



WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 7, 2019

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

RECORDING SECRETARY: Naomi L. Bolton
TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Lori Davis; James Drury; Clarence Gardner; Gregg McDowell; Steve Colburn; Steve Roberts; Tom Clow; Beth Rouse, Finance Administrator; Sean Kelly, Police Chief; Peter Flynn; Frank Campana; Neal Kurk; Robert Vezina, Fire Chief

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

NONPUBLIC SESSION

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 6:30m 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 @ 6:50 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

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

Chairman Hippler called the meeting to order at 6:52 PM, apologized for the late start due to a nonpublic session with the Police Chief and then led those present in the Pledge of Allegiance.

PUBLIC COMMENT: Frank Campana stated that he is here to correct a comment that a speaker made last week regarding the tax rate setting. The speaker stated the tax rate dropped by 2 cents so he wanted the Board to “keep up the good work”. Mr. Campana reminded everyone that the overall tax rate did go down by 2 cents, but it was because of the school and not the Town. The Town portion of the tax rate actually increased by approximately 39 cents and there was no money given back from the undesignated fund balance. He felt that the correct information should be provided.

Neal Kurk stated that he could not find the personnel policy on the Town’s website. The Board agreed it was not. Mr. Kurk asked if he could get one emailed. Town Administrator Bolton stated that she would send it tomorrow. The second item was that Mr. Kurk stated he heard a rumor about hiring a replacement for the Code Enforcement Officer and that the replacement

has been chosen. Mr. Kurk stated that he would like make sure that a process is to be followed and if there is no process then one should be established and allow public input on a replacement. The Board indicated that there has only been one mention of possibly restructuring, but it was only for budget purposes. There has been no discussion about a replacement at this time.

DEPARTMENT HEAD/ COMMITTEE ITEMS: Fire Chief Bob Vezina was present to obtain permission to authorize the Fire Chief to submit the necessary grant application to the Safe and Active Community Program to provide kids with the safety gear and resources they need to participate in outdoor activities, such as walking and biking. The Safe and Active Community Program is a new initiative of the Injury Prevention Center at Children's Hospital at Dartmouth-Hitchcock (CHaD) made possible by a grant from Kohl's Cares. This exciting collaboration provides vital program support for local initiatives to promote safe and healthy activity for children and their families throughout New Hampshire. Chief Vezina will work with the schools and the police department on the distribution of these safety items. There is no match. **Chairman Hippler moved, Vice Chairman Meaney seconded to authorize Fire Chief Bob Vezina to apply for a grant with the Safe and Active Community Program through the Injury Prevention Center at CHaD. Passed 5-0-0**

FINALIZE WARRANT ARTICLES, BUDGETS, ETC.: Town Administrator Bolton started at the top of the warrant, but reminded that these are still draft and we have not yet received approval from DRA and Town Counsel. The intent of the articles will not change but the final wording for the public hearing may appear different than this draft. Town Administrator Bolton stated that the budget numbers, proposed and default have been filled. The reviews have not been input, so the tax impact has not yet been stated. The first changed article is the Fire Department Standby pay article).

Fire Department Standby Pay: Chief Vezina stated that after meeting last week with the Finance Committee and hearing their concerns, he and the Board of Firewards have come to making the decision to add a line in the article as stated, that if the article with the 2 full time personnel pass than this article would be null and void. By passing the full time personnel, there could be a savings by utilizing some per diem coverage with the full time personnel and to improve the late evening/early morning response time as planned. Selectman Snyder asked if there were still call nights. Chief Vezina stated that the Town of Weare has paid coverage from 7 AM to 10 PM – 7 days per week. During the 10 PM – 7 AM time frame there are people available but they are currently not being compensated. This article would be to identify people who are available and compensate them for every 4 hours of being on call you would receive 1 hour of pay. Chief Vezina stated that the closer a call comes in to 7 AM the less people respond and that is because they have a full time job and know the amount of time needed for a call would make them late.

