

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
May 21, 2007**

PRESENT: HELEEN KURK, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; JOSEPH M. FIALA, SELECTMAN; WENDY F. CLARK, SELECTMAN

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Laura Buono, Peter Buono, Walt Alderman, George Malette, Frank Campana, Jeremy Turner, Greg Begin, Malcolm Wright, Stephen Najjar, Richard Butt, Ira McSweeney, Tippy Johnson, Mary Martin, David Ruoff, Evelyn Connor, Forrest Esenwine, Ginger Esenwine, Doug Cook

6:00 p.m. Chairman Kurk called the meeting to order.

1. PUBLIC COMMENT – Ms. Laura Buono, Weare Patriotic Celebration, informed the Board the Patriotic Celebration will take place on July 6, 7 and 8. Ms. Buono reminded the Board they came forth last year for Police Services and this year they are asking the for the same. They sent a letter to Chief Begin requesting the use CERT during the celebration. Ms. Buono said the busiest night is Saturday night for fireworks and they would like that waived. Selectmen Fiala commented that this discussion should be placed on a future agenda. Ms. Buono said last year they purchased insurance for the parade and they need to obtain this special events insurance again and she will need the cost. Mr. Fred Ventresco said it is listed on Primex's website. Ms. Buono asked if there was any other information the Board would like her to bring to the next meeting. Chairman Kurk said an anticipated cost for Police coverage. Vice Chairman Clow would also like to know if it was included in the Chief's budget.

Mr. Walt Alderman, Weare Pedestrian Pathway Committee, informed the Board he is pursuing the NH Safe Routes to School Program. Mr. Alderman said he is trying to make it safe and easy for students who live in a reasonable distance to ride their bikes safely to school. There is funding through the state which is 100%. In order to be eligible they need support from the town. Mr. Alderman would like a formal letter from the BOS showing their support. Mr. Alderman said the whole next year involves informational funding then infrastructure projects will begin once information is gathered. Chairman Kurk said they are taking the information and will discuss it later and Mr. Ventresco will get back to him. Mr. Alderman said there are deadlines within the next 2 weeks and they are trying to gather letters of support. The Committee has the support of the Weare Winter Wonderers, Weare Police, School Board, PTO, CWES and WMS with letters of recommendation from each.

Mr. Malcolm Wright would like to urge the Board not to award the for air conditioning units for the Town Office Building. Wright said re-installing the air conditioners the town already owns, would cost 1/10 of the cost of installing air conditioning units in the Town Office Building. Mr. Wright would like to see this proposal go through the CIP Committee. Mr. Wright commented there are no meeting minutes from the Building Committee.

FINAL

Mr. Doug Cook asked the Board if the recent pay raise for employees, \$44,000 is being added to their base pay. Chairman Kurk said yes it is added to their base pay. Mr. Cook asked where the money will come from next year, will it come from within the Department's. Mr. Cook said they will have to come up with this year's raise again and come up with the increase for next year. Mr. Cook said if they add this year's raise into the default budget next year they are making the same mistake.

Mr. Cook said he read the minutes from the BOS May 7th meeting. Mr. Cook commented on the bids for irrigation at Ineson Field being opened. Mr. Ventresco said it was not requested in the ad for the bids to be sealed. Mr. Ventresco said until the deadline closed the bids were not opened. Mr. Cook commented on the minutes stating Merry Rice and Chuck Metcalf were present when the bids were opened. Mr. Ventresco said they were not present.

Mr. Cook said he was concerned with the statement that Mr. Ventresco made about the warranty of the windows and him not being concerned with the warranty. Mr. Ventresco said they found out the only warranty affected by the air conditioners going in the windows would be towards service; the window warranty itself would not be affected. Mr. Ventresco said if they don't have air conditioning in place he would rather void the window warranty in certain rooms instead of sacrificing the cable equipment or server. Mr. Cook said they need to look into a small vent in the windows.

