



WEARE BOARD OF SELECTMEN
MEETING MINUTES
December 3, 2018

PRESENT: JON OSBORNE, SELECTMAN; JAN SNYDER, SELECTMAN; SHERRY BURDICK, SELECTMAN; JACK MEANEY, VICE CHAIR.

RECORDING SECRETARY: Hannah Smith

TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Greg McDowell, Richard Butt, Heleen Kurk, Steve Roberts, Lori Davis, James Drury, Beth Rouse, Peter Flynn, Robert Vezina

Vice Chair Meaney called the meeting to order at 6:30 and asked for those present to join the Board in the Pledge of Allegiance. Vice Chair Meaney stated that he would like to have a moment of silence for Chairman Hippler's Dad who is in the hospital.

PUBLIC COMMENT: Lori Davis was present to express her concerns. The blue Taurus that the Chief drives is at the station. The Chief is driving the car that the Lt. used to take home and she has been seeing him in a new cruiser. Ms. Davis stated this causes her concern and she is confused as to what is going on.

Greg McDowell was present to comment that on his way to the Board meeting tonight he noticed the lights were still on at the Town Hall; Town Administrator Bolton clarified the fire alarms were tested today - whomever was the last person in the building must have left the lights on. Town Administrator Bolton will handle this after the meeting.

Frank Campana was present to inquire request an amendment on the minutes of November 5th. Mr. Campana also requested the finalized net numbers pertaining to the tax-deeded property auction on November 17th. Town Administrator Bolton advised Mr. Campana the numbers are still contingent on buyers closing within the 30-45 day timeframe and thus has not yet been finalized.

Richard Butt was present to inquire regarding back tax payment of properties included in tax-deeded property auction. Town Administrator Bolton reminded Mr. Butt that minimums were set only for properties retained for less than 3 years. Mr. Butt inquired whether the money from the auction would be counted as revenue; Town Administrator Bolton will follow up. Mr. Butt also expressed concern with the Town website being out-of-date, in particular that he is unable to find minutes for the Board of Fire Wards (especially concerning given recent discussions of ambulance billing fees and new employee contract). Vice Chair Meaney suggested Mr. Butt inquires with the Board of Fire Wards. Mr. Butt read an excerpt of a letter from the Town Clerk to the

Town Administrator regarding the absence of a majority of the Board of Fire Wards' minutes from 2018 and inquired regarding enforcement. Mr. Butt also inquired regarding the absence of minutes for PARC and requested the Board accept responsibility. Mr. Butt also inquired regarding the Road Reconstruction Program referenced by the DPW during the August 23rd discussion of Bogue Road, as the Road Reconstruction Program on the website is outdated. Mr. Butt also inquired regarding the Board's request on November 5th pertaining to ambulance billing fees. Selectman Snyder confirmed she had requested the information and asked Fire Chief Bob Vezina to clarify a document she had received in response. Fire Chief Vezina confirmed he would address this later in the meeting.

DEPARTMENT HEAD/ COMMITTEE ITEMS:

Response to Public Comment: Fire Chief Bob Vezina commented that to his knowledge, the Board of fire Wards is up to date on minutes and has never posted the minutes online, but has made them available to Town Administrator. Fire Chief Vezina had sent a memo to the Board and confirmed it was regarding the justification of the ambulance billing increase.

Ambulance Billing Discussion Summary: Due to the increased interest in the ambulance billing fees, Fire Chief Bob Vezina has come before the Board to briefly summarize the Board of Fire Wards meeting in which this was discussed and to answer questions. Fire Chief Vezina reminded those present that a majority of questions or concerns raised over the last couple of weeks had been answered during the Board of Fire Wards public hearing. Fire Chief Vezina distributed a handout of current and proposed rates to those present. The cost/ operating budget has increased over the last 5 years, and proposed ambulance billing fees reflect that. The Town's rates are below the Hillsborough County average and below neighboring Towns. Fire Chief Vezina reviewed Medicare/ Medicaid, low-income waivers, and payment plans. There are guidelines for waiver options (about 20 a year). Most no-pays are from out of state or out of town, and after 4 months of attempting to make communication, are sent to a collections agency. Selectman Burdick inquired regarding EMS labor and training paid for by taxpayers; Fire Chief Vezina confirmed – any revenue directed towards special revenue fund to offset the capital fund. Selectman Snyder inquired regarding total number of call vs transportations; Fire Chief Vezina confirmed about 810 calls, about 60% EMS-related, about 400 transported. Vice Chair Meaney inquired regarding percentage taken by billing company; Fire Chief Vezina confirmed 6%. Finance Administrator Beth Rouse confirmed around \$120,000 comes in annually to the fund. Selectman Snyder requested confirmation the proposed ambulance billing rates were approved and accepted; Fire Chief Vezina confirmed start of January 1, 2019. Vice Chair Meaney opened the floor to questions.