Fire Department 2 Full Time Employees: Selectman Snyder asked how the hourly rate of \$20/hour and \$22/hour for and EMT Advanced was arrived at. Chief Vezina stated that he looked at the area towns of Henniker and Hopkinton to see what they are paying. He also took a look at our own staff in other departments, both DPW and Police. After looking at those he felt that \$20/hour and \$22/hour is not out of line for that professional service.

Clarence Gardner, John Connor Road asked why the articles related to pay show less than the total year cost. Chairman Hippler stated that the number in the article represents a certain amount of months to the end of the year, whether it is 6 or 9 months. He also informed Mr. Gardner that we will be adding the full year's cost of these items to the end of each article.

Police Department – ACO: Chairman Hippler stated that he would like the article to indicate the hourly increase numbers (from current to proposed) and the same with the number of hours that we are looking to achieve (30 hours).

Non-Union Personnel: Selectman Snyder stated that she has a concern with this article. The concern being that others are lumped into this article. The DPW is in here on top of their \$1/hour request and so is the Fire Department who has already received the \$1/hour. Chairman Hippler stated that as far as the Fire Department goes, the Board of Firewards has the discretion to give raises and that's been done. Selectman Burdick stated that she thinks this is double dipping and that the Fire Department should not be included. She also thinks that if the DPW article increases they should not be able to get this as well.

Neal Kurk, Mt. Dearborn Road asked how the Fire Department budget is set. He also asked who decides how much to appropriate for the budget and who decides on how much to spend. Chairman Hippler replied it is done by the Board of Firewards. The library is done the same way. The Library Trustees are the ones that decide the budget and the expenses, personnel included.

MANIFEST: Chairman Hippler moved. Vice Chairman Meaney seconded:

To order the Treasurer to sign the accounts payable and payroll checks dated January 10, 2019 included in the following manifests:

| | |
|---------------------------------------|---|
| <i>Payroll Manifest</i> | <i>\$ 62,499.97 (weekly payroll)</i> |
| <i>Supplemental Payroll Manifest</i> | <i>\$ 298.32 (late submittal of timesheets)</i> |
| <i>2018 Accounts Payable Manifest</i> | <i>\$ 28,174.45</i> |
| <i>2019 Accounts Payable Manifest</i> | <i>\$ <u>387,490.38</u></i> |
| <i>TOTAL</i> | <i>\$ 478,463.12</i> |

Passed: 5-0-0

APPROVAL OF MINUTES: These were tabled for tonight.

GOVERNMENT BUILDINGS & MAINTENANCE PROJECTS: Town Administrator Bolton explained that this list of items hasn't changed much since last meeting. The security camera project needs more work to be done before a decision can be made.

TA Office ceilings/walls: This will be a project for the spring.

Oil Tank in the Basement of Town Office: the whistle has been installed so this item can be removed

Town Office: A correction needs to be made as we will be looking at putting a new "propane" not oil tank in the basement area.

ADMINISTRATIVE REPORT: Town Administrator Bolton stated that the binders will be distributed to all members before deliberative session.

BOS Schedule for January Meetings: 7th; 14th; 21st; 28th.

Public Hearing: The public hearing for budget, warrant articles, and DPW bond is at 6:45PM on January 14th.

Finance Committee Meetings: Tuesday, Jan. 8th @ 6:30 PM – Town/BOS; Thursday, Jan 10th @ 6:30 PM – Police/DPW.

CORRESPONDENCE & OTHER BUSINESS

Public Notice: The Board of Selectmen will be attending the Finance Committee meetings as stated above.

Conservation Commission meeting: The Board of Selectmen will be holding a joint meeting with the Conservation Commission on Wednesday, January 9th @ 7 PM.

NONPUBLIC

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 8:07 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 @ 8:29 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

Chairman Hippler moved, Vice Chairman Meaney seconded to seal and restrict the 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 8:30 PM, Selectman Osborne seconded. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton
Recording Secretary