Mr. Richard Butt, clarified Mr. Cook's statement on \$44,000 for the employee raises; the actual is \$37,000 for raises but \$44,000 was cut from the default. Mr. Butt asked if the Board discussed where the additional \$8,000 is coming from. Mr. Butt asked about the minutes from the Building Committee that Mr. Wright spoke about. Selectmen Fiala said they just approved the minutes from May 4 and May 16th today. Selectmen Fiala said he didn't send the May 4 minutes to Merry Rice, his mistake. Mr. Butt said he did some research regarding the Economic Development Committee formed in 1985. The Committee was originally called Weare Economical Development Authority and he is asking the Board to investigate the original warrant article said 5 members, to be appointed by the Town Moderator. Chairman Kurk said the bylaws were changed. Mr. Butt said they don't have the authority to change the bylaws; it has to go before the voters. Mr. Butt feels the sign ordinance should not have gone through the Economic and Development Committee. Mr. Butt said the Economic Development Committee explores new ways to help the town grow and prosper. Mr. Butt said he can not come up with any justification with this sign ordinance. Mr. Butt said he respects the members and all the efforts they put in but this ordinance should not have come from them. He feels the Business community is not supporting this effort.

Mr. George Malette said the Economic Development Committee is inviting the business owners and residents in town to come forth to discuss the sign ordinance and related issues.

2. DEPARTMENT HEADS – Chief Begin asked the Board to consider the credit card issue once again. Chief Begin said they have a purchasing policy in place and does not understand the difference between calling Staples and placing an order and the other needs of the Department. Chief Begin said he uses his own credit card and wants the Board to reconsider the department having a credit card. Chief Begin said they could put a credit limit on the credit card. Chairman Kurk said she spoke with Jan Snyder and she is going to be working on a policy. Chairman Kurk said it is not just the Police Department it is other town departments as well. Chief Begin feels the department will be losing some great training opportunities. Selectmen Clark asked who would be in charge of the credit card and if Chief Begin has to use it who would settle the card. Chief Begin said the Deputy Chief. Vice Chairman Clow asked about the possibility of the Lieutenant not being able to go to the training. Chief Begin said the airline will not accept a purchase order. Chairman Kurk asked when it is set for. Chief Begin said it is in July. Chief Begin said they are very careful in their spending and feel they are paying the price for others mistakes. Selectmen Clark asked what the limit would be set at. Chief Begin said \$3,000 would be useful.

FINAL

Chairman Kurk said Ms. Snyder has contacted other towns that have purchasing policies. It was discussed the Police Department has a Mobil card but no other department has a credit card. Mr. Ventresco said other departments would benefit with having a credit card because a lot of businesses do not accept purchase orders and some of these stores have better pricing to offer. Vice Chairman Clow said it makes sense to him to have it all under one account with a cash back feature. Selectmen Clark said corporate cards can be broken down within departments. Mr. Ventresco said that is what he is familiar with in the past. Vice Chairman Clow has seen business credit cards that offer 1% or 2% cash back – with no interest rates.

Chief Begin said he went to Milford Electric to set up an account to even order light bulbs. Chairman Kurk said once they receive all the information from Ms. Snyder they could call a special meeting with Chief Begin. Vice Chairman Clow said they could be shopping for a great card at a great deal. Selectmen Clark asked if Chief Begin can expend the money from his account and bring the funds to the bank and have it put on a bank gift card and be able to use it to purchase airline tickets with the money coming out of a certain line in the budget. Vice Chairman Clow said it is not unusual for an individual to put a conference or training on their personal credit card and then be reimbursed. Chairman Kurk said she will contact Chief Begin on Thursday or Friday after speaking with Ms. Snyder.

Mr. Carl Knapp informed the Board they have completed all commercial haulers licenses except for one.

Mr. Knapp updated the Board on flooding issues; FEMA was here last week and should be returning this week. He expects to be getting something from them and was told they are not as generous as the last flood because they want communities to step up to solve some of the problems. Vice Chairman Clow asked Mr. Knapp about there being less available; will their percentage be different. Mr. Knapp said they will still get 75%. Selectmen Clark asked how long before they see funds. Mr. Knapp said they are still waiting for funds due to them from last year. Mr. Knapp said they are using the road reconstruction funds to perform some of flooding repairs. They are working on Quaker Street right now.

