

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
AUGUST 26, 2019**

PRESENT: JON OSBORNE, SELECTMAN; JAN SNYDER, SELECTMAN; SHERRY BURDICK, SELECTMAN; JACK MEANEY, VICE CHAIRMAN

RECORDING SECRETARY: Naomi L. Bolton

TOWN ADMINISTRATOR: Naomi L Bolton

GUESTS: Ashley Thorgerson; Ricky Thorgerson; Monique Belletete; Matt Belletete; Chad Averill; Katelyn Ricker; Tom Clow; Frank Campana; Tim Matheson; John Van; Sadie Barton; Jacob Hatch; Austin Maguire; Mike Muise; Natalia Muise; Chief Chris Moore; Chris Renaud

At 6:00 PM, Vice Chairman Meaney called the meeting to order before entering nonpublic session.

NONPUBLIC

Vice Chairman Meaney moved, Selectman Osborne seconded to enter into nonpublic session @ 6:00 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; Selectman Burdick – yes; Vice Chairman Meaney - yes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Burdick seconded to exit this nonpublic session @ 6:32 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Osborne seconded to seal and restrict these nonpublic session minutes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Burdick seconded to enter into nonpublic session @ 6:33 p.m. pursuant to the authority granted in RSA 91-A:3II (b). A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Selectman Burdick – yes; Vice Chairman Meaney - yes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Burdick seconded to exit this nonpublic session @ 6:41 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 4-0-0

The Board interviewed a potential candidate for the ACO position.

At 6:43 PM, Vice Chairman Meaney opened the public meeting and asked those present to join in the Pledge of Allegiance.

PRESENTATION OF LIFE SAVING AWARDS: Police Chief Chris Moore stated that he would like to read the following commendation bar for life saving awards. After reading the commendation he would like to present the three individuals with awards.

On July 20, 2019, at approximately 10:05 pm, Officer Matthew Belletete and Officer Chad Averill were dispatched to 320 Colby Road for a medical assistance call (19WEA-37990-OF). On arrival, they observed Mrs. Ashley Thorgerson performing Cardiopulmonary Resuscitation (CPR) on a patient who was not conscious and not breathing. Officers took over CPR rescue efforts and applied Automated External Defibrillator (AED) shocks to the patient. Life-saving efforts continued until a pulse was detected and members of the Weare Fire and Rescue arrived to take over care. Prior to the patient being transported, she was breathing without assistance. Due to Mrs. Thorgerson, Office Belletete and Officer Averill's life-saving efforts, the patient survived the incident and they are awarded a Weare Police Department Commendation Bar for Lifesaving for their actions".

Mrs. Ashley Thorgerson stated that the patient got home about a week ago and she is fully fine. They told her that she really wouldn't remember much, but she remembers everything. She had a quadruple bypass and will make a full 100% recovery. She couldn't be here tonight, but wanted to thank the officers for their help.

PUBLIC COMMENT:

Frank Campana, Quaker Street, stated that he is not here for public comment but looking for a response from the Board from his request from the last meeting in regards to an agreement, as opposed to the word contract being used. Town Administrator Bolton stated that it was addressed later on in the evening at the last meeting, but it can be addressed again tonight. A resident had sent the same concerns/questions to the Town Administrator in an email so it was addressed under correspondence. First and foremost there is no end date to the contract. Secondly, it's an agreement and there was no intention as to not follow past practice, actually the Chief didn't even want an agreement with the Board because he felt that he didn't need one; but due to prior history that we had with Mr. Rigney we were cautioned as to put something in writing between the two parties so there's an understanding, so we drafted the agreement. There was no intention to skirt the issue of the 2005 warrant article regarding two public hearings. We felt it wasn't a contract like the article stated. The agreement merely was in writing of what our expectations are and what his are from the Board. Town Administrator Bolton pointed out that there was a public hearing held prior to the Chief's hiring as to what the community would like to see in their next Police Chief. All the qualities that were stated and asked for that night Chief Moore has except for one which was a New Hampshire resident and now he has even satisfied that in less than two months. The Board did run the agreement by Town Counsel but not for the purpose of having or not having a public hearing it was for the expectations of both parties. Town Counsel that reviewed it this time was not the same, therefore they would not have had any notation that Article 54 from 2005 even existed as that was not the reason for his opinion. Mr. Campana further added that a contract by any other name is a contract. Mr. Campana stated that someone could have done some homework and indicated that they want this word agreement used instead of contract.

John Van, Walker Hill Road, stated that last meeting the Board discussed an email that he sent to the Board regarding the radios. One of the comments made by Chairman Hippler at that meeting was that he was going to reach out to the Board of Firewards to see what they actually discussed because their minutes are actually sparse in terms of the radio. Mr. Van asked if the Board knows if that happened. He would like to know what the Selectboard is planning on doing about the poor radio system, other than just talking. He wasn't expecting an answer tonight but maybe by the next meeting.

Tim Matheson, River Road, Vice President of the Weare Historical Society, stated that he would like to thank the committee volunteers and the Weare townspeople who came out to enjoy and support the Weare Historical Society's Old Home Day. It was a great success. Thanks to all those and the Weare board members and it's supporting members for their dedication and time to make this event possible. A special thanks to the local and out-of-town businesses for their donations and support. Thank you to the Stockhaus' groundkeepers crew for their well-trimmed weeded lawn care. Thanks to the library staff for keeping the building open for restrooms. Thanks to the Weare Police Department, Weare Fire Department and EMS personnel for being on-site, John Knox, the alumni, the Weare Highway Department for a truck to haul away the rubbish, recyclables and providing barriers and road cones. Again thank you to all for making it a successful Weare Old Home Day.

DEPARTMENT HEAD/COMMITTEE ITEMS:

Library Update from Trustees: Town Administrator Bolton reported that the Library will not be present tonight. They informed her earlier that they will come back at another time.

Fire Department CRF Request: Town Administrator Bolton has a request from the Fire Department in the amount of \$724.21 to be taken out of the Air Pack Replacement Capital Reserve Fund which covers the shipping and handling charges to have the air packs sent out for annual testing. The current balance in the Air Pack CRF is \$21,955.43. **Vice Chairman Meaney moved, Selectman Burdick seconded to take out \$724.21 from the Air Pack Replacement CRF for shipping and handling fees related to sending out the air packs for the annual testing. Passed 4-0-0**

Glass Crushing at the Transfer Station: DPW Director Knapp put out the glass crushing to bid this summer and only successfully received one bid, which was from Ivar Martin for an amount of \$17,000. Director Knapp would like to have the Board award the bid so that he can get that scheduled. **Vice Chairman Meaney moved, Selectman Osborne seconded to award the glass crushing bid to Ivar Martin for the price of \$17,000. Passed 4-0-0**

ACO Officer: Police Chief Chris Moore stated that he is here to recommend to the Board that they hire Katelyn Ricker as the new ACO. Ms. Ricker is a resident of Weare. She has two years' experience in the Pittsfield Police Department as an administrative assistant and dispatcher. She's got a strong customer service ethic. She's passed the background investigation. She's currently in the criminal justice service and has a strong propensity toward working with animals. The rate would be \$15/hour with no more than 30 hours a week worked. **Vice Chairman Meaney moved, Selectman Snyder seconded to hire Katelyn Ricker as our ACO Officer starting at a rate of \$15 per hour and no more than 30 hours a week effective immediately. Passed 4-0-0**

TOWN HALL SIGN QUOTES FOR REPLACEMENT SIGN: Vice Chairman Meaney recognized Tom Clow. Mr. Clow stated that he came before the Board on July 29th to get the Board's go ahead to contact the Trustees of the Trust Fund to see if there were funds available to replace the sign. Before meeting with the Trustees Mr. Clow made contact with three different sign companies. One in Hillsboro

(Main Line Graphics); those are the ones that did the new Library sign and one in Bradford (Roberge Signs). Mr. Clow forwarded the websites of both these companies for the Board to review prior to tonight. The last company is from Henniker but due to health issues of the owner Mr. Clow was not able to get a third quote. On August 14th Mr. Clow met with the Trustees of Trust Funds and discussed the sign and what their expectations might be. At that meeting Mr. Clow had two estimates in hand, one for \$6,375 and one for \$5,800, but both those estimates has the sign mounted with black aluminum posts. Mr. Clow heard from others including the Trustees that they would prefer to see granite posts there to match other signs in town. Mr. Clow returned to both vendors to get prices to include granite posts. Mr. Clow handed a package of information to each Board member. First was a letter from the Trustees of Trust Funds approving up to \$8,000 for a new sign to replace the sign in front of the Old Town Hall. The second part is from Roberge Signs which has three parts; the first being his mock-up of what the sign would look like, it would be the same color as the library sign, which is process green with any printing to be in the gold leaf; second he breaks down what the cost is and scope of work including granite posts of 7" x 7", again same as the Library. The total of his bid including the granite posts is \$7,870. The next page was the bid from Main Line and their estimate was to include 10" x 10" granite posts for a total of \$9,000. Mr. Clow went back to Roberge to see why the difference in granite posts, which he responded that he could see design improvement with larger posts, but the price and handling is more costly without really improving the overall objective. Mr. Clow discussed having the Public Works Department to remove the existing sign, but Main Line Graphics wanted the Public Works to remove and install the granite posts, which was not how it was explained to be done by Roberge Signs. Mr. Clow is recommending to the Board that Roberge Signs be selected to replace the sign. Roberge Signs has offered to take the Historical Society sign and paint the background of that sign for no extra cost. **Vice Chairman Meaney moved, Selectman Snyder seconded to award the replacement of the Town Hall sign to Roberge Signs of Bradford, NH for the cost of \$7,870 with the funds to come from the Emma Sawyer Trust Fund. Passed 4-0-0** Town Administrator Bolton will check references before contacting Roberge Signs.

SAWYER ROAD – CLASS VI ROAD PERMISSION (2 LOTS), TAX MAP 407-176 & 407-177:

Chris Renaud was present. Mr. Renaud currently owns lots 407-176 & 407-177 on Sawyer Road. Mr. Renaud stated that he did file for a variance last year and the zoning board approved that. Town Administrator Bolton stated that the application was heard on June 5, 2018 at the zoning board. Mr. Renaud received approval on one of the lots and a potential buyer/applicant received approval on the other lot. Mr. Renaud is present to discuss approval for both lots 176 and 177. Vice Chairman Meaney stated that the zoning board granted approval and treated it like a driveway and not bringing it up to any certain standards. It's a Class VI and the issued down there have been drainage at the culvert on the corner of Jewett Road and Sawyer Road. The culvert is insufficient which has caused issues and flooding at times. Those improvements were discussed at the Planning Board and it was mentioned that before there would be approval granted that issue needed to be corrected. Vice Chairman Meaney stated that the Town is not interested in having another Class VI Road debacle by having the road upgraded to just driveway specifications, which creates further issues in the future, similar to the ones we are having on East Shore Drive. There is no maintenance agreement for the road currently. The Board asked who maintains the road now. Mr. Renaud stated that he doesn't know but it has been going on for the last thirty years now. In 2007 the last person to get a variance and build had to do some improvements which he did and built his house. Mr. Renaud stated that no one has clarified what should be done on the road. Vice Chairman Meaney stated that Mr. Renaud needs to talk with the Road Agent regarding the upgrade/replacement of the culvert at the corner on lot #177. Mr. Renaud stated that he will get in touch with the Road Agent for clear direction on the insufficient culvert and what he needs to do. Lisa Purington-Grolljahn was present and stated that they want to make sure that if there are houses going in

the road improvements need to be upgraded and inspected by a Town official. She has been told by a fire fighter that lives on that road that it is not passable currently to be able to get an emergency vehicle there. Selectman Osborne asked if Mr. Renaud has to do the entire road. The response was that only up past his last lot. Vice Chairman Meaney reiterated that Mr. Renaud will be contacting DPW Director Knapp for culvert specifications to address the insufficient ditches; once the work has been done and approved by the DPW director he can return to the Board of Selectmen for approval.

MINUTES:

August 14, 2019 Minutes: Vice Chairman Meaney moved, Selectman Snyder seconded the motion to approve the August 14, 2019 minutes as written. Passed 3-0-1 (Osborne)

August 19, 2019 Minutes: Selectman Snyder moved, Vice Chairman Meaney seconded the motion to approve the August 19, 2019 minutes as written. Passed 4-0-0

MANIFEST:

Vice Chairman Meaney moved to order the Treasurer to sign the payroll and accounts payables checks dated August 29, 2019 as included in the following manifests:

Payroll Manifest	\$ 53,454.35 <i>(Weekly payroll)</i>
Supplemental Payroll Manifest	\$ 189.18
Accounts Payable Manifest	\$ 163,169.26
Supplemental Accounts Payable Manifest	\$ 36.50
Fire Department Accounts Payable Manifest	\$ 3,005.38
<i>(Up to the following amount, pending approval by the BOFW)</i>	
John Stark Regional Manifest	\$ 250,000.00
Weare School District Manifest	\$ 600,000.00

Total: **\$ 1,069,854.67**

The following manifests were previously ordered to sign at the August 12, 2019 Board of Selectmen meeting:

<i>Payroll Manifest</i>	<i>\$ 59,531.20 (Weekly payroll checks dated 08/22/19)</i>
<i>Accounts Payable Manifest</i>	<i>\$ 43,943.76 (Checks dated 08/22/19)</i>

As there is no Selectmen's Meeting scheduled for Monday, September 2, 2019

To order the Treasurer to sign payroll checks dated September 5, 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.

Selectman Burdick seconded the motion. Passed 4-0-0

ADMINISTRATOR'S REPORT: Government Building & Maintenance Projects

Town Hall List of Projects: Town Administrator Bolton stated that she received a phone call from Walker Roofing indicating that they would like to come out and discuss the next work to be done on the Town Hall. The pictures taken by John Van will be shared with them for discussion.

Gordon Brown Buildings: John Van shared several pictures he had taken with his drone for the Board to have a good idea of the roof conditions to assist in discussion/development of an RFP. Town Administrator Bolton stated that she received a phone call today from Tim Matheson who had solicited

prices for work on some of the buildings. A price was provided for painting on the aluminum material for the roof which was less than others that were provided and it's not a replacement roof. There was a price provided for the eyebrow dormers on the Town Office Building which was shown in the pictures as an area of possible leakage or rotting. The last price that was provided was for the Clinton Grove Academy Bell Tower base prep, prime and paint which is for labor only, not materials.

Town Office Propane Tank Conversion/Installation: Still in pursuit of two more quotes.

Town Hall Sign Replacement: This item was addressed earlier this evening.

Air Conditioners @ Town Office: Town Administrator Bolton will reach back out to the three companies that quoted to see the cost to do the entire Town Office with new units with heat pumps. Another one may have to be added as there is no air in the former Selectmen's Secretary's office and it's hot in the summer and cold in the winter. The new quote for a complete system can address this issue at that time.

ADMINISTRATOR'S REPORT: Administrative Topics

ACO Position: Police Chief Chris Moore made a recommendation and the Board made a hire earlier tonight for this position.

CEDS Adoption Process: Southern NH Planning Commission has the CEDS project list on their website, so there is no further action on this.

Hometown Hero Nomination: The Board made a selection which was forwarded onto Granite State Communications. Each member received an invitation to attend the event and watch the presentation to the candidate. The presentation usually occurs around lunch time. It would be great for Board members to attend if possible.

Class VI Road Discussion: Mr. Renaud was present earlier tonight. He will be reaching out to DPW Director Knapp for instructions on the culvert and drainage, once completed and approved Mr. Renaud will be back to the Board for approval.

Capital Improvements Program: The subcommittee will be starting to meet with the individual departments regarding the 2020 capital requests. The first meeting will be Tuesday, September 17, 2019 at 8:30 AM.

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.

2020 Deliberative Session: The 2020 Deliberative Session has been set. It will take place on Saturday, February 8, 2020 at 9 AM at the Weare Middle School Cafetorium. The presidential primary will be taking place on February 11, 2020, mark the calendars accordingly.

BOS Meeting Schedule Discussion: Town Administrator Bolton stated that our regular bi-weekly meeting would mean the next meeting would be September 9th. Town Administrator Bolton stated that she will be out of Town and was wondering if the Board would meet on Thursday, September 5th instead of the 9th. The Board agreed to make that change so the next meeting will be Thursday, September 5th.

While on the topic of meeting schedule Town Administrator Bolton asked the Board when the weekly meetings would be resuming. Vice Chairman Meaney stated that he spoke to Chairman Hippler today about this and if everyone is okay with it he would like to resume back to weekly after Columbus Day. Vice Chairman Meaney also indicated that food for thought but he would like to have more of a discussion about the idea of possibly going back to bi-weekly after deliberative session, but that discussion can be held down the road.

CORRESPONDENCE & OTHER BUSINESS

Sawyer Road Pictures: Vice Chairman Meaney stated that he would like to thank Lisa Purington-Grolljahn for the pictures she forwarded the Board to show the conditions. The Board discussed that we really need to get control on these Class VI Road situations so that we don't end up with situations like East Shore Drive.

Radio System Item: Vice Chairmen Meaney stated that as John Van wrote to the Board we need to keep this on our list so that we can move forward. Some things have been done but we are not quite just there yet, but public safety needs to be on the forefront for our employees and our residents.

Resignation of Cable Committee Member: Town Administrator Bolton stated that Richard Butt submitted his resignation from the Cable Committee effective immediately. Mr. Butt thanked the Board for supporting equipment purchases and recognizing the benefit of rebroadcasting meeting on YouTube. Town Administrator Bolton stated that she would like to thank Mr. Butt as well. Mr. Butt was a huge help at Town meeting with the broadcasting. He took the time to record the Patriotic Celebration parade; the swearing in of Chief Moore; recorded the Meet the Candidates nights; and he started a Weare We Were program for the Town, etc. Thank you Richard. You will be greatly missed and hope you reconsider.

NONPUBLIC SESSION:

Vice Chairman Meaney moved, Selectman Burdick seconded to enter into nonpublic session @ 8:10 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; ; Selectman Burdick – yes; Vice Chairman Meaney - yes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Burdick seconded to exit this nonpublic session @ 9:16 p.m. A roll call vote was taken, Selectman Osborne – yes; Selectman Snyder – yes; Selectman Burdick – yes; Vice Chairman Meaney – yes. Passed 4-0-0

Vice Chairman Meaney moved, Selectman Osborne seconded to seal and restrict these nonpublic session minutes. Passed 4-0-0

Being there was no further business to come before the Board, Vice Chairman Meaney moved to adjourn at 9:17 PM, Selectman Snyder seconded; passed 4-0-0.

ADJOURNMENT

A True Record.

Naomi L Bolton

Naomi L. Bolton
Recording Secretary