holders have been alerted. Chairman Hippler commented that properties are tax deeded and lien issue is with previous owner. Selectman Osborne inquired regarding additional revenue returned to previous owner. Chairman Hippler requested confirmation from Town Counsel Laura Spector-Morgan. Vice Chair Meaney commented regarding lienholder restrictions.

MEETING MINUTES:

Chairman Hippler moved to accept minutes of August 27th 2018 as amended, Selectman Burdick seconded; passed 5-0-0.

MANIFEST:

Town Administrator Bolton inquired as to an appropriate number of signatures; Chairman Hippler confirmed.

Chairman Hippler motioned to accept manifest as follows, Vice Chair Meaney seconded;

To order the Treasurer to sign the payroll and accounts payables checks dated September 13, 2018 as included in the following manifests:

<i>Payroll Manifest</i>	<i>\$ 57,042.34</i> (Weekly payroll)
<i>Accounts Payable Manifest</i>	<i>\$ 39,849.22</i>

Weare School District Accounts Payable Manifest
John Stark Regional Accounts Payable Manifest

\$450,000.00
\$250,000.00

Total

\$796,891.56

The following manifests were previously ordered to sign at the August 27, 2018 Board of Selectmen meeting:

Fire Department Monthly Payroll Manifest \$ 5,785.33 (August Payroll)
Payroll Manifest \$ 52,160.17 (Weekly payroll checks dated 09/06/18)

Accounts Payable Manifest \$ 48,792.77 (Checks dated 09/06/18)

Passed 5-0-0

ADMINISTRATOR'S REPORT

Selectman Policy Binder: Town Administrator Bolton has no new reports and is working on binders for all Board members.

Joint Loss Management Committee: Town Administrator Bolton confirmed next meeting date of September 2018.

Tax-Deeded Property for Auction: Town Administrator Bolton will follow up, per discussion earlier this meeting.

Hazard Mitigation Plan: SNHPC Associate Planner Cameron Prolman has replied regarding resubmission of plan per approval of NH Homeland Security & Emergency Management.

Master Plan Update Committee: Selectman Snyder confirmed successful recent meeting.

ACO Position: Town Administrator Bolton has re-posted this position with new deadline of September 17th.

Harassment Policy & Personnel Policy: Town Administrator Bolton and Finance Administrator Beth Rouse have not completed this largely due to CIP commitments.

GOVERNMENT BUILDING & MAINTENANCE PROJECTS

Gordon Brown Buildings: Town Administrator Bolton reported no update from Walker Roofing.

Security Camera Project at Safety Complex: Town Administrator Bolton presented 3 bids to the Board. Spaulding Hill Networks of Nashua had written RFP and reviewed bids. Bid from Mirador covered all criteria at a cost of \$11,849.00 with an additional annual fee of \$588.00; bids from Paesik (cost of \$9868.34) and Wentworth (cost of \$4294.16 with an additional annual fee of \$500.00) did not. Chairman Hippler expressed concern at annual fees suggested in bid responses and commented this would have to be included in operating budget. Vice Chair Meaney inquired regarding response times. Town Administrator Bolton confirmed that Mirador is located in Concord NH, Paesik located in South Boston MA, and Wentworth located in Farmington NH. Chairman Hippler requested that Town Administrator Bolton follow up with Paesik as to why they did not meet RFP specifications. Vice Chair Meaney inquired regarding references, billing rate, and failure response. Selectman Osborne inquired regarding annual fee. Town Administrator Bolton commented that annual fee might be optional – language suggests bid “offers service agreements;” she will follow up to confirm. Vice Chair Meaney inquired regarding Town Office cameras. Town Administrator Bolton clarified safety complex only. Selectman Burdick inquired regarding police department reviewing security cameras

themselves. Chairman Hippler inquired regarding funding. Town Administrator Bolton suggested operating budget and capital reserve fund. Town Administrator Bolton had followed up with the Department of Homeland Security regarding grant funding and retroactive reimbursements option not available. Chairman Hippler advised the Board follow up with Mirador and Paesik.

Safety Complex Roof Replacement: Town Administrator Bolton presented 5 bids to the Board, including previously undisclosed bid. Peter DeSalvo Contracting of Hudson NH bid at \$58,000 for asphalt shingles. Talbot Roofing & Contracting of Hudson NH bid at \$57,000 for asphalt shingles. Queen City Roofing of Bedford NH bid \$75,300 for asphalt shingles and \$151,500 for metal roofing. Sentry Roofing of Auburn NH bid \$56,550 for asphalt shingles and \$105,850 for metal roofing. Previous contractor Northpoint Roofing of Goffstown NH bid at \$69,500 for asphalt shingles. Chairman Hippler confirmed a reference rate of \$65,000 for asphalt shingles. Town Administrator Bolton will prepare warrant article for roof and will bring this issue to CIP, along with Town Office server issue.

