

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
October 22, 2018

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

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Benji Knapp, DPW Director; Beth Rouse, Finance Administrator; Donna Osborne: Tom Clow: Frank Campana: Jim Drury.

Chairman Hippler called the meeting to order at 6:30 PM

Chairman Hippler asked for those present to join the Board for the Pledge of Allegiance.

PUBLIC COMMENT:

Donna Osborne inquired as to who empties the trash barrels at the gazebo. She noticed that they were overflowing and felt they should be emptied. Town Administrator Bolton will check into it but felt it was the Parks and Recreation Commission.

Frank Campana was present to comment regarding the setting of the tax rate last week. He pointed out that from 2007-2010 the town rate did not increase, it was \$2.76. In 2017 the town rate was 2 cents over the 2016 tax rate, which was a 1% increase. The 2018 town rate is a 30 cent increase or 10% increase, whichever way you look at it. He is not sure why. He was disappointed that the Board did not use any money to offset the increase. There was approximately \$102,000 in budget surplus and insurance money of \$54,000. Mr. Campana asked, "Where is that money to me?" He referred to the June 18, 2018 minutes specifically where the insurance check was discussed. Three of the Board wanted the money to go back to offset taxes. He stated that he understands money is tight but didn't hear any discussion on revenues. Nobody asked any questions. Selectman Snyder immediately chose option A and there was no discussion. Mr. Campana stated that it seemed pre-planned. He also listened to the discussion of borrowing and paperwork has been filled out. He felt that was mentioned as a threat. He stated that if money is that tight he would certainly expect at year end that there will be no additional purchases made. In closing, Mr. Campana stated that he feels the Department Head comes first and the taxpayer comes second, which is what the Board did.

Selectman Snyder replied to Mr. Campana that she only made the motion to get the discussion moving. She also explained that we are down to the minimum as far as funds go.

Mr. Campana stated that he knows the insurance check is still in the fund balance. Finance Administrator Beth Rouse stated that the insurance check is in the revenues which are used to offset the expenditures, so it is already being used to offset taxes and you can't use it twice. Mr. Campana noted that in 2017 there was roughly 7% retainage and 2018 there is around 5%.

DEPARTMENT HEAD & COMMITTEE ITEMS: None

2019 DPW Department Budget Presentations: DPW Director Benji Knapp was present. First he explained what has been done in the last couple of months. Hodgdon Road has been chip coated. All the shoulders have been done on all the roads that he has paved in the last 2 years. They have planted the trees around the sewer station. DPW Director Knapp stated that he has not forgotten the folks at Bogue Road. He is going to get a couple of loads of shim and spread it out. He got a price from our pavement contractor who was in the neighborhood of \$43,000 and he felt that was too expensive of a temporary fix. Lastly, he expressed his disappointment when he attended the Planning Board meeting last week. There is some discussion of narrowing subdivision roads from 24' to 20'. He explained his reasons for not going narrower and he felt he was supported when he left. He found out later that it was changed by a vote of 5-0 to change the width to 20' and he is very disappointed. He asked the Board if there would be another opportunity to discuss this. He was under the impression that it was a done deal. The Board felt that the appropriate thing to do is to have a public hearing where anyone from the public can attend.

DPW Director Knapp began going over the 2019 Highway Department proposed budget. The Board and all present were given a copy of the budget. Director Knapp went over all the increases and decreases and overall his proposed budget is \$60,842 higher than 2018. The biggest share of that increase is the \$42,000 he is proposing for the gravel road maintenance, whereas it has always come from the Road Reconstruction money.

DPW Director Knapp then went over the 2019 Transfer Station proposed budget. Everyone present was given copies of the budget. Director Knapp discussed the reasons for the increases and decreases. The overall increase is \$32,812.95 over the 2018 budget. The increase is largely for the loose paper disposal of \$8,025; glass crushing \$15,000; and the contracts for the hauling of the trash. 2017 was the first year of the new contract and being on a default budget the budget amount reverted back to the 2016 budget number.

Director Knapp wanted to discuss the household hazardous waste item. He called the past vendor, Clean Harbours, in May of 2018 to schedule a date for the fall. They informed him that they were booked for the entire year of 2018. Director Knapp started calling around to see who else might be able to hold it for us. No one else will come to Weare. Director Knapp would like to request to encumber the \$7,000 from the 2018 budget so that in 2019 he can have two, one in the spring and one in the fall. The Board agreed with the plan. Finance Administrator Beth Rouse stated that she would like the request in the form of a motion. **Chairman Hippler moved, Vice Chairman Meaney seconded to encumber \$7,000 from the Transfer Station – Hazardous Waste line in 2018 to be used in 2019 for two collection dates. Passed 5-0-0**

PUBLIC HEARING:

Chairman Hippler opened up the public hearing at 7:30 PM for the purpose of hearing public testimony and comment on increasing the disposal fees at the Transfer Station. Chairman Hippler recognized Director Knapp to speak.

