

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
OCTOBER 7, 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: Police Chief Chris Moore; Donna Osborne; Ted Kehn; Frank Campana; Charles A. McLain; Mike Muise; Austin Maguire; Brandon Montplaisir; Paul Lewis; Leland Hunter; Natassia Martel; Bob Cole; Nicki Engelhardt; Karl Engelhardt; Dennis Aubin.

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

SWEARING IN OF NEW POLICE OFFICER: Chairman Hippler recognized Chief Chris Moore to introduce the new police officer. Chief Moore introduced Leland James Hunter who was born in Nashua and resides in Goffstown with his fiancé Nastessia. He comes to Weare from the Hillsborough County Sheriff's Office. Some of his personal interests are softball. He's a musician. He likes motorcycles and fitness. Mr. Hunter has approximately 4 years of law enforcement experience outside of the jail. He is already certified as a NH Officer and they are looking forward to working with him. Mr. Hunter will go right into field training tomorrow with Officer Muise for about 10 weeks and then he will be ready to go out on his own. Chairman Hippler stated that the Board met with Mr. Hunter two weeks ago. Everything came back with raving reviews and the Board unanimously said yes. **Chairman Hippler moved, Vice Chairman Meaney seconded to hire Leland Hunter as a full-time patrol police officer at a starting rate of \$22.26 per hour. Passed 5-0-0**

Chairman Hippler administered the oath of office with Leland Hunter. Upon completion Mr. Hunter's fiancé Nastessia pinned on his badge.

Ted Kehm and Mike Pacheco were present from Employer Support of the Guard and Reserve (ESGR), which is a nationwide program funded by the Department of Defense. The organization is made up of about 7,000 volunteers nationwide and 52 volunteers in the State of New Hampshire. Their job is to go out and make sure the relationship between employers and their National Guard and Reserve employees is one of mutual admiration and respect. The reason they want it to be of mutual admiration and respect is number one peace has not broken out all over. Reservists and National Guard members are deployed in greater and greater numbers each year. The relationship between the guardsman and reservists and employers is one of the most important relationships that we have. They understand that there is a shared relationship, so when the reservist is gone away someone has to pick up that task and move on. The reason for them being

here tonight is they have a robust award program where guardsmen and reservists are able to nominate their bosses and company that they work for. This program starts at the bottom and goes all the way up to the National Freedom Award that recognizes small, medium and large companies for their active support of the Guard and Reserve. Tonight, they are here to give out the Patriot Award that is given by the employee to their direct supervisor, the first line of support. Officer Jacob Hatch nominated Chief Christopher Moore, so they are here to present the award.

PUBLIC COMMENT: Charlie McLain, Deering Center Road, was present to discuss the Hometown Hero Award that he was presented at the Granite State Communications open house. Mr. McLain stated that he has been very fortunate to be a part of this community. He has a lovely wife; three great boys and he has received all kinds of certificates of appreciation but up until the other day, being the guest speaker at the class of 81 was the top of the list, except for his wife and boys. To be honored with the Hometown Hero Award was just unbelievable. Mr. McLain wanted to come down here in person to say thank you. It was beyond all his expectations.

Frank Campapa, Quaker Street, was present to discuss a couple of things. First, on October 26th the Town hired an Animal Control Officer (ACO). He inquired of if and when there was a discussion of a vehicle for that person. Mr. Campana stated that he feels like the Board has put the cart before the horse on this situation. Mr. Campana asked, what is the person doing for a vehicle now? It was mentioned that night that the plan would be to rotate the explorer down to the ACO when a new vehicle is purchased. Mr. Campana hopes that new vehicle will not be purchased between now and March. So, what is going to happen for the next 6-7 months for the ACO? The next issue was communications. There has been one other person who has questioned the communications and what is going to happen with the Fire and Police, not necessarily the Highway Department. Mr. Campana asked if the Board considers communications as apparatus? If the Board considers it apparatus then there's a fund, the ambulance billing fund, that's available. Mr. Campana stated that he will come back next week for the answers.

