

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
September 19, 2011

PRESENT: TOM CLOW, CHAIRMAN; RICHARD BUTT, VICE CHAIRMAN; LEE MARCROFT, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Chuck Bolton, George Malette, Jan Snyder, Samantha Walton

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

PUBLIC COMMENT – Mr. George Malette said that five years ago the Historical Society brought forth a concern with the humidity in the Stone Memorial Building. He explained to the Board that he ran a three month test in the building, through the spring into the beginning of the summer, in which he recorded the temperature and relative humidity. He reported to the Historical Society, that during the entire time, there were only two occasions that the humidity was above acceptable levels. If work was done in the crawl space there would be no humidity concerns and if it was done correctly there will be no maintenance costs. Mr. Malette feels that the use of the building does not constitute the need for the expensive system for humidity. Although Mr. Malette did not read the specifications from the Board on the heating system, he believes they can find a high efficiency wall unit. He can offer to the town to run calculations of the Stone Building to not only meet the issues now, but in a way that it won't be over sized if they make the building more efficient. He is willing to do it if he will not just be wasting his time. The high efficiency wall mounted heating system will fit in the existing space. A system like this would cost much less initially and would cost less to operate. Mr. Malette said that they need to minimize air leakage and install an air vapor barrier in the crawl space. Vice Chairman Butt said that they are not experts, but they do have a team in place, and asked that Mr. Malette present the information to that team and Selectman Lacasse. Chairman Clow urged everyone to move forward before the cold weather hits. The current specifications are for a ceiling mounted hot air propane furnace. Mr. Malette said that ceiling mounted systems are not as efficient. Chairman Clow suggests that Mr. Malette speak with the team and with Selectman Lacasse.

Mr. Malette said that since the signs in front of the Town Office Building were never requested to be there, he one again asks that they be removed. He said it is a regulation and in taking an oath of office the Board should uphold the regulation. Chairman Clow said that he will leave it as a regulation. Naomi Bolton, Town Administrator, said that that she is still researching. Mr. Malette asks that when the discussion takes place, it be an agenda item, so there can be public comment. Mr. Malette said that currently it is the Planning Board that provides wording for signage, not the Board of Selectmen.

Mr. Chuck Bolton commented on the notice that went out regarding preliminary assessment values. He told the Board that he did meet with Avitar on Wednesday. Mr. Bolton said that Avitar told him that they were adjusting for the decreased values of properties, but that is not really what happened, he has decreases in value with many variations on his four properties. He was told by Avitar that the true decrease in value is about 20%. With three of his properties the relative value has increased by \$1,000 before factoring in this year's taxes, with a possible increase. He does not think many people understood this is what was happening and commented that the notice

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said if your new assessment is anything greater than 80% value you would be getting an increase in your tax bill. He feels that the notice did not explain what was going on. His business and personal property were visited by Avitar and to review the variation changes on his assessment at the time he was told to file for abatement, the abatement was denied, but he did not want an abatement. Over the last couple of years he paid an increase tax due to mistakes made by Avitar. He was concerned with the notice that went out which was very misleading, he is very unhappy and finds Avitar very difficult to deal with. Mr. Bolton said he will be getting a 7.5% increase in his tax. He does not think the residents understand that the entire town was re-assessed.

Vice Chairman Butt said that every five years the town is required to go through a re-valuation and values are dictated through market value. Vice Chairman Butt asked Mr. Bolton if there is anything in the letter that was misleading. Mr. Bolton said that Avitar should have put in that if your valuation was anything greater than 80% you would get that percentage of an increase. Vice Chairman Butt said that he has not heard that, neither did the representative from Avitar state that. Vice Chairman Butt said that the sale ratio is the biggest concern, they were at 119.6% equalized evaluation based on sales and not everyone's value will go down 20%. The five year re-valuation is built into the contract with Avitar. Chairman Clow said that each year Avitar has gone back to properties, done on a gradual basis, so that they don't have to do the entire town in one year. All properties should have been visited within the five year period. Chairman Clow said that Mr. Bolton does still have the opportunity open to him to apply for an abatement.

Samantha Walton, VP of Weare Chamber of Commerce, asked the Board why the Weare Community Access Channel is only open to non-profit organizations; she thinks it should be open to all Weare businesses. The town has a sign ordinance that hinders small business here in Weare and people have a hard time finding businesses because of the ordinance. Ms. Walton thinks that advertising on the Weare Channel would be a fair compromise to the Weare Businesses. Some small businesses have collection boxes for the food pantry and people are not aware of some of them because the advertising. She purchased signs for Allied Auto that she brings in every night. Ms. Walton feels that they should be able to advertise on the Weare Channel, but some stipulations should be put forth for the advertising. She does not live in Weare, but does own four properties in the town. Ms. Walton would like to help the Town of Weare to promote business and feels that the town should be friendlier to business owners.