Director Knapp stated that all residents are charged that come in with construction debris. Currently it is done by a guesstimation of the number of square yards. The guesstimation has been very accurate the problem lies with the fees that we pay have gone up since January 1st. The Town has not changed where the demolition debris is being taken so the disposal fees have increased but the hauling is decreasing as the demo is currently being taken to Naughton in Bradford. The current prices are:

Wood: \$30/yard

Shingles/sheetrock: \$75/yard

The new prices are:

Wood: \$35/yard

Shingles/sheetrock: \$85/yard

He is looking to add toilets for \$5/each.

Frank Campana stated that he appreciates the fact that the Town is not trying to make money on it. He further asked why a fee now for toilets. Director Knapp stated that they used to be put in with the glass to be crushed but they have found that when crushed up it is very sharp, so that can't do that anymore.

Tom Clow asked if the pressure treated wood would still go in with the wood. Director Knapp stated that yes it would.

Being there were no further comments or questions, Chairman Hippler closed the hearing at 7:42 PM.

Selectman Snyder moved, Vice Chairman Meaney seconded to accept the new fee schedule as presented tonight at the public hearing and for it to be effective starting tomorrow. Passed 5-0-0

2019 DPW Department Budget Presentations (continued): DPW Director Knapp presented the 2019 Proposed Sewer budget. The increase is \$5,459 and that is the purchase of a new spare sewer pump to have on hand in case the current one fails. This budget is different than most of the budgets as it is 100% paid for by the users of the sewer.

Director Knapp presented the proposed 2019 Water budget. The proposal is for an \$858 increase which is for potential water testing. Because we are a public water source the State dictates which test and how many tests are done throughout the year.

Proposed Warrant Article for 2019: DPW Director Knapp presented a proposed warrant article that would essentially give all the DPW employees a \$1/hour increase across the Board.

Chairman Hippler asked DPW Director Knapp how long before the Town can haul its own trash. He added up the hauling fees alone and it would appear that having it done with one of the DPW Employees might cost less. DPW Director Knapp stated that it was shot down in the past, but realistically there are lots of his employees that currently have a CDL-A license.

They would just need to purchase a tractor with a wet system, which there are plenty of used ones out there. The other item that could be discussed for future years is possibility of purchasing a tractor with a mower for the roadside mowing. We currently rent a tractor for 4 weeks and this entire town cannot be done in 4 weeks.

Tom Clow asked for clarification on one line of the Transfer Station budget. There is a new line labeled paper disposal and is that because we now have to pay for getting rid of the paper? DPW Director Knapp responded yes there is no market for paper, so we now have to pay to get rid of it.

CRF Expenditure Request: DPW Director Knapp informed the Board that the new 2019 Western Star 10-wheeler dump truck came in a while ago and was taken to Vermont for the body. The bill for the new truck came in. Per town meeting the funds were put into the CRF fund for Highway Truck & Equipment. He is here requesting the Board approve the payment to McDevitt Trucks for \$122,420. **Chairman Hippler moved, Selectman Snyder seconded to approve the payment of \$122,420 to McDevitt Truck for the 2019 Western Star Chassis with the funds to come from the Highway Truck and Equipment Capital Reserve Fund. Passed 5-0-0**

APPROVAL OF MEETING MINUTES: Vice Chairman Meaney moved to approve the minutes of October 15, 2018 as amended, Selectman Burdick seconded; passed 5-0-0.

MANIFEST: Chairman Hippler moved to approve the manifest as follows, Vice Chair Meaney seconded; passed 4-1-0.

To order the Treasurer to sign the payroll and accounts payables checks dated October 25, 2018 as included in the following manifests:

<i>Payroll Manifest</i>	\$ 59,526.27 (Weekly & Monthly payroll)
<i>Accounts Payable Manifest</i>	\$ 63,276.73
<i>Supplemental Accounts Payable Manifest</i>	\$ 122,420.00
<i>John Stark Regional Accounts Payable Manifest</i>	\$ 250,000.00
<i>Total</i>	\$ 495,223.00

Discussion: Chairman Hippler stated that there is a bill in the payables for Second Wind and the purchasing policy was not followed, so he is opposed.