DEPARTMENT HEAD/COMMITTEE ITEMS:

Police Department: Chief Chris Moore was present. Chief Moore responded to Mr. Campana regarding the ACO. Chief Moore agreed that they may have put the cart before the horse a little bit. It would have been nice to have the equipment all set up before she came on. Currently what happens if there is a call, one of the officers has to come to the police station, pick up the ACO and go to the call, which is not very efficient for them. The plan would be to start converting the explorer to the ACO car putting them down to four patrol vehicles. Chief Moore then pointed out that Officer Paul Lewis is present tonight and invited him to the microphone to speak. Officer Lewis stated that he is doing pretty well. His energy is fully back, but he won't be fully recovered for about six months for anything nerve related. Currently his nerves are regenerating back to his hand and he is in PT three times a week. He's hoping to be back as a patrol officer within the next 6-12 months. Officer Lewis stated that the chief has been pretty creative with what he can do, and he is looking forward to working on the public information campaign that they are rolling out within the next month.

MINUTES: All tabled until next meeting.

MANIFEST:

Chairman Hippler moved to order the Treasurer to sign the payroll and accounts payable checks dated October 10, 2019 as included in the following manifest:

Payroll Manifest	\$ 55,853.47 (weekly & FD Stipend payroll)
Supplemental Payroll Manifest	\$ 4,765.50

Accounts Payable Manifest	\$ 169,747.92
Weare School District Manifest	\$ 500,000.00
John Stark Regional Accounts Payable Manifest	\$ 250,000.00
TOTAL:	<u>\$ 980,366.89</u>

The following manifests were previously ordered to sign at the September 23, 2019 Board of Selectmen meeting:

Payroll Manifest	\$ 61,048.07 (Weekly & FD monthly payroll checks dated 10/3/19)
Accounts Payable Manifest	\$ 67,307.19 (Checks dated 10/3/19)

As there are no Selectmen's Meetings scheduled for Monday, October 14, 2019

To order the Treasurer to sign payroll checks dated October 17, 2019 estimated to be about \$65,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$70,000.00 for accounts payables that cannot wait until the next scheduled meeting. Reports and actual check amounts will be reported to the Board of Selectmen by inclusion on the Manifest Memo at the next scheduled meeting.

Vice Chairman Meaney seconded the motion.

Discussion: Town Administrator Bolton explained that the supplemental amount of \$4,765.50 is for the 50% deposit for the previously approved quote for Leblanc Heating for a new furnace in the South Weare Fire Station. After approval the two contracts need to be signed by the Chairman and a check for 50% needs to accompany the contracts, one for the furnace and one for the AC unit. **Vice Chairman Meaney moved, Selectman Osborne seconded to authorize the Chairman to sign the contracts with Leblanc Heating Company, Inc. Electric for the installation of the new furnace at the South Weare Fire Station. Passed 5-0-0 Manifest vote: Passed 5-0-0**

CRF request from Cable: Town Administrator Bolton asked the Board to sign the Capital Reserve Fund request from the Cable funds for the new microphones that were approved in a prior meeting.

Heating/Propane Bids: Town Administrator Bolton solicited quotes for heating and propane prices for the upcoming heating season. Irving, Rymes and Dead River were solicited for fixed prices as follows:

Irving: \$2.305/gallon – heating oil; \$1.107/gallon – propane

Rymes: \$2.499/gallon – heating oil; \$1.349/gallon – propane

Dead River: \$2.329/gallon – heating oil; no price given

Chairman Hippler moved, Vice Chairman Meaney seconded to award the 2019-2020 Heating bids to Irving at a price of \$2.305/gallon for heating oil and \$1.107/gallon for propane. Passed 5-0-0

Vice Chairman Meaney moved, Selectman Burdick seconded to authorize the Chairman to sign the heating contracts for heating oil and propane for Irving. Passed 5-0-0

Tax Deeds Repurchased: Town Administrator Bolton explained to the Board that in verifying all the information in preparation of getting ready to set the tax rate, there were two deeds that were repurchased back in April. The deeds were not prepared, signed or recorded, so the Board was asked to sign the deeds tonight. The Board signed deeds.

