

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 6, 2022

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

TOWN ADMINISTRATOR: Naomi L. Bolton

GUESTS: James Airey, State of NH Division of Forests & Lands; Matt Hackett, US Army Corp. of Engineers; Donna Osborne; Fire Chief Bob Vezina; Frank Campana; Bev Cotton; Tom Clow; Connie Evans; Clay Kriese, Library Director; Chris Bolton; David Erickson.

CALL TO ORDER: Chairman Hippler called the meeting to order at 6:30 PM and asked those present to join the Board for the pledge of allegiance.

Selectman Van stated that before we start public comment, he has a request to bring forward. After reviewing some video and listening to some of the comments made by the public he would like to suggest one of two proposals for public comment. The first is keeping the three minute time limit but giving a second public comment, which was previously done many years ago, with no limit at the end; or the public comment at the beginning it, leaving it to one, but increasing the three minutes to five minutes. Selectman Van asked to open that up for a discussion before public comment was opened up this evening. Chairman Hippler liked the five minute idea but for schedule sake one public comment session would be better. The rest of the Board agreed with a five minute public comment.

PUBLIC COMMENT: Bev Cotton, Colby Road stated she is here to express some concerns about recycling. She had written a comment and sent it to the Board's email and got a great response back from Town Administrator Bolton which was very informative for her, highlighting some of the challenges that are associated with that. She thought when we initially stopped recycling plastic it was right around the time COVID started; then time went on and nothing has changed so she inquired at transfer station as to why we weren't doing it. Ms. Cotton stated that it was explained to her that it was a personnel consideration, as you needed someone to run a baler and there wasn't always someone available to do that. She then spoke to a young man upstairs who has some responsibilities to the transfer station and he explained that there are vendor challenges being able to rid of it once you collected it. Then she heard that there are some thoughts about maybe going to clear plastic to make it more visible as some of our folks weren't exactly following our mandatory recycling and such. Ms. Cotton felt that there are two things that she would like to see us really try to exhaust our possibilities so that we can get back to recycling plastic. It's such a pressing issue to Ms. Cotton personally and environmentally. She is not aware of what other towns are doing and maybe is there anyway of pooling things together or make some headway into getting back to what we were doing before. She personally takes her plastic recycling out of state to her daughters and get it recycled through avenues that are available to her. Incinerating plastic or disposing of plastic as waste is not healthy to our environment. There are materials that leach into our groundwater and even

when incinerated those issues are still pressing so she would like the Board to think about that. Secondly, she would like to think about how we re-inform the citizens of Weare as to the responsibilities for recycling. She understands that there are no “recycling police” available but there are sometimes some blatant things that she sees, like a pickup truck back right up to the hopper and dump whole bunches of cardboard and such, so she’s wondering if there is anything we can do to reeducate the population about the importance of recycling and their responsibility as it relates to that. Ms. Cotton appreciated the opportunity to speak to air her concerns tonight and she appreciates the job the Board is doing; it is a difficult topic and it has some challenges surrounding it and she again appreciates the work being done and she thanked the Board.

Chris Bolton, owner Mt. William, Inc, 1225 River Road wanted to kick around, ask, be informed of what are the changes of the Town getting a bridge on River Road again. It has caused a terrible hardship on him. Mr. Bolton explained that he was born here and have been in business since he was 13 in this Town. He is not a registered voter in this town. He is a citizen and he has been here all his life. He is aware that no one wants to shell out a pile of money right now for a bridge but he asked what the Board is thinking. He has asked different people in town. He doesn’t realize and doesn’t understand that the Town gets a certain amount of funding from the State, the Town has to throw in the rest. He doesn’t know what those numbers are. He doesn’t know what a new bridge costs. He doesn’t know what the time frame is. He has looked under that bridge, it is steel beams and a deck. He knows we as a Town can’t go down and repair it as it has to be engineered, etc. If the town was to replace the beams and the deck, the side structures he believes are fine, just like new he doesn’t believe that if the State participates that we can repair it they’ll only replace it. It is a lot of money. But the bridge is just an erector set, there are people in New Hampshire that probably built that bridge. We have the plans for that bridge. Would it be completely off the wall for the Town to not re-engineer it, to not fix it, replace the failed units, which may be a cheaper avenue for the Town to repair the bridge? The bridge is fine the deck failed and it needs a new one. But again it just an erector set. It’s simply steel beams and no rocket science to it. Mr. Bolton asked for an update on where we are and what the Town is thinking.

Chairman Hippler replied that Mr. Bolton is not wrong in his thinking because that is the Board’s original thinking and have had this conversation. Yes if you are going to have the State contribute then you have to play by their games, which is 80% from the State and 20% from the Town. Here we are with a bridge that went from no rating to a six ton rating. Weare has three red listed bridges/culverts and the state prioritized one of the culverts at a higher significance than the bridge at that time. We have asked to move River Road up, the State seemed okay with that and the Town came up with their 20%, now what we want to do is the same logic. DPW Director Knapp has been involved and the timeline appears lengthy to get the crews here. The plan was to put up a temporary unrated bridge up off of Buzzell Hill for a couple of hundred thousand to alleviate the rated bridge.

Mr. Bolton then questioned, to get the crews here, what crews? He was talking in house, in town our highway department, why can’t they remove that deck, have an engineer/foreman on site and bolt the new beams in? Chairman Hippler stated that is not a discussion the Board has had with the DPW Director. Mr. Bolton stated that we would be doing it in house without the astronomical cost of bridge builders, we would do it ourselves. Chairman Hippler replied that we got an estimate from the people who did the Peaslee Road bridge. We had that engineer come down and believed the number was around \$400K to re-deck and re-beam it. Chairman Hippler stated that thought process is in motion. Mr. Bolton pointed out that the time frame for a temporary bridge is not 10 minutes, so he felt it can’t be much different than repairing the existing. It would simply require someone to build the beams, take off the deck, replace the beams, bolt things up, put a deck back on and done. Chairman Hippler thanked Mr. Bolton. Mr. Bolton wanted to reiterate that if you have 15 failed pieces, it’s like an erector set. The replacement parts are made in Portsmouth.

Selectman Cahill stated that he thinks it’s a tad more complicated through the engineering project. Things would have to be tested and there are environmental issues. Believe it or not a piece of the rust cannot

legally fall into that river. So there is some mitigation and testing and erosion control. It would be nice if we did own it like on our own property, but with the State's involvement, they actually have to come back and give us a stamp on that bridge when we are done. The old stamp on the plan would need to have a new stamp with a new set of drawings. Selectman Cahill stated that we would be 2/3rds of the way there as Mr. Bolton described it.

Matt Hackett, Ranger from the Hopkinton/Everett Lake aka Army Corp. of Engineers and James Airey, Forester for the State of NH Department of Forest and Lands were present to discuss the East Weare Road. Mr. Hackett stated that he and Mr. Airey work closely specifically at the Hopkinton/Everett Lakes. Mr. Hackett stated that what they are here tonight for is to really get a dialogue with the Town regarding East Weare Road or what they refer to as old Route 77. There is a section of road that is owned by the Town. They have a gated in the winter time and during flood operations right at River Road, but it is actually Town property it is a class VI town road. He has spoken to the Town road crew who have indicated that they are not going to put any money into it because it is class VI. They are also not allowed to spend money off property and the State of NH would have been happy to also do the same thing Mr. Hackett wanted to do but they can't spend money because it is federal money. So we have a predicament here where no one can spend any money on it, but the road needs some work. They are not here to tell the Town they have to do something as it is not their property. It does enter the State property and there is only one house down close to the bridge on River Road, but they would really like to see something happen there even if it's volunteers. Chairman Hippler stated that unfortunately illegal for the town to maintain a class VI road. It's not that we don't want to, we can't our hands are tied and we can't touch it. Chairman Hippler recalled a grader that runs down there once a year or every couple years, who's been funding that? Mr. Hackett replied it gets complicated because the corp. of engineers is responsible for a section of that road that's probably 500 yards beyond the bridge. The State actually grades that and it's funded through the DCNR funds generated from the timber sales on the property. Mr. Airey added that as far as our partnership goes is that the State of NH has a management license to work cooperatively with US Army Corp. but in regards to that grader, they work with Nichols Construction out of Dunbarton quite frequently and as a courtesy he has actually gone through there with his grader to try to make that patch passable. In past times, he has donated his time and machine. Both Mr. Hackett and Mr. Airey understand the Town's position but tonight's intent was merely to have an icebreaker because they know historically there's been no designated maintenance plan on that section of road but as land manages and the public it effects all for that stretch.

David Erickson, Poor Farm Road he stated that he's coming here to support the effort of recycling plastics. He has done some research and part of the problem is that we don't clean/rinse our plastics so no one wants to take it, so public education might help. The market for plastics is likely to go up with the cost of petroleum going up. So if can get ready for it, hopefully we could be saving ourselves some money on the tipping fees. Selectman Cahill replied that Director Knapp is working on it and trying to get to a point where it physically makes sense and do it with the current staff we have. Chairman Hippler interrupted and wanted to stop conversation without Director Knapp being here. Selectman Cahill stated that as he has reiterated in the past, it is front and center on both his agenda and Director Knapp's agenda.

DEPARTMENT/COMMITTEE ITEMS:

Dispatch agreement with Goffstown: Fire Chief Bob Vezina stated that they are making progress to making the transfer to Capital Area Mutual Aid. He feels that we are at the point now that we can make notification to Goffstown to let them know we are going to be withdrawing from that contract. We have to give them 30 days' notice, but we are looking for the effective date of October 1st. Whereas it requires written authorization from the Selectmen to enter into contract, the Selectmen need to authorize the withdrawal as well. Chief Vezina took the liberty of drafting the withdrawal letter for the Board to sign. Selectman Van's only concern is what is the likelihood of the Town sending the letter and they cut us off after 30 days, like July 1st or August 1st. The second paragraph in the letter indicates that it is mutually agreed. Selectman Van didn't want to see the Town left without any fire dispatch. Chief Vezina doesn't think that will happen. Selectman Van then asked Chief what is going to happen to the current frequencies that we have assigned

to us by the FCC. Chief Vezina stated that we are going to keep them as we own the license to them and keep it as a talk around channel, especially during storm events when things get very, very busy. **Vice Chairman Osborne moved, Selectman Van seconded to authorize Chairman Hippler to sign the letter to Goffstown dispatch notifying them that we anticipate removing ourselves from that dispatch contract as of October 1, 2022. Passed 4-0-1 (Hippler)**

Generator Grant Discussion: Chief Vezina stated that the second item he had tonight was to go back and touch base on the standby generators. He sent over a memo essentially saying that as he understands it the discussion of the police radio system did not include standby generators for the two new sites. He reached out to the State and that is still a program that they do through the EMPG grant. It's a 50/50 cost share with the community for each site. Each site would be considered separately there is a \$150,000 per site which we would split that cost with the State. Chief Vezina stated that we are not even going to come close to that. The Town share can be in kind or a soft match meaning that we could put say DPW labor to install a foundation for the generator, all that costs could go to our 50% match. His experience with generators through this program is other than that type of work there really is not a lot of financial outlay on the part of the Town. He would liken it to the gazebo project, where DPW came and provided some labor and other miscellaneous things. It does require a couple of things on our end, one is that we need to have an environmental and historic preservation review and the other it requires us to update our emergency operations plan which needs to be updated. Selectman Van asked if we could find out some sort of cost for a preventative maintenance agreement on the generators. Chief Vezina stated that really at this point was he brought in the electrician that they use to get a size, assuming that we are going to get a generator that powered the radio site and the fire station that its' property is on. The south end is bigger as it is a bigger facility, so we are looking at somewhere between 12 to 16 kw for the basic operations of the facility, due to the electric hot water heater, electric well pump or 20 to 24 kw for the whole thing. East Weare would need 10 kW to be plenty, as the radio sites take about 5 kW. Selectman Van asked who would be maintaining them. Chief Vezina replied that he would assume as we get closer that we would develop some sort of program if we go local with someone like Yastrzemski. The company that generally Two-Way uses is called the Generator Connection out of Barrington, NH. Chief Vezina stated that the purpose of bringing this back up was to see if the Board would like him to continue to work towards getting a package together. The Board agreed that it would be a good idea regardless of the radio system project.

Library Chimney & Elevator Repairs: Clay Kriese, Library Director is returning from the last meeting and nothing's changed as far as the condition of the chimney, but he has since received addition estimates. He has received quotes from Northland Tool, J.R. Masonry and Ryan Gagnon Masonry who provided quotes for repairs to the base of the chimney as well as repointing the top portion, approximately 5-6 feet. Town Administrator Bolton asked at the last meeting if there were funds available from any of the other Library accounts. He spoke to a couple members of the foundation and upon research it looks like they were not intended to be used for maintenance and repairs. Nothing is falling off the top of the chimney at this time. Town Administrator Bolton stated that typically the building inspector would look at it. They the selected contractor would provide the Town with a minimum of three references or projects that could be looked at for workmanship. The Town would also need their insurance information and also to provide a time of when they could get this project started. Chairman Hippler stated that Director Kriese has done a lot of leg work and if we are not going to award the bid tonight, we need to provide a definitive list of exactly what we will be looking for to be able to make a decision. The Board agreed with Chairman Hippler. Chairman Hippler stated that he personally would not tackle the top at this point as we are on a default budget and didn't put any additional money in the Government Building capital reserve fund. He is in favor of fixing the base and to get it to stop popping the bricks off the bottom of it with funding from the Government Building Maintenance Fund. Selectman Cahill stated that he is a big proponent of preventative maintenance and is just going to get worse. Selectman Burdick feels we should do the whole chimney. Selectman Cahill stated we need clarification from Ryan Gagnon as his scope of work is too vague. Selectman Van stated that he is against this entire project, it is an aesthetic chimney and it serves no functional purpose. Being on a default budget we just don't have the money and he has serious concerns

about the salt budget. Based on the amount of overgrowth he doesn't think that there will be a lot of foot traffic. He is one member and he is not for it this year. The Board agreed that we need to following:

- Get a clarification from Ryan Gagnon on his scope of work staying just to the base repairs so that we can compare with the others, apples to apples
- Insurance binder
- References and jobs that the Board could go take a look at

The elevator issue has already been taken care of. Director Kriese had notified the Town Administrator that the elevator was not working. Due it being a necessary feature and accessibility issue, Town Administrator gave Director Kriese the okay to get it fixed. The cost to get it fixed was \$1,295. It was not working and needs a grease box, but it is all fixed and working.

AWARD HVAC BID: Town Administrator Bolton stated that an RFP was put out for 11 new units and compressors. The units were to be AC units with heat pumps. Nine vendors toured the building but only 8 submitted bids. Two of the vendors should be disqualified as they did not submit all items required in the RFP. The bids received were as follows:

Northeast Climate	\$44,040.00
HVAC Integration	\$45,945.00
North Shore Home Energy	\$52,800.00
ENE Systems of NH	\$53,513.00
Airmaster Heating & Cooling	\$55,802.16
Morrill Heating & Cooling, LLC	\$59,900.00
Blouin Service HVAC	\$60,724.00
Alliance Group, Inc.	\$89,329.00

Chairman Hippler moved, Selectman Burdick seconded to award the HVAC bid to Northeast Climate for the price of \$44,040.00. Passed 5-0-0

Selectman Van moved, Chairman Hippler seconded to authorize Town Administrator Bolton to sign the contract with Northeast Climate. Passed 5-0-0

MANIFEST:

Chairman Hippler moved, Selectman Van seconded **to order the Treasurer to sign the payroll and accounts payables checks dated June 9, 2022 as included in the following manifests:**

Payroll Manifest	\$	76,215.69 (<i>Weekly payroll</i>)
Accounts Payable Manifest	\$	92,804.60
John Stark Regional Payable Manifest	\$	500,000.00
Weare School District Payable Manifest	\$	400,000.00
TOTAL:	\$	1,069,020.29

The following manifests were previously ordered to sign at the May 16, 2022 Board of Selectmen meeting:

<i>Payroll Manifest</i>	<i>\$ 71,261.34 (Weekly payroll checks dated 05/26/22)</i>
<i>Accounts Payable Manifest</i>	<i>\$ 58,408.62 (Checks dated 05/26/22)</i>
<i>Supplemental Accounts Payable</i>	<i>\$ 7,150.00 (Checks dated 05/26/22)</i>
<i>Payroll Manifest</i>	<i>\$ 69,530.95 (Weekly payroll checks dated 06/02/22)</i>
<i>Accounts Payable Manifest</i>	<i>\$ 45,419.76 (Checks dated 06/02/22)</i>

As there is no Selectmen meeting scheduled for Monday, June 13, 2022

Please vote:

To order the Treasurer to sign payrolls checks dated June 16, 2022 estimated to be about \$75,000.00. Furthermore, to order the Treasurer to sign up to the amount of \$90,000.00 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.

Vote: 5-0-0

MINUTES:

April 18, 2022 Minutes: **Selectman Van moved, Selectman Burdick seconded to approve the April 18, 2022 as written. Passed 5-0-0**

April 20, 2022 Minutes: **Selectman Van moved, Selectman Burdick seconded to approve the April 20, 2022 as written. Passed 5-0-0**

April 25, 2022 Minutes: **Chairman Hippler moved, Vice Chairman Osborne seconded to approve the April 25, 2022 as written. Passed 4-0-1 (Van)**

May 2, 2022 Minutes: **Chairman Hippler moved, Vice Chairman Osborne seconded to approve the May 2, 2022 as written. Passed 4-0-1 (Van)**

May 9, 2022 Minutes: **Chairman Hippler moved, Selectman Van seconded to approve the May 9, 2022 as written. Passed 5-0-0**

May 16, 2022 Minutes: **Selectman Van moved, Vice Chairman Osborne seconded to approve the May 16, 2022 as amended. Passed 4-0-1 (Hippler)**

May 23, 2022 Minutes: tabled

ADMINISTRATOR'S REPORT:

1. Joint Loss Management Committee: the newly formed committee met on Wednesday, May 25th at 9:30 AM. The officers were selected as follows:
Sgt. Brandon Montplaisir – Chairman
Katy Tounge – Secretary
Next meeting: July 13th @ 9:30 AM
2. Radio Communication: have emailed Granite State Communications for a price for fiber optic for this project and asked that we receive it for the next meeting, June 20th. Another email was also sent to 2-Way asking for the updated quote by June 20th as well.
3. Granite State Communications: Town Administrator Bolton explained that the current phone system in the Town Office is a bit archaic and been working on getting a quote since January. The quote for the project was received there is encumbered money for this project. The quote has non-recurring charges for set-up at a cost of \$6,336.00 and the non-recurring charges for equipment is \$4,408.29. **Selectman Van moved, Selectman Burdick seconded to authorize Town Administrator Bolton to sign the agreement to proceed with the phone system upgrade for the Town Office. Passed 5-0-0**
4. ARPA Expenditure Categories: this was handled earlier this evening. The Board would like to have the title changed to be “2021 Encumbered Expenditure Categories”, as the Board has opted to use the ARPA funds for the police radio system upgrade.
5. Asbestos Testing on 487 North Stark Highway (Barden): two companies were emailed for the testing at this site as well as the Buzzell Hill Road property. IF the prices are done the price for the Barden

property will be presented to the Conservation Commission and the price for the Buzzell Hill Road property will be brought back to the Board for review and approval.

6. Rental Ordinance DRAFT: public hearing has been scheduled for June 23rd @ 7 PM at the Weare Middle School Cafetorium. The Board asked for the draft copy to be emailed to all of them.
7. Weare Representatives Meeting: To be scheduled with the BOS for upcoming meeting
8. Plodzick Sanderson engagement letter for the Town's auditing services:
9. Plodzick & Sanderson questionnaire that needs the Chairman to fill out: Town Administrator Bolton will review the questionnaire and get it back to Chairman Hippler.
10. Cemetery Burials: Town Administrator Bolton reported that the Board currently has four burials scheduled. The Board needs to probe the sites. Chairman Hippler stated that we should all meet as a Board to probe all 4 sites as a group. The Board selected Tuesday, June 14th @ 6:30 PM and to meet at Pine Grove Cemetery.

EXOFFICIO UPDATES:

None since last meeting.

CORRESPONDENCE/OTHER BUSINESS:

Selectman Cahill provided the Board with updates to the Transfer Station.

- The data that was being tracked so far since the bulky items are being put into the demo and charged for. He would like to see the couches at 100 lbs. and use the 100 lbs. across the board.
- The office renovation is complete and looks good.
- There is going to be another trip over to the Hillsborough Transfer Station Thursday evening.
- There is going to be an updated signage package put together for application with America the Beautiful and the signs will be at no charge.
- The new transfer station stickers are in. The only question to the Board will be if there is to be a minimal fee of like \$2 per sticker because there is some costs to mailing them out. Selectman Cahill was thinking a flat fee for everyone but hadn't really thought it through about mailing or in person. Chairman Hippler indicated it feels like the Board is forcing the change of charging. Selectman Cahill indicated that the director is aware. Chairman Hippler stated that moving forward changes like this really need to come from the director himself.
- Selectman Cahill and Building Inspector per the director request to look at the building/lean to. The Building Inspector is going to write up a small report and send it to Town Administrator Bolton.
- Selectman Cahill stated that there seems to be a lot of positive stuff down there going on. Chairman Hippler agreed that it looks great down there. Chairman Hippler stated on his own time he did visit Hillsborough and Dunbarton to get two different perspectives and operations.
- The DPW director has requested that a small committee be together to start looking at what that next model might be. The director has stated that he would like to see Jack Dearborn on that committee. Selectman Cahill reached out to Mr. Dearborn who has agreed and is interested. The vision is 6 meetings, draw some boxes to layout an area of scales, balers, traffic patterns, etc. The idea was 4 plus the director, having one with an engineering background would be helpful.

Chairman Hippler acknowledged that we have received some emails regarding the transfer station and recycling. He didn't want them to go unnoticed. He thanked everyone for their input.

Being there was no further business to come before the Board, Chairman Hippler made a motion, Selectman Van seconded to adjourn at 8:18 pm. Passed 5-0-0

ADJOURNMENT

A True Record.

Naomi L. Bolton

Naomi L. Bolton, Town Administrator
From notes and YouTube Video