ADMINISTRATOR'S REPORT: Town Administrator Bolton informed the Board that Town Clerk Maureen Billodeau was looking for the Board's schedules to help out at the State General Election being held on November 6th 2018. Vice Chairman Meaney will be there 7 AM to 4 PM. Selectman Snyder will be there all day. Selectman Burdick and Selectman Osborne will check their schedules and let the Clerk know. Chairman Hippler will be there after work to close and he will transport the ballots to Goffstown.

Tax-Deeded Property Auction: Town Administrator Bolton shared the draft advertising information from St. Jean's Auctioneers regarding the tax deeded properties. The Board approved the draft.

Heating Quotes for Town Buildings: Town Administrator Bolton solicited quotes for the upcoming heating season. Quotes were received as follows:

Irving: Heating Oil - \$2.764/gallon and Propane - \$1.663/gallon

Dead River: Heating Oil - \$2.735/gallon and Propane - \$1.635/gallon

Rymes: Heating Oil - \$2.799/gallon and Propane - \$1.749/gallon

Vice Chairman Meaney moved, Chairman Hippler seconded to award the 2018/2019 heating fuel contract to Irving with a price of \$2.764/gallon for oil and \$1.663/gallon for propane for a contract length of November 1, 2018 through October 31, 2019 and to authorize the Town Administrator to sign the contract on behalf of the Town. Passed 5-0-0

Custodian Position Details: Town Administrator Bolton reported that other communities are looking for job descriptions for this position as well. Currently only the Town of Stratham has shared two positions, one part time and one full time. Administrator Bolton will email the copies from Stratham to the Board.

Hazard Mitigation Plan: Chief Vezina spoke with the State and they know that we are waiting on Southern NH Planning Commission to get it finalized.

ACO Position: Chief Kelly has posted this vacant/open position for a third time to see if we get any applicants.

Deliberative Session: This has been confirmed and set for Saturday, February 9th @ WMS Cafetorium starting at 9 AM.

Lawn Care Contracts: RFP was posted last week and advertised in the Messenger on October 19th with a deadline of October 29th to be opened that evening by the Board at their meeting.

2019 Budget Schedule: DPW (tonight); Fire (10/29); Library & small budgets (11/5); CIP (11/19)

DPW Public Hearing for Transfer Station Fees: The Board held this public hearing earlier this evening to increase the fees on demo at the transfer station. Fees were changed at the end of the public hearing that will go into effect tomorrow.

Holiday Schedule: Monday, November 12th the Town offices are closed for Veteran's Day, therefore there will be no meeting that night; Christmas Eve and New Year's Eve fall on Monday nights. The Board decided to meet on the Wednesday following the holidays. So the Board will be meeting December 26th and January 2nd.

Town Administrator Vacation: Town Administrator Bolton reminded the Board that she will be out of state on vacation from Wednesday thru Friday.

GOVERNMENT BUILDINGS & MAINTENANCE:

Bell Tower: Town Administrator Bolton informed the Board that Walker Roofing is having difficulties finding someone to move the 80-foot lift. Once the lift arrives they will be getting right to work and staying until the bell tower is finished.

Gordon Brown Buildings: Selectman Burdick informed the Board that the paint for these buildings has been moved to the Stone Building in an environment that is climate controlled.

Gazebo: The gazebo was braced up this past weekend by the Historical Society. The Historical Society has been given April 1, 2019 as a deadline for a plan.

Clinton Grove under Pinning: Selectman Burdick will work on behalf of the Historical Society to get someone to provide this work.

Food Pantry: After what was viewed as a successful meeting between all parties on October 17th, an email was received Friday, October 19th indicating that the Food Pantry has decided to not move forward with running the food pantry. Arrangements will be made to clean out the basement of the Town Office next week as Administrator Bolton is leaving Wednesday morning. An email will be sent to the staff informing them of the sudden change of mind and that we will be moving items out of the basement the week of October 29th.

CORRESPONDENCE:

Town Administrator Bolton shared the approval granted to 33 B & B Lane for Granite State Recycling. Selectman Burdick asked what the Board was going to do about the approval as there are concerns by the neighborhood. Chairman Hippler stated that he felt it has gone through the Planning Board. He has 60 days to comply with the conditions. In most cases where local and state ordinances are guidelines, usually the more strict law would apply. The approval by the Planning Board in April 2017 appears more restrictive and it would be up to the owner to comply or return to the Planning Board for an amended site plan. The Board felt it was not this Board's authority but the Planning Board.

NONPUBLIC SESSION:

Chairman Hippler moved, Vice Chairman Meaney 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 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 @ 9:23 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

Vice Chairman Meaney moved, Chairman Hippler seconded to seal these minutes of this nonpublic session. Passed 5-0-0

Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 9:24PM, Vice Chair Meaney seconded; passed 5-0-0.

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton
Recording Secretary