Eviction Notices: Town Administrator Bolton received three sets of eviction notices that need to be signed by the Board, so they can be delivered to the Hillsborough County Sheriff's office to be delivered this week. The Board signed the notices.

Police Negotiations: Town Administrator Bolton stated that the Board needs a negotiating team, typically it's two Board members, Town Counsel, Chief Moore and Town Administrator Bolton. Vice Chairman Meaney and Selectman Burdick offered to be on the team. The Board agreed that Wednesday, 10/30 @ 5 PM. Selectman Snyder expressed interest as well. Town Administrator Bolton stated that in the past we have in the past alternated members in the event that one can't make it. Selectman Burdick and Selectman Snyder agreed to alternate if need be.

Advertisement and Job Description for Administrative Secretary Position: Town Administrator Bolton shared with the Board a draft advertisement and job description for the vacant Administrative Secretary position. The Board agreed that it was fine and could be posted. It will be posted with the library newsletter, website and NHMA.

Sunrise Lane: Town Administrator Bolton stated that the Town accepted this road two years ago, so the owner has requested his bond returned. DPW Director Knapp went and did a final inspection and noted there was some pavement cracking. DPW Director Knapp is recommending that the Board keep \$1,500 to have the crack sealing done next year. **Vice Chairman Meaney moved, Selectman Burdick moved to return all but \$1,500 of the bond money to the former owner Art Siciliano, keeping the \$1,500 for crack sealing in the spring. Passed 5-0-0**

Daniels Road: Town Administrator Bolton stated that it has been almost a month since Connie St. Clair appeared before the Board requesting permission to trim the brush along Daniels Road. Not all Board members have been down to view in person. Town Administrator Bolton showed the Board a part of the tax map indicating roughly where the trimming would take place on lot #77 which is owned by the Town. Chairman Hippler stated that if we were to hire someone to come do this, we would require some insurance binder. The Board would like to come up with some sort of written description of the work to be performed as well as an insurance certificate. The Board is in favor of them doing it but would like something in writing.

Resignations: Town Administrator Bolton received two resignations. The first was from John Foss, moderator. Town Administrator Bolton wanted to thank John for all the work he has done over the years and wish him the best in future endeavors. The second one was the mechanic Tom Cummings at the DPW department will be done October 11, 2019. The Board has asked to have an exit interview. Town Administrator Bolton will reach out to set that up.

Bid for 6-Wheeler Dump Truck: Town Administrator Bolton informed the Board that the Highway Department solicited sealed bids for the 6-wheeler dump truck that was replaced last year. Two sealed bids were received and opened and are as follows:

CA Willard, Hanover, NH	\$ 3,010
Sizemore Motors, Weare, NH	\$ 3,000

Selectman Osborne moved to award the bid to CA Willard out of Hanover, NH for the bid of \$3,010. There was no second for the motion, so it fails. Selectman Snyder moved, Chairman Hippler seconded to award the bid to Sizemore Motors out of Weare, NH for the bid of \$3,000. Passed 4-0-1 (Hippler)

ADMINISTRATOR'S REPORT: Government Building & Maintenance Projects

Town Hall List of Projects: Town Administrator Bolton reached out to Tom Miller from Walker Roofing again looking for budget prices and still have none to date.

Gordon Brown Buildings: Town Administrator Bolton reached out to the gentleman whose name was provided by a resident. The gentleman indicated that he could not do it until next spring anyway.

Town Office Propane Tank Conversion/Installation: The Town has received a quote from Irving and will keep it as backup for the Board to use to proceed with a CIP request.

Dog House @ Town Office: DPW is still planning on doing this in the fall

Town Hall Sign Replacement: The 50% deposit was sent to Roberge Signs, so the sign is in the making and should be here in 4-6 weeks. Mr. Roberge is going to meet out there with DPW Director Knapp as there is concern with the installation of the new sign because of the granite posts.

Air Conditioners @ Town Office: A company was reached out to obtain a quote for backup for the Board to proceed with a CIP request.

Clinton Grove Bell Tower: Due to the time of year and being too cold to paint, this will need to be looked at as a spring 2020 project.

