



WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
February 11, 2019

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

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

**GUESTS:** Jack Dearborn, Bobbi-Jo Plamondon, James Drury, Denise Fox, and Nick Fox

At 6:34, Chairman Hippler opened the meeting and requested those present to join the Board in the Pledge of Allegiance.

**APPOINTMENT FOR NEW ZBA VOLUNTEER:** As there was no public comment or department head/ committee items, Bobbi-Jo Plamondon was present to discuss her appointment to the ZBA. She was reached out to by Jack Dearborn, Chairman of the Zoning Board, and is interested in volunteering as she was born and raised in Weare and is currently raising children of her own and wants to give back to the Town. **Vice Chair Meaney motioned to appoint Bobbi-Jo Plamondon as an alternate to the ZBA for a three-year term, Selectman Snyder seconded; passed 4-0-0.**

**CLASS VI ROAD DISCUSSION:** Town Administrator Bolton reminded the Board that Jack Dearborn will also be discussing the next agenda item. Jack Dearborn stated that relevant stakeholders (Fire Department, Building Inspector, Planning Board, Zoning Board, Chairman Hippler, and Town Administrator Bolton) had met earlier this year to review the building permit process – Mr. Dearborn handed out a visual summary as outlined in that meeting. Mr. Dearborn reminded the Board of RSA 674:41 which pertains to buildings on Class V roads (not Class VI or private roads) and commented regarding “practical difficulty.” The building permit process has not always been implemented perfectly, but has evolved. Mr. Dearborn then made himself available for questions from the Board.

**Building Permit for East Shore Drive:** Jack Dearborn discussed the history of East Shore Drive as a 2-rod road (33 feet); Selectman Burdick confirmed hearing similar. There is signage regarding East Shore Drive being maintained by road association under the DPW Director. Building Inspector Chip Meaney and Administrative Assistant Wendy Rice had reached out to the East Shore Drive road association for the original document but no one was able to provide it. Mr. Dearborn had measured East Shore Drive: 18 feet plowed, with a crushed gravel base. Mr. Dearborn presented the Board with a copy of the tax map: first part of East Shore Drive is well-maintained and safe, probably about 33 feet for first chunk; however, there is a tarred parking space in Town right-of-way. Because East Shore Drive is a Class VI road, the Board may not direct any monies to it. The concern with the Foxes’ building permit is with an

ambulance's ability to turn around or two vehicles passing, as East Shore Drive can be very narrow with people parked on the Town-owned property. Ideally, people would not park on the side of lot 4, although they can still park over the Foxes' septic tank. The Foxes were granted a 12.5-foot berth from the stream for construction (instead of 25 feet). Chairman Hippler expressed concern with turnaround being so soon on East Shore Drive. Chairman Hippler inquired if the Foxes are required to make any alteration to their property other than signage; Mr. Dearborn confirmed signage at the Foxes' expense on the Town's Class VI road. Mr. Dearborn commented regarding expansion of East Shore Drive to 20 feet (instead of 18 feet) for first part. Chairman Hippler commented regarding enforcement and inquired if the ZBA is requiring the Foxes to widen all of East Shore Drive, even adjacent to lots they do not own, at their own expense; Mr. Dearborn clarified no. Vice Chair Meaney clarified that signage will be at the Foxes' expense. Mr. Dearborn clarified the intent of expanding the road is for life and safety, not to take land from abutters.

Town Administrator Bolton recognized Nick and Denise Fox. Denise Fox requested clarification that the Foxes are responsible for "no parking" signage next to lot 3 and 4 for a 50-foot length and inquired regarding anticipated number of signs. Chairman Hippler suggested 4. Jack Dearborn commented regarding assistance from DPW Director Benji Knapp. Denise Fox inquired regarding easement over septic tank; Mr. Dearborn confirmed not an issue. Nick Fox inquired regarding replacement of Class VI sign at the end of East Shore Drive; Mr. Dearborn clarified sign is old and nonconforming and DPW Director Knapp will be installing new signage with updated language to limit liability. Town Administrator Bolton commented regarding 20-foot width for 50-foot length inclusive of what is currently there. Nick Fox commented regarding ZBA concerns addressed and Planning Board concerns not addressed; Vice Chair Meaney suggested Board would waive Planning Board concerns. Mr. Dearborn commented regarding full length of East Shore Drive between 1 mile and 1.5 miles. Selectman Burdick suggested East Shore Drive road association might be able to assist financially with signage. Nick Fox expressed concern with plow damage to signs. **Vice Chair Meaney moved to waive the Planning Board's order for the Foxes to install a turnaround, Selectman Burdick seconded; passed 4-0-0.** Vice Chair Meaney directed the Foxes to reach out to DPW Director Knapp.

**FINALIZE PURPOSE STATEMENTS FOR MAILER:** Town Administrator Bolton reminded the Board that the Fire Department is currently discussing their relevant articles now. Town Administrator Bolton expressed concerns with "recommended" language, per conversations with Department of Revenue Administration and Town Counsel Laura Spector-Morgan, and requested the Board make a motion. **Chairman Hippler moved to recommend all articles in warrant, Vice Chair Meaney seconded; passed 4-0-0.** Selectman Burdick inquired as to conversations with the DRA and Town Counsel Spector-Morgan; Town Administrator Bolton clarified potential concern regarding year-to-year inconsistencies. Minor clarifications were made to articles 8, 11, 14, and 17. Chairman Hippler inquired regarding inclusion of tax impacts; Town Administrator Bolton clarified not on ballot, only in mailer and announced at deliberative session. Selectman Snyder reminded the Board of a request made by Frank Campana at the deliberative session to include annual cost (rather than partial annual cost). Chairman Hippler expressed concern with confusing people and commented that full cost is clearly in each warrant article. Town Administrator Bolton expressed concern, as tax rate changes each year and partial annual cost for 2019 may not reflect clearly as annual cost for following years – the Town does not yet have the revenue and assessed value calculation for 2020. Chairman Hippler expressed concern with edit/ addition to every single warrant article. Town Administrator Bolton suggested inclusion on short paragraph to assist voters in calculating annual tax impact with estimates based on 2019 tax rate. Town Administrator Bolton inquired regarding call-in for questions or informational coffee session. Selectman Burdick commented regarding poor

