

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 22, 2013

PRESENT: TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN; KEITH R. LACASSE, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Tim Redmond, Ryan Boisvert, Jan Snyder

7:00 p.m. Chairman Clow called the meeting to order.

Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 7:02 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ 7:12 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

The purpose of the non public session was to interview a candidate for a position at the Highway Department.

DEPARTMENT HEAD AND COMMITTEE ITEMS

Candidate for Highway Department – Tim Redmond, Director of Public Works, said that they recently had an employee leave to go to another job. He asked the Selectmen to consider a candidate for the Highway Department. Mr. Redmond said that Ryan Boisvert worked for the department per diem during the winter and was an on-call fire volunteer.

Selectman Leary moved, Selectman Lacasse seconded to hire Ryan Boisvert as a Truck Driver at a rate of \$13.65 per hour. Passed 5-0-0

Concord Regional Resource Recovery Cooperative – Mr. Redmond and Chairman Clow attended the Concord Regional Resource Recovery Cooperative meeting. The town's contract with Wheelibrator will be expiring soon and the Cooperative is asking the Board for a decision on how the Town will proceed. The Cooperative wants an answer on the town's long term position for 2015 to 2022 by the June 1st. The price per ton and the new contract goes from 2015 to 2022 and lays out the Cooperatives projected costs and use of their reserves. Jim Presher, Cooperative Director, has offered to come before the Board to answer any questions they may have.

Mr. Redmond said that the Cooperative has been collecting money for years and put it into reserves expecting a large expense to build a regional facility, which will not happen. The revenue will be returned to the towns and Weare can expect \$208,000 to \$267,000, whether they stay with the Cooperative or not. If Weare stays with the Cooperative they can get a guarantee of price, the other option is to leave the Cooperative and find a landfill to bring the trash too. Regardless of leaving or staying with the Cooperative the town will get the tax distribution. The Town of Weare does not accept commercial trash. Chairman Clow said that from the meeting he

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understood that if commercial trash is trucked directly to the Cooperative from Weare, then the town gets credit.

The Cooperative provided estimated costs to haul to different places. For the Town of Weare to haul to Berlin it would cost \$65 per ton when mileage is factored in. Mr. Redmond noted that to haul to Berlin or Bethlehem will wear out the equipment and tires and more fuel will be used. It is a 4.3% differential cheaper to stay with Wheelibrator and extend the town's contract to 2022. The Cooperative needs to have 75% of the members stay with them to make it work. Weare brings 2.9% of the trash total to the Cooperative.

Vice Chairman Butt said that he is going to compare some towns on the list with Weare to see how Weare compares for tonnage and recycling. Mr. Redmond said that there are those who would say that Weare is even recycling their trash when taking it to the Wheelibrator by turning it into energy. Mr. Redmond said that trash tonnage has gone down little by little over time and they are sending less tonnage to the Wheelibrator with recycling slowly climbing.

The town's 3 year hauling contract expires at the end of 2013. If the town enters into another three year contract the costs will escalate over the three years. Mr. Redmond said that if they can control trucking they can control the costs. Mr. Redmond will be bringing forth a formal trucking proposal to the Selectmen for the Highway Department to provide the hauling and save the town money. He believes that a Highway Department employee can do the trucking; there are six of them at the Highway Department that have CDL licenses. Mr. Redmond said that it is not a good deal for the town to haul to Berlin or Bethlehem and feels it would be best to stay with Wheelibrator.

Mr. Redmond told the Board that he has the Concord Resource Recovery Solid Waste financial statement with the auditors report to present to the Finance Administrator.

Chairman Clow mentioned ash credits, which is beneficial to the town. The incinerator generates ash from burning and they are charging for the ash disposal. The ash is contaminated and can not be used for fertilizer.

The Board does not feel it is necessary to have Jim Presher, Director of the Cooperative come before them.

Non-Smoking Facilities – A month ago Mr. Redmond said that he addressed non smoking at the Highway Department, which was an abrupt decision due to cigarette butts on the floor. The Highway Garage is now non-smoking and the Transfer Station Office has always been a non-smoking building.

ADMINISTRATIVE REPORT

Chase Park Wetlands Application – The permit has been received and Mr. Redmond will be screening the base sand this week. Mr. Redmond will remove the sand, bring it back to the shop, screen it there, and bring it back to Chase Park completely rid of the glass. Naomi Bolton, Town Administrator, said that she has not contacted Mike Housman because the original application did not include new top beach sand. They must apply for new beach sand on a separate permit. She will ask Mr. Housman when the new sand can be brought in. It is not known how much the new beach sand will cost.