Mr. Knapp said there are zero funds in the operating budget for bridge repairs; there is a CIP but the Trustees do not feel that money should be used for any bridge repairs. Mr. Knapp referred to a previous warrant article requesting \$19,956 be added to the Weare bridge improvement fund with \$10,000 to be raised by taxation; this did pass. Mr. Knapp said the \$40,000 that is in that fund will not perform any repairs but will be useful in maintenance. Chairman Kurk asked Mr. Knapp to put out the need for funds for bridge repairs to the Trustees. Mr. Knapp said the bridges should be swept and washed every year, which they hire someone to do, and linseed oil the concrete. Chairman Kurk asked if this was in the proposed operating budget. Mr. Knapp said it was not put in because he anticipated it would come out of this fund. Mr. Knapp said there used to be a line in the budget for sweeping but it is now gone. Mr. Knapp said this is very important because bridges are a large town asset. Vice Chairman Clow said they should put a line in the budget for next year.

Mr. Knapp said they should have a line in the budget for the gas system pumps maintenance. Mr. Knapp said they will be receiving a bill this week for state required checks of the tanks. Vice Chairman Clow said the fund to maintain the tanks and pumps does exist, but has no funds. Chairman Kurk asked how long this fund has not been funded. Mr. Knapp said it has been a couple of years. Mr. Knapp said all the departments use that gas system and the Highway Department has to pay for the maintenance and repairs. Mr. Knapp said the default budgets are getting tighter and there is no money to fund some of these funds. Selectmen Clark asked why they can't bill other departments to help with the maintenance on the system. Selectmen Fiala said they could split it up, i.e., police and fire split electric and heat. Mr. Knapp said he does not mind funding the repairs but he needs the money to do so.

Mr. Knapp said the question has been brought up about insurance buyouts whether we should be doing this on a weekly basis instead of quarterly. Mr. Knapp said in doing this quarterly there is a good chance when an

FINAL

employee leaves they don't get the money back. Mr. Knapp said he has checked into this and most places pay the buy out on a weekly basis. Mr. Knapp said there could be a cost saving in doing it this way.

Mr. Knapp spoke about extended hours one day a week during the summer at the Transfer Station. Chairman Kurk said she has received calls requesting at least one evening. Mr. Knapp said if they do decide to do this they have to pick a slow day to close in the morning to extend the hours at night. Mr. Knapp said to extend 2 hours at the end of the day they will need to close 2 hours in the morning. Vice Chairman Clow said just having the Transfer Station open until 5:00 p.m. it is not very beneficial to those who work. Chairman Kurk said they should track how beneficial it will be to stay open that one night. It was discussed the Transfer Station summer hours would be 10-6 on Thursday. Vice Chairman Clow said he has used this late night in the past. The Transfer Station is not equipped to stay open until 6 p.m. in the winter because they don't have outdoor lighting.

Vice Chairman Clow moved, Selectmen Clark seconded that the Transfer Station hours will be 10-6 on Thursdays starting June 7 and ending October 11. Passed 4-0-0.

Mr. Ventresco said the Fire Department's copier is no longer working, they had one in the proposed budget last year and now it is at the point they have to repair or purchase a new one. Mr. Ventresco said to renew the contract to get the copier repaired would cost \$600. The Fire Department feels it would be beneficial to purchase a new copier. Mr. Ventresco said it would cost the Fire Department \$200 more for this year to purchase a new copier with payments of \$70-80 a month with the lease agreement. The Fire Department is asking if they should spend \$600 for the lease agreement on this copier which might not even cover the repair, or should they purchase a new machine with a lease agreement. Vice Chairman Clow asked if the lease agreement covers maintenance. It was discussed a new drum alone would be \$700-\$800 to replace. Mr. Ventresco said this would include a maintenance agreement; he has not looked at the agreement, just going on what he has been told. Chairman Kurk asked if they went into a lease agreement could it go in the default budget. Mr. Ventresco said it would be an obligation. Vice Chairman Clow said the Fire Department is already paying \$1,800 for a 3 year contract. Vice Chairman Clow would support the new purchase if it includes the maintenance agreement. It was discussed Chief Richards came before the Board during budget season and said they would be needing a new copier. Selectmen Clark feels they need more information on the lease agreement. Mr. Ventresco said they don't have a town copier over at the Fire Department at this time.