Frank Campana expressed concern with rate increase mirroring operating expenses. Mr. Campana also expressed concern with comparison to County and neighboring Town; Fire Chief Vezina commented regarding tangible operating expense as appropriate metric to base rates upon. Mr. Campana inquired regarding Medicare influence on rates; Fire Chief Vezina confirmed Medicare is non-negotiable and does not fully cover expenses. Mr. Campana expressed concern with general fund vs special revenue fund; Fire Chief Vezina replied that usage of the general fund vs special revenue fund is re-investment of taxpayer money.

Richard Butt expressed concern with special revenue fund being used to reimburse operations (rather than capital), and inquired regarding increase of operating budget. Mr. Butt also commented regarding Medicare +10% model that some other Towns use.

Board of Fire Wards Chair Steve Roberts commented regarding extensive preparation and research of Board of Fire Wards and reminded those present that last time ambulance billing was addressed, it was determined to be a Board of Fire Wards-level issue. The public hearing addressing ambulance billing was scheduled at the safety complex and at a time they felt was appropriate to give the public an opportunity to attend both Board of Fire Wards and Board of Selectmen, and 1 member of the public did attend both.

2019 BUDGET DISCUSSION – SMALLER BUDGETS: Tomorrow Finance Administrator Beth Rouse will send out review of all budgets. Next week all department heads will discuss any major things of note.

2019 Selectmen's Office Proposed Budget: The budget remains similar to previous year. Of note include absorption of energy costs of Government Buildings, absorption of legal expenses, and economic development (reduction to \$1).

2019 Smaller Departments Proposed Budgets: Of note include title deed search (Tax Collector), health insurance (Assessing, Finance Administrator, Town Clerk, Code Enforcement), the Avitar contract (Assessing), wages (Parks & Recreation), DPW Garage bond (Debt Services) and ambulance lease payment (Capital Outlay). Land use was brought the Board's attention per previous discussions of adjustments in position in April 2019. Town Administrator reminded the Board that costs for diesel, fuel, and gas will exceed budget. Finance Administrator Rouse inquired regarding Land Use/ Code enforcement officer position and suggested a PT inspector or shared regional inspector; Town Administrator Bolton confirmed budget is for current status quo. Vice Chair Meaney opened the floor to questions from the Finance Committee.

Dennis Aubin inquired regarding financial benefit of bulk purchasing oil and fuel with school; Town Administrator Bolton replied that she has tried but they aren't interested, as they pre-buy in June. Vice Chair Meaney commented regarding John Stark High School's wood chip boiler. Mr. Aubin inquired regarding gallon usage; Town Administrator Bolton directed him towards fuel log, kept by Finance Administrator Beth Rouse, and commented regarding school's overall usage. Mr. Aubin inquired regarding storage; Town Administrator Bolton confirmed 6000 gallons diesel, 4000 gallons gas. Fire Chief Vezina expressed concern with storage size. Mr. Aubin inquired regarding bulk purchasing. Town Administrator Bolton inquired regarding an additional tank; Vice Chair Meaney expressed concern with environmental regulations. Town Administrator Bolton will follow up.

APPROVAL OF MEETING MINUTES:

November 5, 2018: Selectman Snyder followed up on a public comment regarding easements. **Vice Chair Meaney moved to approve the minutes as amended, Selectman Burdick seconded; passed 4-0-0.**

November 17, 2018: Vice Chair Meaney moved to approve the minutes as amended, Selectman Snyder seconded; passed 4-0-0.

