



WEARE BOARD OF SELECTMEN
MEETING MINUTES
December 26, 2018

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

RECORDING SECRETARY: Hannah Smith

TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Doug Alwine, Frank Campana, Greg McDowell, Richard Butt, Steve Roberts, Sean Kelly, Robert Vezina

Chairman Hippler called the meeting to order at 6:30PM and invited those present to join the Board in the Pledge of Allegiance.

PUBLIC COMMENT: Frank Campana was present to inquire regarding the default budget, which will be discussed at a public hearing January 14, 2019. Town Administrator Bolton clarified the Board had discussed the default budget back in October/November 2018 and there has been no changes since. Mr. Campana requested clarification regarding insurance and fuel. Mr. Campana also reminded the Board of a helpful handout form the previous year, released on January 2, which compared the default budget to the proposed budget. Mr. Campana also expressed concern with the Board's vote on December 17, to increase employee salaries by 3% in the coming year. In his opinion, it is placing an unnecessary burden on the taxpayers and he would like the Board to reconsider this vote. Mr. Campana also inquired regarding the insurance decreases for Town employees – what is the exact percentage of savings, including the 3% salary increase.

DEPARTMENT HEAD & COMMITTEE ITEMS:

Cable TV Committee - Sound Mixer: Richard Butt of the Cable TV Committee was present to request funds (not to exceed \$1600) from the Cable TV Capital Reserve Fund for the purchase of a smart channel mixer and new microphones. Currently there is a broken microphone and current 8-channel mixer picks up dissonant noise. **Vice Chair Meaney moved, Selectman Snyder seconded, to approve the request for up to \$1,600 from the Cable TV Capital Reserve Fund to purchase a mixer and microphones. Passed 3-1-0 with Chairman Hippler opposing.**

Cable TV Committee - Change in Proposed Operating Budget Line Items: Richard Butt of the Cable TV Committee was also present to request a change to the proposed operating budget – the line for supplies and the line for equipment had both been reduced due to a lack of expenditure in the previous year. Due to an anticipated increase in programming (such as for

the Historical Society and Police Department), there is an anticipated need for maintenance and repairs. The capital reserve fund is designed for major purchases, not maintenance and repairs. **Selectman Snyder moved, Selectman Osborne seconded to amend the line items for supplies and for equipment to previous amounts. Passed 4-0-0.**

Cable TV Committee – Recognition of Doug Alwine: Richard Butt of the Cable TV Committee was also present to recognize and thank Cable TV Committee member Doug Alwine for providing quality technical services for the Town for free. The Board joined Mr. Butt in thanking Mr. Alwine.

Fire Department – Improvements to Day Room: Fire Chief Bob Vezina was present to comment regarding an intent to purchase carpet tiles for day room area due to wear by chairs. The Board directed Chief Vezina to the government buildings fund. Town Administrator Bolton directed Chief Vezina to get 3 quotes, fill out a capital reserve form, and return to the next available meeting.

2019 BUDGET/ WARRANT ARTICLE DISCUSSION:

At the meeting of December 18, the Board accepted the resignation notice of Police Chief Sean Kelly. After the removal of some one-time expenses, the balance left in the 2018 budget is \$56,800.03. This is taking into account the hiring of Municipal Resources Incorporated to manage the hiring process for the new Police Chief (\$6500), server replacements for the Police Department and Town Office as well as Town Office software upgrades due to Windows end-of-life deadline (final cost approximately \$14,000), and DPW issues such as salt and road maintenance. Town Administrator Bolton also inquired regarding funds for the security camera project at the Safety Complex – should that come from the 2018 balance or from the government building fund? Town Administrator Bolton commented regarding earmarked funds for paving and bell tower. Regarding the security camera project, Town Counsel Laura Spector-Morgan has not been followed up with to review the contract. Chairman Hippler and Selectman Snyder expressed support for waiting on a legal opinion. Vice Chair Meaney agreed, but expressed concern with possibility of litigation. Selectman Snyder commented regarding the reputation damage of litigation with municipal customer. Vice Chair Meaney expressed hope for a middle ground solution. Chairman Hippler expressed concern with using MRI for the hiring process and inquired about alternatives as well as Chief Kelly's current hiring process. Town Administrator Bolton confirmed MRI process has similar standards to Chief Kelly's current hiring process. Vice Chair Meaney also confirmed, and commented regarding the New Hampshire Association of Chiefs of Police as well as the nuances of a candidate with law enforcement experience. Chief Kelly also confirmed. Selectman Snyder inquired whether Chief Kelly was familiar with the MRI process. Chief Kelly briefly reviewed the contract document and confirmed similar standards to his current hiring process. Vice Chair Meaney commented to the qualifications of Alan Gould, president of MRI as well as former Police Chief of Rye. Town Administrator Bolton confirmed the Board would be sitting down with Mr. Gould throughout the process. **Vice Chair Meaney moved to sign contract with MRI to manage the search for a new Police Chief for a fee of \$6500, Selectman Snyder seconded. Passed 4-0-0.**

