



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
February 4, 2019

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

**RECORDING SECRETARY:** Hannah Smith  
**TOWN ADMINISTRATOR:** Naomi L Bolton

**GUESTS:** Frank Campana, Fire Chief Bob Vezina, James Drury, Police Chief Sean Kelly, Nick Fox, Denise Fox, Neal Kurk, Heleen Kurk, Justin Douglas

At 6:30, Chairman Hippler called the meeting to order and requested those present to join the Board in the Pledge of Allegiance.

**PUBLIC COMMENT:** Frank Campana was present to express concern with how the Board plans to speak about the tax rate before voting day. While the Town tax rate is lower than the previous year, the portion the Board oversees is higher than the previous year.

**BUILDING PERMIT FOR EAST SHORE DRIVE:** As there was no Department Head/ Committee Items, Nick Fox & Denise Fox were present to express concern with some of the requests from the Zoning Board regarding their anticipated new construction (a residence). The Zoning Board has requested the Foxes widen a segment of East Shore Drive (first 4 lots of the road) from 16-18 feet to 20-22 feet. The Foxes also expressed concern with the Fire Department's requests regarding a turnaround. The Foxes had offered a turnaround near their septic system for Fire Department use, however, the Fire Department had requested an easement, signage, and for no one to park there. Vice Chair Meaney commented regarding the easement and signage. Denise Fox clarified the turnaround was offered as an alternative to widening the road, and is currently informally in use by many of their neighbors. Vice Chair Meaney commented regarding Class VI roads. Fire Chief Bob Vezina clarified that the turnaround is not a requirement from the Fire Department or the Board of Firewards. Vice Chair Meaney commented regarding the appeal process for the Zoning Board. Denise Fox inquired regarding responsibility of snow removal if easement were to be granted; Chairman Hippler reminded the Board the Town is not responsible for maintaining Class VI roads. Nick Fox commented regarding location of septic system and potential turnaround/ easement. Selectman Burdick inquired regarding number of houses on East Shore Drive; Denise Fox clarified approximately 30. Nick Fox expressed concern with permanent easement. Vice Chair Meaney inquired regarding homeowner's insurance stipulations for Class VI roads. Selectman Burdick inquired regarding other Class VI roads in Town – Zoning Board has not made similar requests regarding widening the roads. Nick Fox commented regarding other permit holders not being requested to widen road or provide turnaround. Chairman Hippler requested a copy of the map. Selectman Burdick inquired regarding turnaround, as there are many houses farther along East Shore Drive. Selectman

Osborne inquired regarding “not Town maintained road” sign on East Shore Drive; Nick Fox confirmed and commented regarding road association, which maintains East Shore Drive. Selectman Burdick inquired regarding Planning Board and Zoning Board; Nick Fox clarified turnaround was offered after Planning Board, before Zoning Board, as alternative to road widening. Chairman Hippler commented regarding Board of Firewards statement of approval. Town Administrator Bolton commented regarding judicial process of Zoning Board decisions. Vice Chair Meaney commented regarding Zoning Board hearing tomorrow night. Selectman Snyder inquired regarding televising of Zoning Board; Town Administrator Bolton confirmed Foxes were upstairs, not televised, but the recording didn’t work. Denise Fox commented regarding unanimous yeses on all 3 variances with this 1 contingency. Chairman Hippler inquired regarding anticipated length of driveway for new construction; Nick Fox confirmed 20-30 feet. Vice Chair Meaney commented regarding lack of set road width and potential encroachment. Chairman Hippler expressed concern with other sections of the road, which would not be widened. Selectman Burdick expressed concern with widening burden falling only on Foxes and not the road association. Nick Fox commented regarding lack of consistency in enforcing code 36.3.5.9.1, and necessity to demolish existing noncompliant structures and portions of driveways on East Shore Drive if enforced. Selectman Burdick inquired regarding grandfathering clause. Nick Fox commented regarding possibility of widening of first 50 feet (first 2 lots). Chairman Hippler inquired regarding next steps; Town Administrator Bolton confirmed final decision is up to the Board. Chairman Hippler inquired regarding widening of all 4 lots that belong to Foxes; Denise Fox clarified regarding neighbor’s easement and Nick Fox clarified regarding culvert. Denise Fox commented regarding wetlands. Chairman Hippler suggested receiving clarification from Zoning Board before making decision and commented that he personally doesn’t agree with recommendation. Town Administrator Bolton informed the Board of next Zoning Board meeting tomorrow, however, they handle scheduled hearings and not walk ins. Selectman Burdick suggested final decision be made next week. Vice Chair Meaney suggested reaching out to Jack Dearborn and Town Administrator Bolton suggested reaching out to Code Enforcement Officer Chip Meany. Town Administrator Bolton commented regarding standardizations vs case-by-case basis. Town Administrator Bolton requested the Foxes return to the next meeting for a decision; Denise Fox confirmed. Chairman Hippler tabled the discussion until appropriate follow-up with the Zoning Board.