Ms. Evelyn Connor reminded residents dog licenses are due. If residents do not renew their dog licenses by June 1st there will be a \$25.00 fee charged. Passports are still taking up to 11 weeks to process.

3. LAKE HORACE OWNERSHIP ISSUE – Chairman Kurk said Selectmen Clark has done a lot of research on this issue at the Registry of Deeds in Concord. Selectmen Clark said she did not come out with a clear picture but the last document she could find does state that the State does own the property; she can not determine the boundaries or the intent. Chairman Kurk has spoken with DES and Fish and Game which has no ownership. Chairman Kurk said there is no indication that Lake Horace is not owned by the town. Chairman Kurk said if someone is challenging that the town owns the land then they need to come up with positive proof documentation stating that the town does not own Chase Park. Chairman Kurk said everything she has seen in town reports shows that Chase Park is owned by the town. Selectmen Fiala said if it is not posted you can go on it, and if the state is not saying that we can't use the land then we can use it. The state is aware of the issue. Chairman Kurk said DES said they have far more pressing issues then this at this time.

Vice Chairman Clow asked what specifically are they questioning ownership of. Chairman Kurk said it has come to them that the state owns Chase Park; she wants it separated from the boat ramp issue. Vice Chairman Clow said in 1941 the town entered into a 99 year lease and 1944 the town was deeded the land. Chairman Kurk said they are being challenged that it is not town property and they have done a lot of research and the person who is challenging the issue needs to provide the proof. Chairman Kurk said the ramp is another issue and she has not been able to prove the ramp was ever a road. Chairman Kurk asked Ms. Judy Rogers to find out if the

FINAL

ramp was a road or a ramp put in and for what purpose. It is questioned if the land was sold to Mr. Chase's sister for \$1.00. Chairman Kurk has tried to meet with people who live in that area or involved in the 1940s and 1950s with this slip of land. Chairman Kurk wanted the feeling of the Board to see if they all felt Chase Park belongs to the town. Selectmen Clark said what she saw is that the state owned the property and the state wanted to relinquish this property which leads to the assumption that the town owns the property. Selectmen Clark said nothing was formally documented and it is hard to find a legal ending. Chairman Kurk said if this slip of land (boat ramp) belongs to an individual then that is another issue. The main issue was the BOS putting the boulders there. Chairman Kurk said if the state owns the boat ramp it is in bad condition and the state would have to pay for repairs. Chairman Kurk said boat rights or fishing rights is a state responsibility not a town's responsibility. Chairman Kurk said the issue is who owns it, and if the town does not then what about the boulders. Selectmen Fiala said if it belongs to the state then the state should move the boulders or tell the town to move the boulders.

Vice Chairman Clow spoke about the 1995 letter, which is not a legal document that state of NH claims no rights to ownership of the boat ramp next to Chase Park and he comes to the conclusion that the state does not own it. Mr. Steve Najjar said if the Board is taking the stance they don't know who owns the land then what is keeping him from getting a backhoe and removing the boulders. Selectmen Fiala said it would not be the first time boulders are moved for public access. Mr. Najjar asked if anyone would be prosecuted for removing the boulders. Mr. Najjar said if the town does not charge admission to a boat ramp there is no liability. Mr. Najjar said he is hurt and upset and said the deed that went to the State of NH refers back to 1921, Book 1008 page 42, this is unbearable that anyone can say there is any confusion. Basically the property was bought up to have an extra 3 feet of rise is owned by the state and is dry land. Chairman Kurk asked Mr. Najjar if he was talking about 3 feet higher than it is now. Mr. Najjar said the lake level is sitting at 27 feet above the river bed and the state owns 3 feet above that. Chairman Kurk asked Mr. Najjar to explain the land being given to the town in 1941. Mr. Najjar said that the dam that is sitting there has rights to 656 feet. Mr. Najjar said the town was given land to the uphill land up to 659 feet. Mr. Najjar said the right procedure would be to have a public hearing where sportsmen can have public input. Mr. Najjar said this is absolute proof that the state owns to 659 feet. Mr. Najjar said the town has the land restricted and has been acting illegally since 1944 and should have had a lease. If the town goes to the state for a lease to use Chase Park then lots of people can make cases to change things.

