

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
OCTOBER 17, 2019

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

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Frank Campana; Brenda Cannon

At 6:30 PM, Chairman Hippler opened the public meeting and asked those present to join in the Pledge of Allegiance.

PUBLIC COMMENT: Frank Campana was present. Mr. Campana stated that he was here at the last meeting. He asked the Board at that meeting to think about communications and if the members consider that apparatus. In 2018, Article 7 there was a warrant article to change the Fire Department Special Revenue Fund purpose to include larger equipment items. Mr. Campana asked that each Board member reply individually to if they think that items like radios, towers and voter sites, all related to communications, equipment? Selectman Osborne stated no. Selectman Snyder stated that there are separate funds for communications already so these items in her opinion would not be included with that intent. Chairman Hippler stated that because the communications are shared by three separate departments, no. Selectman Burdick agreed with Chairman Hippler because of the item being shared with three departments. She also agrees that we should be putting something away this year for communications. Vice Chairman Meaney stated yes and no. The portable radios, radios and that type of stuff is equipment, but to go around with towers, voter sites for communications, no. Mr. Campana stated that he knows the Board of Selectmen have washed their hands of the Fire Department regarding money items. Anytime the discussion of communications has come up in response to three different departments. Mr. Campana asked if it was only one department with communication issues. The Board replied all three. Mr. Campana stated the issue that there is a problem and the Board is indicating that it is going to be a large dollar amount repair. He feels that there is a special revenue fund that is generating income and could be taken to offset as a solution. Mr. Campana personally considers a radio, communications. He feels that the Selectmen should approach the Board of Firewards, explain to them we have a common problem, communications, as of 2018 there is money possibly available to offset it.

DEPARTMENT HEAD/COMMITTEE ITEMS:

Library: Brenda Cannon, Trustee was present. Ms. Cannon stated that she is here to discuss an ongoing issue about the crosswalk from the middle school to the library. In January a Weare resident asked one of the library trustees if a crosswalk could be put in from the middle school to the library. They told the resident it was not their issue as they don't have anything to do with roads, but they would forward it onto

the appropriate department. They passed it on and the next thing they knew the library was getting a bill for around \$800 for signs. Town Administrator Bolton forwarded it over to the school and they provided a check for half the bill, which leaves a balance of about \$409. The trustees feel it is a Town issue and not a library issue. Ms. Cannon stated that they feel that they are basically being punished for being good citizens. She is here tonight to see if there is some sort of general fund that the Town could pay for it and not the library. Chairman Hippler stated that he is not sure where the communication breakdown occurred, but it did somewhere along the way. Ms. Cannon stated that she doesn't know if there are any email communications other than a mention in the monthly trustees' minutes about it being passed onto the Town. Town Administrator Bolton stated the costs that are involved are the cost of the signs. The paint, use of machine to put the lines down and the time to do it was absorbed by the DPW budget. The signs are per state law so were costlier. Chairman Hippler asked if we have a line, we can pay for it from. Town Administrator Bolton stated that the DPW only has \$1,200 for the entire year for replacement signs. We could over run that line or could see if the Finance Administrator could create a one-time purchase line for these signs in the DPW budget. **Selectman Burdick moved, Selectman Snyder seconded to create a one-time expense line in the DPW budget and pay the \$408.96 balance of the bill for the signs from the sidewalk from it. Passed 3-1-1 (Hippler – opposed; Meaney – abstained).** Chairman Hippler stated that we need to try both ways to improve communications between both entities. A joint meeting between the library trustees and the selectmen should be held in the near future, just like the Board did with the Firewards. Ms. Cannon felt it was a great idea.

Chairman Hippler excused himself from the Board for the next item.

STONEWALL REMOVAL FOR DRIVEWAY ENTRANCE – 278 QUAKER STREET: Rick Hippler, owner of 278 Quaker Street is present to obtain approval to open up the driveway width as it comes onto Quaker Street. He would like to move approximately 15 feet of stonewall and the dirt behind it to allow better access for his property. He owns antique tractor-trailer units and needs to be able to get into his driveway. Once he gets into his driveway, he has enough room to turn around on his property. He feels the wall to be removed is a retaining wall that was built and not property line, but he is here just in case. There is some original stonewall and he has no intention of removing any of the original stonewalls. Vice Chairman Meaney stated that this application was presented before the Planning Board on 10-10-19 and approved. **Selectman Snyder moved; Selectman Burdick seconded to allow 15' of stonewall to be removed to improve access to 278 Quaker Street. Passed 3-1-0 (Osborne opposed).**

Mr. Hippler returned to the Board as Chairman.

MINUTES: All minutes tabled for the next meeting.