November 19 & 26, 2018: The Board tabled these minutes to the next meeting.

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

To order the Treasurer to sign the payroll and accounts payables checks dated December 6, 2018 as included in the following manifests:

<i>Payroll Manifest</i>	\$ 69,743.20 (Weekly & Fire monthly payroll)
<i>Accounts Payable Manifest</i>	\$ 128,764.74
<i>John Stark Regional School Manifest</i>	\$ 250,000.00
<i>Hillsborough County Taxes</i>	\$ 1,026,162.00
<i>Weare School District Manifest</i>	\$ 450,000.00
<i>Supplemental Accounts Payable Manifest</i>	\$ 1,211.17
<i>Total</i>	<u>\$ 1,925,881.11</u>

GOVERNMENT BUILDING & MAINTENANCE PROJECTS:

Bell Tower/ Gordon Brown Buildings: Town Administrator Bolton was able to contact Tom Walker of Walker Roofing – behind schedule due to weather, but has committed to begin project in the spring. They will construct all the fencing, corner posts, and railings out of PVC during the winter and store them in the DPW building.

Security Camera Project: Per a conversation with Emily Dauphinais, Pasek will begin installation Wednesday at 9:00PM.

Oil Tank in Basement of Town Office: Irving will come out on Wednesday to discuss installation of whistle.

ADMINISTRATOR'S REPORT:

Road Maintenance Forum: Town Administrator Bolton presented a draft of the flyer for the forum hosted by the UNH T2 Center and All States Asphalt regarding various road maintenance options for the Town (Weare Middle School, Thursday December 13th at 6:00PM)

Food Pantry: Terry Knowles has returned to work and will investigate information sent over by Town Administrator Bolton.

Perambulation of Town lines with New Boston: Selectman Burdick and Town Administrator Bolton received the New Boston perambulation report today and will review before bringing to the Board to sign.

Town Administrator Bolton requested a nonpublic session before the adjournment of the meeting.

CORRESPONDENCE/ OTHER BUSINESS:

Town Administrator Bolton has an email receipt from the *Union Leader* showing the public hearing to discuss road widths in the subdivision regulations was held in August of 2018, therefore it was appropriately publicized.

Town Administrator Bolton followed up on the SHB/ Cortland Avenue project to address concerns that was discussed last meeting with the Conservation Commission. Town Administrator Bolton met with Planning Board Chairman Craig Francisco and Code Enforcement Officer Chip Meany. The Conservation Commission has an easement only on the open space, the developer still owns the 26.8 acres of open space. The easement has stipulations of what is allowed and not allowed on the property. There is no language regarding tree cutting, therefore it would appear that the owner has the right to cut his trees. The monuments have been bonded as part of the road bond, so before the bond is released verification needs to be provided and certified that they have been set. The last issue was that the zoning ordinance was amended so that before the mylar can be recorded the monuments for the open space need to be set and certified. The only issue that could be considered not compliant would be the stockpiling of materials in the open space.

The Transfer Station employees were recognized by Skip and Jackie Sullivan in *Weare in the World*. Great job to all.

Selectman Snyder inquired regarding a copy of the new Fire Chief contract; Town Administrator Bolton confirmed Town Counsel Laura Spector-Morgan has additional adjustments that need to be made prior to holding the hearing. Selectman Burdick inquired as to votes on the contract; Town Administrator Bolton confirmed Board of Fire Wards vote.

NONPUBLIC

Vice Chairman Meaney moved, Selectman Snyder seconded to enter into nonpublic session @ 8:01 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; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Burdick seconded to exit this nonpublic session @ 8:13 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 5-0-0

Vice Chairman Meaney moved, Selectman Snyder seconded to seal and restrict the minutes of this nonpublic session. Passed 4-0-0

Being there was no further business to come before the Board, Vice Chairman Meaney moved to adjourn at 8:14 PM, Selectman Osborne seconded; passed 4-0-0.

ADJOURNMENT

A True Record.

Hannah Smith

Hannah Smith
Recording Secretary

ADJOURN