Selectmen Fiala said a lot would be accomplished to shoot elevations and asked Mr. Najjar if he was asking the town to do this. Mr. Najjar said he is just saying the town needs to go to the state to get a lease. Selectmen Fiala said he thought Mr. Najjar was just trying to show the old boat ramp was owned by the state. Mr. Najjar said it is easier for the town to go get the lease and post up and down the road for parking. Vice Chairman Clow said his concern is the impact on the lake and milfoil, he knows it is not the legal issue, but they have a responsibility to preserve the lake for many future generations; it is a reality that lakes are getting polluted with milfoil. Vice Chairman Clow said that is the intent behind his reluctance to have the lake open without inspections. Mr. Najjar said the real issue is the town does not own Chase Park and PARC is charging non residents absorbent prices. Mr. Najjar said there is a law about transporting invasive species and this state law should be enforced. Selectmen Clark said they need to go to the state to obtain a lease. Mr. Najjar gave Mr. Ventresco copies and if he loses the copy he will have to obtain a new legal sized copy in Nashua.

Mr. Najjar said the Board needs to remember that the tax map is incorrect. Chairman Kurk said Mr. Najjar is not speaking for the Conservation Commission. Selectmen Clark will contact the state about obtaining a lease. Mr. Najjar is happy with progressing in good faith. Selectmen Clark said she is not sure how accessible the state is going to be right now due to FEMA issues.

FINAL

4. MEETING MINUTES

Selectmen Fiala moved, Vice Chairman Clow seconded to accept the minutes of May 7, 2007 as amended. Passed 4-0-0.

Vice Chairman Clow moved, Selectmen Fiala seconded to accept the minutes of the May 14th 2007 Work session as written. Passed 4-0-0.

5. MANIFESTS

Chairman Kurk moved, Selectmen Fiala seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated May 17, 2007. Passed 4-0-0.

Accounts payable	\$537,443.81
Gross Payrolls	<u>\$38,514.11</u>
Total	\$575,957.92

Chairman Kurk moved, Selectmen Fiala seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated May 24, 2007. Passed 4-0-0.

Accounts payable	\$62,967.84
Gross Payrolls	<u>\$42,107.02</u>
Total	\$105,074.86

6. ADMINISTRATIVE REPORT – The Board discussed the Eastman Easement policy. Vice Chairman Clow asked about low impact activities that are not listed, i.e., the use of mountain bikes on town property. Selectmen Fiala said horseback riding would fall under the same category. Chairman Kurk will call PWA. Vice Chairman Clow is not talking about anything motorized. Selectmen Fiala thinks it should be written that mountain biking is allowed.

Mr. Ventresco received a reply from LGC regarding Article 39; they said the town can set up a special revenue fund and put grants in it. Chairman Kurk said they should try and get volunteers to get the committee started. Concerned if a donation is made and the committee is never formed then what happens to the donation if this article goes no further; does the money get returned. Vice Chairman Clow said they might need another article to determine the process. Chairman Kurk said it was clear at the Town Meeting when Ms. Jodi Naughton spoke of this article that it would involve no town funds. Chairman Kurk said they should post the committee is being formed to see if individuals come forth. Selectmen Fiala has questions regarding accounting, stating not to use town funds but will require town resources.

Chairman Kurk said the Board is accepting the format for Capital Reserve Funds Request.

7. PEASELEE ROAD – Mr. Knapp informed the Board the bridge on Peaslee Road is on the red list and has been approved for 80% funding in July 2010. Mr. Knapp said Meadowseed Timberlands Limited is asking for use of this bridge to access property they own and wish to harvest timber on. Mr. Knapp did contact the company that does the engineering design and they were not comfortable with allowing trucks across the bridge.