MANIFEST:

Chairman Hippler moved to order the Treasurer to sign the accounts payable check dated October 17, 2019 as included in the following manifest:

Weare School District Payable Manifest	\$ 250,000.00
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The following manifests were previously ordered to sign at the October 7, 2019 Board of Selectmen meeting:

Payroll Manifest	\$ 56,060.80 (weekly payroll checks dated 10/17/19)
Accounts Payable Manifest	\$ 20,304.93 (checks dated 10/17/19)
Fire Department Accounts Payable Manifest	\$ 49,680.74 (checks dated 10/17/19)

As there are no Selectmen's Meetings scheduled for Monday, October 21, 2019

Please vote:

To order the Treasurer to sign payroll checks dated October 24, 2019 estimated to be about \$60,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$75,000.00 for accounts payables, as well as a check to the John Stark Regional School District in the amount of \$250,000.00 that cannot wait until the next scheduled meeting of October 28, 2019. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at said meeting. Vice Chairman Meaney seconded the motion.

Discussion: Selectman Snyder stated that on one of the old manifests there is still a live check for Mt. William Inc. possibly by mistake. Town Administrator Bolton will check into it. **Passed 5-0-0**

Chairman Hippler stated that there are not enough signatures on the bond reduction for Cortland Avenue. There were concerns. This is a reduction that has been approved by the engineer. The funds for this is in a separate bond account. Selectman Burdick stated that she feels that there is an issue with the standing water still there. The original plan and engineer can be checked with.

Fee Structure for Tax Deeded Auction: Town Administrator Bolton received a fee structure agreement from St. Jean Auctioneers for the upcoming auction on November 16th. **Vice Chairman Meaney moved; Selectman Burdick seconded to authorize Chairman Hippler to sign the fee structure for the tax deeded auction with St. Jean Auctioneers. Passed 5-0-0**

Permit to trap on Woods Property: Town Administrator Bolton received a permit to trap for Glenn Dubois for the Woods Conservation land. The Conservation Commission approved it and signed off, now it takes the Board to sign off too. **Vice Chairman Meaney moved; Selectman Burdick seconded to authorize Glenn Dubois permission to trap on the Woods Conservation land and authorize Chairman Hippler to sign the form. Passed 5-0-0**

Trustees of Trust Fund Alternate: Town Administrator Bolton received a letter from the Trustees of Trust Funds regarding the alternate position. Tom McCarthy resigned, and the Trustees would like to have the Board appoint Tom Clow as an alternate. **Chairman Hippler moved; Vice Chairman Meaney seconded to appoint Tom Clow as an alternate to the Trustees of Trust Funds pending legal review to make sure there is no conflict for Mr. Clow to sit as he is currently on the Finance Committee. Passed 5-0-0**

ADMINISTRATOR'S REPORT: Government Building & Maintenance Projects

Town Administrator Bolton stated that the list had not been changed as the majority of the projects will be bid out in the spring. Quotes are being gathered for the projects for warrant articles for the 2020 Town Warrant.

The front door keypad does not work any longer, quotes for new devices will be obtained. One has been supplied, but more need to be obtained per the purchasing policy.

The other issue is over the past month we have had Roto-Rooter here to unplug the bathrooms. After the service it was noted that there were large wads of paper towels in the toilets. The board discussed getting air dryers. Quotes can be gotten from Grainer; Uline and FW Webb.

ADMINISTRATOR'S REPORT: Administrative Topics

Capital Improvements Schedule: This is done. The Planning Board will see it on 10/24/18; Board of Selectmen will see it on 10/28/19; and Finance Committee will see it on 11/6/19.

Tax Deeded Property Auction: The auction has been scheduled for Saturday, November 16, 2019 at 9 AM at Weare Middle School Cafetorium just like last year. Eviction notices have not been served yet, Town Administrator Bolton will check with Town Counsel on status.

Tax Rate Setting: Towns are still waiting as we are, so as soon as we know we will set the rate.

2020 Budgets: Next week you will see the CIP Presentation as well as the Finance Administrator will be here to do the Default Budget and Revenues.

Radio Communications: A new map with all the voter sites and towers and dead spots have been plotted and sent to be printed. We will be setting up a follow up meeting soon. At the next meeting grants can be asked about as well.

Exit Interview: There is an exit interview scheduled for the 10/28/19 meeting.

CORRESPONDENCE & OTHER BUSINESS

Knotweed Spraying: Selectman Burdick stated that she received a phone call from a resident like several others did regarding the knotweed spraying. The concern was that the Town should put out a notice so that residents are aware of when so that they can leave their property while the spraying is taking place.

Blake Road: Chairman Hippler received another email from the resident of Blake Road regarding the junk yard situation at Mr. Wilson's. Town Administrator Bolton stated that what started out being a plan that was going to be worked out. Correspondence started out cordial and then the phone became disconnected and when someone went to the house, no one came to the door. The Town is left with pursuing the legal remedy which unfortunately takes time.

RFP for Forester with Conservation Commission: The Board asked Town Administrator Bolton to reach out to the Chairman of the Conservation Commission regarding the RFP for the Forester. The Board had agreed to meet with the Conservation Commission again after the last one.

Mechanic Position Posted: Selectman Snyder asked if the vacant mechanic position was posted. The ad was posted the day following the notification of resignation.

Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 7:40 PM, Vice Chairman Meaney seconded; passed 5-0-0.

ADJOURNMENT

A True Record.

Naomi L Bolton

Naomi L. Bolton
Recording Secretary