**POLICE CHIEF SEARCH UPDATE:** Town Administrator Bolton reviewed the Board meeting with MRI regarding the hiring process for a new Police Chief, in response to a concern raised by Neal Kurk at a previous meeting. The Board had met with MRI on January 22<sup>nd</sup>. A signed contract occurred after Christmas to begin search. There were some elements of the meeting that are not public due to personnel-related discussion. A job advertisement was agreed upon and has been advertised (*Union Leader*, New Hampshire Municipal Association, Police Chief Association, and Town website) – the intent is to leave the advertisement open for 30 days, with a deadline of Friday March 1<sup>st</sup>. MRI will then review the candidates, perform phone interviews, distribute essay questions, and around April 1<sup>st</sup> present 3-5 candidates to be interviewed by the Board in a nonpublic session. Once a candidate is selected, a conditional offer will be made to the potential candidate to begin to perform a background and psych check. A decision is anticipated at the end of April with a longest possible timeframe of employment beginning in late May.

#### **APPROVAL OF MEETING MINUTES:**

**Minutes from 1/14/2019: Chairman Hippler moved to accept the minutes of January 14<sup>th</sup> as amended (and based on feedback from DPW Director Benji Knapp), Vice Chair Meaney seconded; passed 5-0-0.**

Minutes from 1/28/2019: The Board agreed to table the minutes of January 28<sup>th</sup> until the next meeting.

**MANIFEST: Chairman Hippler moved to approve the manifest as follows, Vice Chair Meaney seconded; passed 5-0-0.**

*To order the Treasurer to sign the accounts payable and payroll checks dated February 7, 2019 included in the following manifests:*

<i>Payroll Manifest</i>	<b>\$ 63,668.01</b> (Weekly & Fire Monthly payroll)
<i>Accounts Payable Manifest</i>	<b>\$ 19,271.28</b>
<b>Total</b>	<b>\$ 82,939.29</b>

**ADMINISTRATOR'S REPORT:**

Selectman Policy Binder: Town Administrator Bolton distributed the policy binders to members of the Board in preparation of the deliberative session.

Deliberative Session: The Town deliberative session will be on Saturday, February 9<sup>th</sup> at the Weare MS cafeteria. While the session begins at 9:00AM, Town Administrator Bolton requests the Board be present by 8:30AM. Town Administrator Bolton also requested the Board get any necessary material from Finance Administrator Beth Rouse *before* Friday.

**CORRESPONDENCE/ OTHER BUSINESS:** Chairman Hippler reviewed the meeting last Wednesday with the Board of Firewards to clarify ongoing questions of Board responsibilities. Meeting was informal and Legal Counsel Laura Spector-Morgan was present. Per the 1978 warrant article and State RSAs, the Board of Firewards will meet more frequently and handle its own budget in entirety. The Board of Selectman is responsible for anything to do with the safety complex as it is a government building. *Both* Boards will review and sign contracts. At Town Meeting, the Board of Selectman will move the Board of Firewards articles and present the Board of Firewards budget. The Board of Selectman will not be seeing day-to-day information such as bills and manifest. Town Administrator Bolton commented regarding similarity to Library.

Selectman Burdick informed the Board of a request she had received regarding warrant articles not being posted on website; Town Administrator Bolton stated she received a phone request this afternoon and they will go on the website in the morning, before deliberative session. Town Administrator Bolton also commented regarding organization of the amendment process so that we don't have a similar occurrence like last year, when the ballot got printed different from the amendment. Town Clerk Maureen Billodeau will have amendment sheets that will require anyone making an amendment will fill out the full wording of the amendment, not just partial amendments on scraps of paper. The form requires the printing and signature of the person making the amendment.

**NONPUBLIC**

**Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 7:25 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 @ 7:31 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, Selectman Burdick seconded to seal and restrict the minutes of this nonpublic session. Passed 5-0-0**

**Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 7:32 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 @ 8:11 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 8:15 PM, Selectman Osborne seconded. Passed 5-0-0**

#### **ADJOURNMENT**

A True Record.

*Hannah Smith*

Hannah Smith  
Recording Secretary