Police Policies and Procedures – Chief Begin forwarded three general orders for the Board. Vice Chairman Butt mentioned that they still need to move ahead with MRI. Town Administrator Bolton said that if Chief Begin didn't give them to her she would call MRI to request them. Vice Chairman Butt said that it was also a question of enforcement. Town Administrator Bolton will contact MRI first thing in the morning. Chief Begin provided policies for sick time, overtime, and taking the cruiser home. The Board's major concerns that need to be addressed through MRI are sick leave, hours of mandatory rest periods, and overtime policy. Selectman Lacasse mentioned that they were supposed to receive a flex time policy from the Chief.

Government Building and Maintenance Projects

Roofing Bids – The Board discussed that they prefer to open the bids for the Clinton Grove Academy Roof and the Town Office Roof in a public meeting with the bids to be due for the first Selectmen's meeting in June.

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Town Hall Doors – A mandatory pre-bid meeting is scheduled for Wednesday, May 15th at 4:00 pm at the Town Hall. The Board would like to get a price for concrete steps and a cost for granite steps. The Board discussed that the specifications call for two single doors and there are currently 4 door slabs. One new door will be the width of two current doors. Selectman Lacasse mentioned that the narrow doors were against current code. The existing doors are 1ft 11 inches wide each and the new doors will be 46 inches each. Selectman Lawton was concerned with catching that big of a door. Chairman Clow asked if it would be difficult for some people to open that size door. He said that when they viewed old drawings of the Town Hall and looked at having single doors it was discussed that they would be awkward. Chairman Clow said that his mind focused on the configuration that is currently there, which goes back a long way. The original building had two large doors. It was discussed that the landing will be a re-configured and they will focus on hardware that will facilitate easy opening of the doors. Selectman Lacasse mentioned that the bidder has to turn in a list of all material before purchasing.

Tax Bill Insert – Town Administrator Bolton will complete the tax bill insert for the May 6th meeting.

Investment Policy – Ms. Snyder told the Board that the Investment Policy needs to be signed by them each year. The town wide policy gives direction and determines how town money can be invested to ensure that town money is insured in proper bank accounts. There is currently town money in Citizens Bank and TD Bank that is being invested and everything needs to be covered up to 102%. The Board will put this discussion on the May 6th agenda. Ms. Snyder distributed balance sheets for the month of March.

CORRESPONDENCE – Selectman Lacasse told the Board that he spoke to a resident in town who informed him that they have been meaning to send an email to the Board regarding the Public Works Director doing a good job.

Chairman Clow moved, Selectman Lacasse seconded to enter into non-public session @ 8:34 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lacasee seconded to come out of non-public session @ 9:55 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Lawton – yes; Selectman Leary – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 5-0-0

Chairman Clow moved, Selectman Lacasse seconded to seal and restrict the minutes of the non-public session. Passed 5-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary

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Administrative Report Topics for April 22, 2013 Board meeting:

1. Emergency Management Director – Paul King will be here on May 6, 2013
2. Chase Park Wetlands Application – The NHDES wetlands permit arrived last week and a copy was given to Tim Redmond, DPW to be scheduled.
3. Police Policies and Procedures – Chief Begin forwarded three (3) general orders for the Board.
4. Performance Evaluation Forms – copies provided by the DPW to be shared with the Board tonight
5. SNHPC – Municipal Sharing Grant Project – Chris Hague and Naomi Bolton will attend the April 25th meeting at 4 PM to bring back information to the Board.
6. Website – At this point, Virtual Town Hall & Schools is scheduled to meet for a demonstration with the Board for Monday, May 13th at 7 PM.
7. Government Building & Maintenance Projects – Electronic Securities Protection (ESP) will be here Friday mid-afternoon to take one last review of the Town Hall and to order all his supplies.
 - a. Library Roof – out to bid – bids due back on April 26, 2013
 - b. Clinton Grove Academy Roof – not out to bid yet
 - c. Town Office Roof – not out to bid yet
 - d. Town Hall Doors – RFP to be reviewed this evening. Mandatory pre-bid meeting for Wednesday, May 15th @ 4 PM.
8. Tax Bill Insert – needs to be completed