ADMINISTRATOR'S REPORT: Administrative Topics

Capital Improvements Schedule: CIP will be finalized tomorrow morning; from there the plan is to go to the Planning Board on October 24th; then to the Board of Selectmen on October 28th; with a final stop at the Finance Committee on November 6th.

Tax Deeded Property Auction: The auction has been scheduled for Saturday, November 16, 2019 at 9 AM at Weare Middle School Cafetorium. Each Board member was provided with a copy of the property card for each property. Chairman Hippler stated that there are a couple on the list that we decided to keep last year. Last year we decided to keep small parcels on Daniels Lake and by Abijah Bridge. Those two were removed and an update will be provided to St. Jean Auctioneers.

2020 Budget Schedule: 10/28 – Default & Revenues; 11/4 – Police & Library; 11/18 – Fire Department; 11/25 – DPW (Highway, T/S, Water & Sewer); 12/2 – all small budgets & wages/benefits

Radio Communications: Sean Goodwin and Art Durette from the State of NH met with Asst. Fire Chief Bob Richards; Police Chief Chris Moore and Town Administrator Bolton – overall good meeting. Bob Richards took the two gentlemen from the State around to Mine Hill and some of our voter sites. The State was going to reach out to Goffstown Dispatch with questions. A copy of the Milford RFQ was provided to the gentlemen from the State which was really more for a dispatch center. The State is supposed to supply the Town with a proposal and estimate within the next couple of weeks to be used as a basis to move forward to Town meeting.

Next BOS Meeting: Monday, October 14, 2019 no meeting due to Columbus Day. Town Administrator Bolton inquired to change meeting nights because she is not available on Monday, October 21, 2019. The Board agreed to meet on October 17th versus October 21st.

CORRESPONDENCE & OTHER BUSINESS

New Camera Location: Selectman Osborne stated that he has heard from lots of residents that they don't like the new location of the camera because it shows the back of the person at the microphone. There was a suggestion of possibly rearranging the table and put the microphone on the other side.

Orchard Path: Chairman Hippler was emailed by a resident of Orchard Path. Chairman Hippler met with the resident. When he arrived, another resident came out and they both had concerns about raising the height of the road and materials that were used. He drove the entire length of Orchard Path, Maplewold and Wallingford. Orchard Path did look like it was raised, but he is not a road person and was hoping that Director Knapp was going to be here.

Cortland Avenue: Selectman Burdick stated that someone had reached out to her regarding the trees that are standing in the water, possibly due to a culvert under Route 114, which would be a State culvert.

Gazebo Warranty: Selectman Snyder inquired about the status of the gazebo warranty. Town Administrator Bolton stated that she needs to call them because typically a post card is received but where it was done on a weekend and others were involved a phone call will need to be made. Selectman Snyder stated that maybe the Mildred Hall group would like to have a copy of the warranty once it's done.

Treasurer's Reports: Selectman Snyder stated that she would like a copy of the Treasurer's reports from January through September of this year. Town Administrator Bolton will ask for copies.

East Shore Drive: Vice Chairman Meaney stated that he received a phone call regarding East Shore Drive and the suggestion that buildings were being put in the right of way. Vice Chairman Meaney spoke to the building inspector, Kyle about this and he was going to take a ride down and look.

Senate Bill SB39: Chairman Hippler stated that he did have one last piece of correspondence regarding class VI and private roads. It was an updated senate bill 39 that was updated that took effect on 8-2-19. It was stated that every one that had the enjoyment of living on a private road should contribute to the cost of it. Vice Chairman Meaney stated that has to do with a private road which is different from a class VI road.

NONPUBLIC SESSION:

Chairman Hippler moved, Vice Chairman Meaney seconded to enter into nonpublic session @ 8:09 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 @ 8:24 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 these nonpublic session minutes. Passed 5-0-0

Being there was no further business to come before the Board, Chairman Hippler moved to adjourn at 8:25 PM, Vice Chairman Meaney seconded; passed 5-0-0.

ADJOURNMENT

A True Record.

Naomi L Bolton

Naomi L. Bolton
Recording Secretary