Food Pantry: Town Administrator Bolton reported an interest from seniors in the community regarding assisting. Selectman Burdick inquired regarding the final number from owner of current building; Chairman Hippler replied that the food pantry will be closing. Town Administrator Bolton commented regarding the need for a community effort and suggested reaching out to high school students for community service hours. Selectman Burdick inquired regarding donations. Town Administrator Bolton confirmed – in addition, federal food, food bank food, and gift cards. Selectman Snyder inquired regarding the basement door of Town Office. Town Administrator Bolton will look into why it was removed.

Intercept Agreement from Concord Fire Department: Previous intercept agreement with Concord Fire Department regarding paramedic intercept had expired June 30th 2018; current agreement would expire June 2020; reimbursement of \$549. Chairman Hippler confirmed same rate as previous agreement. Town Administrator Bolton advised that agreement had been signed by Concord and required Board vote. Town Administrator Bolton also advised regarding intercept agreements from Goffstown and Bedford. **Vice Chair Meaney moved to accept Concord Fire Department intercept agreement; Selectman Burdick seconded; passed 4-0-1 with Chairman Hippler abstaining.**

Gazebo: Chairman Hippler inquired regarding an update on gazebo; Selectman Burdick confirmed that Historical Society had received letter and are looking into options.

Oil Tank Installation for Town Office: Chairman Hippler inquired regarding oil tank options; Town Administrator Bolton confirmed that she will reach out to Irving and will put the fuel out to bid.

CORRESPONDENCE/ OTHER BUSINESS:

Town Administrator Bolton advised regarding 2-year lawn care contract and inclusion of cemetery around red building, per an abutter's request. Selectman Burdick inquired regarding removal of large trees. Town Administrator Bolton will send out all three bids. Chairman Hippler inquired regarding high cost of default budget. Town Administrator Bolton confirmed that edging and bark mulch is included, and many positive comments have been made about quality of previous lawn care.

Vice Chair Meaney was approached at Planning Board regarding a change in work schedule – being closed Friday afternoon vs Thursday afternoon. Chairman Hippler advised reviewing with employees and giving fair notice due to outside concerns such as child care scheduling.

The Code Enforcement Officer has inquired regarding driveway assignment specifications, which have been taken on by Zoning Board, not Road Agent or Board of Selectmen. Of particular concern was a Class VI road used as continuation of driveway being used as a future subdivision. The Board will alert Director Knapp. Chairman Hippler commented that priorities after budget season would include police chief position and fire chief packet on Class VI roads. Vice Chair Meaney requested clarification regarding involvement of Road Agent in specifications. Selectman Burdick commented that burden of maintenance; Chairman Hippler commented that Class VI road is still owned by Town.

Selectman Burdick received an email from a resident of Riverdale Road/ River Road expressing concern of the intersection with no posted speed limit, a dangerous curve, and degrading concrete. Resident was especially concerned regarding the excessive use of industrial vehicles very early in the morning but had received no satisfactory feedback from police department. Chairman Hippler commented that speeding is an enforcement issue but might be alleviated by DPW posting speed limit sign. Chairman Hippler also commented that there are many companies in Town that haul near Riverdale Road/ River Road intersection. Vice Chair Meaney commented that this issue has been brought before the Planning Board but there is no restriction in town regarding working hours. Selectman Burdick inquired regarding an ordinance. Chairman Hippler and Vice Chair Meaney commented that this could be perceived as discriminatory. Chairman Hippler inquired regarding emergencies or personal residences. Town Administrator Bolton reminded the Board of “no through truck” postings at Town lines. Selectman Burdick inquired regarding alternate routes. Chairman Hippler inquired regarding the historic village district in the center of Town. Vice Chair Meaney confirmed that state roads cannot be limited. Chairman Hippler commented regarding daylight needs of wide loads. Selectman Burdick inquired regarding ordinances of other towns. Vice Chair Meaney commented that in Berlin in certain areas work cannot begin until 7:00 AM. Town Administrator Bolton inquired regarding truck prohibited zones. Chairman Hippler commented regarding enforcement, as Town does not have 24-hour police department. Vice Chair Meaney inquired regarding stop sign or daytime patrol. Chairman Hippler commented regarding industry-friendly town benefiting from lower tax rate. Vice Chair Meaney inquired regarding registration fees. Selectman Burdick inquired regarding speed bumps; Selectman Osborne commented regarding noise and Vice Chair Meaney commented regarding damage during plowing.

Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 9:19PM, Vice Chair Meaney seconded; passed 5-0-0.

ADJOURNMENT

A True Record.



Hannah Smith
Recording Secretary