participation of call-in events. Chairman Hippler suggested leaving the call-in line open for half an hour. Vice Chair Meaney suggested coffee from 6:30 to 7:00. Selectman Snyder read final drafts of articles 3, 12, 22, 27, and 28. For article 22, Selectman Burdick inquired regarding certified installer of “proper” vents/ product; Town Administrator Bolton confirmed the language will be addressed during bid process. Chairman Hippler read final drafts of 4, 11, 23, 24, and 29. For article 4, Chairman Hippler inquired regarding historical use of default budget as measurement; Town Administrator Bolton confirmed 3 years prior, so 2016 budget. For article 29, Town Administrator Bolton inquired regarding a public hearing to change fees. Vice Chair Meaney commented regarding fee based off state parks or requiring Chase Park to petition for capital reserve funds for projects (excludes salaries). Vice Chair Meaney read final drafts of 5, 10, and 13. Chairman Hippler clarified that the Board of Firewards will be reading regarding articles 7, 8, 14, 15, and 16, and that Vice Chair Meaney will move on their behalf and has prepared statements just in case. Selectman Osborne was not present due to illness so Town Administrator Bolton read final drafts of articles 6, 17, 18, 19, and 20. For article 18, Chairman Hippler suggested amendment of language to “operator safety” instead of specifically referencing incident in December. Selectman Burdick read final drafts of articles 9, 21, 25, and 26.

Chairman Hippler presented the Board with a State of the Town for 2019. He had not read it publically at the deliberative session but will file it so any member of the public can read it.

**APPROVAL OF MINUTES:**

Minutes of January 28<sup>th</sup>: Selectman Snyder moved to accept the minutes of 1/28 as amended, Vice Chair Meaney seconded; passed 4-0-0.

Minutes of January 4<sup>th</sup>: Chairman Hippler moved to accept the minutes of 2/4 as amended, Selectman Burdick seconded; passed 4-0-0.

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

*To order the Treasurer to sign the payroll and accounts payables checks dated February 14, 2019 as included in the following manifests:*

<i>Payroll Manifest</i>	\$ 55,443.99 (Weekly payroll)
<i>Accounts Payable Manifest</i>	\$ 104,361.77
<i>John Stark Accounts Payable Manifest</i>	\$ 250,000.00
<i>Total</i>	<span style="border: 1px solid black;">\$ 409,805.76</span>

*As there is no Selectmen’s Meeting scheduled for Monday, February 18, 2019,*

*Please vote:*

*To order the Treasurer to sign payroll checks dated February 21, 2019 estimated to be about \$65,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$60,000.00 for accounts payables that cannot wait until the next scheduled meeting of February 25, 2019 without incurring late charges or interest. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting.*

### **GOVERNMENT BUILDING & MAINTENANCE PROJECTS:**

Propane Furnace at South Station: The cost of resolving the propane furnace issue cost approximately \$700. Town Administrator Bolton asked where the Board would like to pay for it from. Chairman Hippler commented regarding the Government Buildings Fund. Town Administrator Bolton will fill out Capital Reserve Fund documents for the Board to sign at the next meeting.

Oil Furnace at Town Hall: During the deliberative session, Town Administrator Bolton received a text regarding a lack of heat at the Town Hall. Town Administrator Bolton also received a call from the alarm company at 6am the next morning. Town Administrator Bolton called Irving – 3 tanks were at 0% while 1 tank was at 80% but had been turned off. Selectman Burdick inquired regarding a lock; Chairman Hippler commented regarding fire code. Tanks were filled on Sunday.

### **ADMINISTRATOR'S REPORT:**

Finance Committee: The Finance Committee is meeting Wednesday (2/13) to finish their recommendations; intend to submit by Friday due to holiday weekend.

President's Day: The Town Office will be closed on Monday (2/18) in observance of President's Day. The Board will not meet until the week after (2/25).

### **CORRESPONDENCE/ OTHER BUSINESS:**

Chairman Hippler commented that he was very disappointed that members of the Board had made amendments from the head table during the deliberative session. After the confusion from 3 years ago, the Board had agreed not to make amendments. When he had made amendments he did so from the floor and signed as an individual. Chairman Hippler was unhappy with the procedural.

### **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 (c ). A roll call vote was taken, Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney - yes. Passed 4-0-0**

**Chairman Hippler moved, Vice Chairman Meaney seconded to exit this nonpublic session @ 8:22 p.m. A roll call vote was taken, Selectman Snyder – yes; Chairman Hippler – yes; Selectman Burdick – yes; Vice Chairman Meaney - yes. Passed 4-0-0**

**The Board met to discuss a taxpayer's outstanding tax situation.**

**Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 8:23 PM, Vice Chairman Meaney seconded; passed 4-0-0.**

### **ADJOURNMENT**

A True Record.

*Hannah Smith*

Hannah Smith  
Recording Secretary