Town Administrator Bolton directed the Board to review the default budget and the proposed budget, anticipating a change in the Police Department budget due to insurance as well as the retirement of Chief Sean Kelly. The Board agreed to discuss this at the next meeting.

ADMINISTRATIVE REPORT:

BOS Schedule: The Board of Selectmen will be meeting on January 2nd (Wednesday), January 7th, January 14th, January 21st, and January 28th.

Public Hearing: The public hearing for the proposed budget, warrant articles, and DPW bond will take place on January 14th, 2019 at 6:45PM. The Board will finalize the warrant articles between January 2nd and January 7th.

Finance Committee Schedule: On Thursday January 3rd, the Finance Committee will be meeting at 6:00PM to discuss the Fire Department budget, on Tuesday January 8th at 6:30PM to discuss the Town/ BOS budget, and on Thursday January 10th to discuss the Police and DPW budgets.

Food Pantry: The Food Pantry delivered 48 Christmas baskets. The Food Pantry will be officially opening on January 2nd with regular hours on Mondays and Wednesdays from 7:30AM until 10:30AM and then 4:30PM until 7:00PM. The phone number is **603-529-2470** and the email is **foodpantry@weare.nh.gov**. Selectman Snyder inquired regarding the involvement of Melissa Boudreau; Town Administrator Bolton confirmed, as well as volunteers. Town Administrator Bolton updated the Board on a conversation with Director of Charitable Trusts Tom Donovan regarding an expendable trust. Town Administrator Bolton will follow up with Trustees of the Trust Funds Chairman Lynda Fiala regarding logistics. Vice Chair Meaney commented regarding the complication of accounting mechanisms; Town Administrator Bolton confirmed – ideally there would be oversight by the Trustees.

Town Administrator Schedule: Town Administrator Bolton will be out of office on Friday, December 28th. The Town Office has normal hours until 4:30PM on Monday December 31st. The Town Office is closed on Tuesday January 1st.

Town Administrator Bolton inquired regarding a second Board representative for the Piscataquog Local River Advisory Committee; the Board has not yet decided.

CORRESPONDENCE:

Town Administrator Bolton has received a notice from DPW Director Benji Knapp regarding some sort of chemical spill on Bogue Road. DES and the DPW are aware of the situation and are monitoring it. The State bid list has two hazardous waste options: Clean Harbors and Accuworx. Chairman Hippler inquired regarding the substance of the chemical spill; Town Administrator clarified no one is aware yet but suspect it may be due to recent paving, although it showed up on Saturday or Sunday.

NONPUBLIC

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 7:21 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; Vice Chairman Meaney – yes. Passed 4-0-0

Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 8:04 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Vice Chairman Meaney – yes. Passed 4-0-0

Chairman Hippler moved, Vice Chairman Meaney seconded to seal and restrict the minutes of this nonpublic session.

NONPUBLIC

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 8:04 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; Vice Chairman Meaney – yes. Passed 4-0-0

Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 8:15 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Chairman Hippler – yes; Vice Chairman Meaney – yes. Passed 4-0-0

Chairman Hippler moved, Vice Chairman Meaney seconded to seal and restrict the minutes of this nonpublic session.

Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 8:16 PM, Vice Chairman Meaney seconded; passed 4-0-0.

ADJOURNMENT

A True Record.

A handwritten signature in cursive script that reads "Hannah Smith".

Hannah Smith
Recording Secretary