Mr. Jeremy Turner, Meadowseed Timberlands Limited Manager, stated that the only logical access to that piece of property is across the Peaslee Road Bridge. They have had this property for 12-15 years and have not harvested it as of yet. The company also owns a considerable amount of land on Merrill Road. Mr. Turner would like the Board to pursue a solution. Chairman Kurk said they are concerned with safety; the bridge is already red listed. Mr. Turner said they would be making hundreds of trips over the bridge. Chairman Kurk said what happens if the bridge were to go down, what liability the town would bear. Mr. Turner said he would be willing to hire a 3rd party structural engineer to see if the bridge is safe. Vice Chairman Clow said that 3rd person opinion would really not change anything; with that amount of weight and that many trips the bridge

FINAL

would be affected. Mr. Turner said Meadowseed Timberlands Lumber owns 35,000 acres in the town of Weare. Mr. Turner said if the property in question is not a property that can be accessed for a considerable amount of time it is not in their best interest to continue owning the property.

Mr. Knapp said the 80% funding is in the state's hands, which has been approved, it is a matter of waiting our turn. Mr. Knapp said the state projects July 2010. Mr. Knapp said they could start working on the engineering portion once they know the funds are available in the fund. Mr. Knapp said the bridge repair will cost \$700,000. Mr. Knapp said it is approved but it is the timeline and whether the company can wait for the repairs. Mr. Knapp hoped that there were roadways that were feasible for access. Mr. Turner asked if the Board would consider a weight limit restriction on the bridge say 60,000 lbs. The Board does not recommend.

8. SUGAR AND SPICE UPDATE ON FLOOD DAMAGE & LEASE AGREEMENT RENEWAL – Mr. David Ruoff, addressing the Board on behalf of Sugar and Spice. Selectmen Clark asked if she should excuse herself because her son goes to Sugar and Spice. Chairman Kurk said she could participate in the discussion. Mr. Ruoff said the building has accrued costs due to flooding issues. They are not asking the town for any money but do need to inform the town because it is a town building. They have put \$50,000 into the building and now they will be spending \$1,600 in gutters and \$4,000 to improve the drainage. As a result of the recent flooding they had to have Service Master come in and that will be \$1,080. Mold has grown in some on the walls and need to have mold remediation done \$3,050 then replacement and reconstruction of walls and carpeting. Mr. Ruoff asked if they could notify Mr. Ventresco in the future instead of coming before the Board.

It was discussed there is mold inside the walls. Ms. Mary Martin said they are a full time day care, so they will have to close the day care for approximately 1 week and they hope to notify parents 3 weeks in advance of the closing. Chairman Kurk said she was concerned with the mold and how responsible the town would be in leasing the building to the day care facility knowing there is mold. Ms. Martin said the baseboard and walls have been sealed keeping the mold spores from being airborne. Vice Chairman Clow asked if there would be an air quality check before the children return. The building will be ventilated. The specifications are they need to cut out 2 feet above where they find the mold.

Chairman Kurk asked if they have looked for other property. Ms. Martin said they have researched and there are not other properties available. Vice Chairman Clow asked about the drainage. Ms. Martin said they hope the gutters with downspouts will handle the majority of the problems. Chairman Kurk said the building is giving up and she wonders if it is a safe place for children. Chairman Kurk said as a town she is concerned with money they would have to put into the building. Ms. Martin said they are waiting for town insurance to come up with a dollar figure. Mr. Ventresco said it will only pay for flood damage. Vice Chairman Clow asked if the day care has to put \$12,000 into the building would it be cost effective. It was discussed they rely on volunteers to help with repairs.

Selectmen Fiala commented on the dense vegetation on the other side of the building. Ms. Martin said that is Mr. Hadley's property. Chairman Kurk asked if this will continue not to be a financial burden on the town. Ms. Martin said it is not intended to be. Selectmen Fiala feels the Board needs to discuss the lease further. Chairman Kurk said they will discuss it further at June 4th meeting. The day care is licensed for 40 children at the building at one time. Ms. Martin said they were hoping to get notice to their parents and hoped to do these repairs the week of June 18th or the week of June 24th. Ms. Martin said in going ahead with the repairs it would be contingent on the lease being renewed. Mr. Ruoff said the lease automatically renews and does not require action by the Board. Mr. Ruoff said they are notifying the Board of their action to renew.