Ms. Walton told the Board that she has rented the Town Hall for two events that will be taking place for the Chamber. She would like to be able to advertise on the sign in the front of the Town Hall, but it is usually booked. Now that she knows about the Cable Access Channel, she will utilize it for the Chamber events.

Ms. Walton asked the Board what is going to be done about the Town Hall doors. Chairman Clow said they are currently working on it and recommendations should be coming forth. They are hoping to get the doors replaced this fall.

Chairman Clow said they cannot respond to businesses utilizing the Cable Channel at this time, but it does warrant discussion. Vice Chairman Butt said that there are restrictions and a cable ordinance regarding the use of the Community Access Cable Channel. Businesses can not directly advertise their business, but it could be done in a different format. Vice Chairman Butt thinks that it cannot be changed, there are certain restrictions and some may be ordinances that were put in place by the town. Naomi Bolton, Town Administrator, said that the Cable Channel has always been for non profit use. Vice Chairman Butt commented on a program called "Weare Abouts" that discussed businesses in town. There is plenty of equipment to be utilized and Vice Chairman Butt said that there could be a program about Weare Businesses where business owners could be invited in to discuss their business. Naomi Bolton, Town Administrator, will review the ordinance to see if she Ms. Walton can sit on the Cable Committee. It was discussed that typically whoever rents the facility should be allowed to use one side of the sign for the event.

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MANIFESTS

Chairman Clow moved, Vice Chairman Butt seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated September 22, 2011. Passed 3-0-0

Accounts payable	\$27,113.10	
Gross Payrolls	<u>\$40,273.21</u>	(Includes taxes, credit union, police detail)
Total	\$67,386.31	

MEETING MINUTES

Chairman Clow moved, Vice Chairman Butt seconded to approve the minutes of September 12, 2011 as amended. Passed 3-0-0

ADMINISTRATIVE REPORT – Naomi Bolton, Town Administrator, informed the Board that she received an email from the Southern New Hampshire Planning Commission regarding sustainable growth. The SNHPC has asked if the town will support the grant they are applying for regarding sustainable growth. The request does not state how much involvement the town will have. Vice Chairman Butt would like to know what the representatives to the SNHPC have to say about it. Naomi Bolton, Town Administrator, will contact them to see if they are in support of the grant.

The lawn care contract is due to expire November 30, 2011. Naomi Bolton, Town Administrator, told the Board that she sent a copy to PARC, Cemetery, and Fire Department and has received two out of the three back with changes. The Board has the final say with any changes. She would like to put the lawn care contract out for RFP in October and would like to put the discussion on the agenda for October 3rd. PARC wants to make the contract expire in one year. The Board discussed that there are different components in the contract and question if they all need to go to the same contract. Chairman Clow said that they ran into an issue three years ago when they discussed putting the contract out to bid and various committee members questioned if the contractor had the manpower to take on a commitment of this size. Vice Chairman Butt asked that the Public Works Director put together a cost for equipment and whether or not he has manpower to take over the lawn care.

Naomi Bolton, Town Administrator, informed the Board that the Finance Director has printed all the 2012 worksheets and she will distribute them this week to all department heads to start working on their budgets. Vice Chairman Butt said that department heads should not include wage increases in their budgets, just what is needed to run their departments. Vice Chairman Butt said that they need to make sure that the Finance Committee is aware of the schedule.

Chairman Clow thinks the earlier they can get the department heads in to discuss their budgets the better. Chairman Clow would like to see them proceed soon to give everyone a chance for input. The budgets should be presented to the Board of Selectmen first and then the Finance Committee based on the presentations they made to the Board. Vice Chairman Butt thinks that department heads should be instructed to present to the Selectmen and then sit down with the Finance Committee with the CIP being a separate process. Chairman Clow thinks they should let department heads know that meeting with the Finance Committee is an expectation, not an option. The Board discussed that they have proven that they have given money back to the taxpayers almost every year.

Chairman Clow said that they would be going into non public regarding a grievance relating to the non public they had last week.

Chairman Clow moved, Vice Chairman Butt seconded to enter into non public session @ 8:12 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 Marcroft – yes; Chairman Clow – yes. Passed 3-0-0

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Chairman Clow moved, Selectman Marcroft seconded to come out of non public session @ 8:55 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Marcroft – yes; Chairman Clow – yes. Passed 3-0-0

Chairman Clow moved, Selectman Marcroft seconded to respond to the grievance by agreeing to advance each eligible member of the Police Department one step and increase compensation to that level as documented for that step, retroactive to April 2, 2011 as the money for the raises was included in the default budget. Passed 2-1-0; _____ was opposed.

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary