

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
July 27, 2022**

PRESENT: JONATHAN H. OSBORNE, VICE CHAIRMAN; SHERRY M. BURDICK, SELECTMAN; FREDERICK W. HIPPLER, CHAIRMAN; JOHN VAN LOENDERSLOOT, SELECTMAN.

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: Bill Bartlett, Two-Way Communications; Tom Clow; Jack Dearborn; Sgt. Ryan Frisbie

CALL TO ORDER:

Chairman Hippler called the meeting to order at 7:38 PM followed by the pledge of allegiance.

RADIO DISCUSSION/UPDATE WITH TWO-WAY: Chairman Hippler stated that the Board would invited Bill Bartlett in from Two-Way Communications to provide an update on the status of the radio communication upgrades.

Bill Bartlett, Two-Way Communications stated that his team was dispatched about two weeks ago to Mine Hill. They did an analysis and found that we had a voter comparator that was dysfunctional. They transplanted a loaner piece of equipment to try to get four sites and Mine Hill online to restore some functionality. They should have 90% coverage and functionality with new parts. 70-80% coverage needs is the best scenario Mr. Bartlett stated that they could paint for now. In 2014 Two-Way was notified with issued that the police were having when Chief Sean Kelly was here. He was not contacted again until 2021 when Jack Dearborn reached out to have him and Motorola come discuss a new radio communication project.

Selectmen Van stated that in one of the Teams meeting there was a discussion of switching over to current cell tower. Mr. Bartlett stated that he had seen some chatter with the Police Department and existing cell tower owners. Selectman Van then asked Mr. Bartlett what it takes for the Town to get onto existing towers. Mr. Bartlett stated that in Phase I an application needs to be completed to request space on the tower and they will provide more detailed submittals with equipment needs to go with the application. The antenna needs to be singular mast. Phase II then gets a draft lease agreement that will discuss lease terms and fees. This document process will go back and forth with the legal teams until an agreement can be signed. Once the agreement is signed a structural analysis will be done to produce a report, which is mandatory for any commercial site. Then the notice to proceed is printed and signed. Once the notice is signed that allows his team to be on the tower and they will execute the plan. Inspections for the construction of the towers and cabinets may or may not be waived with the tower owner. Once all construction is done a closeout package is sent to tower owner and at that point the town will be under an agreement with the tower company.

Chairman Hippler asked how the shift of direction from the new towers with upgraded/new voter sites to this new cell tower process.

Mr. Bartlett explained that he was involved from the beginning and the thought at that time was to eliminate lease agreements with reoccurring costs to town owned sites to provide the coverage we need. But because those sites were not ideal without the additional sites of Clough Park and Chase Park there were more new sites needed, so East Weare Fire Station and South Weare Fire Station were considered. At some point there was a shift in thinking and looking again at existing towers. All existing towers were looked at. Once they plugged in the radio layers the found that they can achieve more coverage with more sites and can eliminate Clough Park and Chase Park. So he has redesigned the entire package to utilize existing towers. The proposal is to use the existing cell towers at Concord Stage Road, Norris Road and Tobey Hill. Mr. Bartlett then provided the coverage maps to show the coverage that would be achieved by this new proposal.

Sgt. Frisbie discussed the issues that they currently have at John Stark High School. Mr. Bartlett explained that once this got online the town would need to do something and there are a few options. It is done all the time with other schools.

Selectman Cahill stated that the encouraging part is that we are currently in the interim piecing it together. He asked how we make sure we continue moving forward. There is also going to be a need to provide maintenance once we get this updated.

Selectman Van stated that latest version of a price tag with this option is just under \$700,000. He asked Mr. Bartlett what would be the rough cost to have Two-Way go back and do the buildout without Motorola. Mr. Bartlett stated that tonight didn't have those numbers. Selectman Van inquired as to the backup plan if the cell tower route is not feasible. Mr. Bartlett replied to go back and to build the new towers.

Chairman Hippler thanked Mr. Bartlett for the update and for coming tonight.

MANIFEST:

Chairman Hippler moved, Selectman Burdick seconded **to order the Treasurer to sign the payroll and accounts payables checks dated July 28, 2022 as included in the following manifests:**

Payroll Manifest	\$ 149,643.86 <i>(Weekly & monthly payroll)</i>
Accounts Payable Manifest	\$ 28,199.23
Weare School Accounts Payable Manifest	\$ 1,000,000.00
John Stark Accounts Payable Manifest	\$ 400,000.00
TOTAL:	\$ 1,577,843.09

NONPUBLIC SESSION:

Chairman Hippler moved; Selectman Van seconded to enter into nonpublic session @ 8:55 p.m. pursuant to the authority granted in RSA 91-A: 3II (c). A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Osborne – yes; Chairman Hippler – yes; Selectman Burdick – yes; Selectman Van - yes. Passed 5-0-0

Selectman Van moved; Chairman Hippler seconded to exit this nonpublic session @ 9:25 p.m. A roll call vote was taken, Selectman Cahill – yes; Vice Chairman Osborne – yes; Chairman Hippler – yes; Selectman Burdick – yes; Selectman Van – yes. Passed 5-0-0

Selectman Van moved, Chairman Hippler seconded to seal and restrict the minutes of this nonpublic session. Passed 5-0-0

Being there was no further business to come before the Board, Selectman Van made a motion, Chairman Hippler seconded to adjourn at 9:26 pm. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton, Town Administrator

From notes and YouTube Video