Ms. Martin said they are making every effort to continue to make the building safe for the children. Vice Chairman Clow feels the lease states the town has a 12 year commitment. Ms. Wendy Clark asked the Board if it would be more beneficial to the town for the town to sell the building to Sugar and Spice. Chairman Kurk said she personally would not be in favor of selling the property. Vice Chairman Clow said because of the

FINAL

location and not knowing what they want to do with town property, and the 12 year lease agreement, he would not support selling the property.

9. TOWN FORESTER POSITION – Chairman Kurk read aloud the Town of Weare New Hampshire Conservation Commission (WCC) request for proposal for forest management services by a New Hampshire Licensed Forester.

The WCC manages over 1,000 acres of town forests and has significant other holdings in conservation land status. The WCC is looking for a forester who is well versed in all aspects of forest and natural resources management to work under contract for the town. Duties to be performed include development of management plans, grant development, forest inventory, boundary identification, timber harvest preparation and timber sale management.

Proposals must be submitted to WCC, PO Box 190, Weare, NH, 03281; no later than June 15, 2007 with the following information:

1. Baseline price (i.e., minimum charge) for forest management plans plus per acre costs

At a minimum plans must include stand descriptions, volumes and maps in ARC/INFO (or other mutually agreeable spatially reference format), soil types, wildlife and non-timber resources, silvicultural recommendations and rotation information.

2. Price per thousand board feet for timber marketing, to include 100 percent tally of all saw timber (estimates acceptable for pulp and cordwood)
3. Price per thousand or percent of harvest value for timber harvest administration
4. Price per hour for other administrative functions including grant development, boundary location and other general consulting.

Mr. Ventresco commented this was already designed as a proposal for a subcontractor.

Chairman Kurk asked in there is a forester magazine. Mr. Najjar said NH has a listing of all licensed foresters. Mr. Najjar said they should target individuals in the area. Mr. Najjar said a resident of town came to the Conservation Commission and gave a presentation. Chairman Kurk asked if it would be appropriate to specify they would like a local forester. Mr. Najjar said they can target this and send it to the Cooperative Extension and other outlets and have the Conservation Commission review and come forth with recommendations. Mr. Najjar said they will have a group email sent and then targeted letters.

Selectmen Clark said insurance requirements are not listed in the proposal. Mr. Najjar said he is not sure what insurance is needed. Mr. Najjar said when loggers come in they need to have insurance (liability and worker's compensation). Mr. Ventresco would like to run this through LGC and Primex to determine insurance requirements. Mr. Najjar said they want to be able to encumber these funds for next year.

10. AWARDING BIDS FOR INESON IRRIGATION SYSTEM – Selectmen Fiala said there are 2 bids for a well pump at Ineson Field:

\$4,163 Contoocook Artesian Well

\$8,855.54 Brian Fournier Landscape and Irrigation

Selectmen Fiala moved, Selectmen Clark seconded to award the bid for the well pump at Ineson Field to Contoocook Artesian Well. Passed 4-0-0

FINAL

Selectmen Fiala said there are 3 bids for the irrigation at Ineson Field:

Green Acres Irrigation \$8,200
Blue sky irrigation \$7,650
Brian Fournier Landscape and Irrigation \$5,400

All bids are using the same components.

Selectmen Fiala moved, Vice Chairman Clow seconded to award the bid for the irrigation at Ineson field to Brian Fournier Landscape and Irrigation for \$5,400. Passed 4-0-0.

Selectmen Fiala said Mr. Fournier understands he might not be awarded both bids. Selectmen Fiala said he is unsure when this will take place. Vice Chairman Clow asked when the field is used less. It was determined the middle of the summer would be best. Chairman Kurk would like to see this completed this year.

11. AWARDING BIDS FOR AIR CONDITIONING AT THE TOWN OFFICE – Selectmen Fiala informed the Board most of the research was done by Mr. George Malette. Selectmen Fiala said they did walk around the building with David Row to go over where the units would be placed. Vice Chairman Clow asked if there are a total of 7 units. Selectmen Fiala said they could have got less units but it would involve more piping. Selectmen Clark asked Mr. Malette if they went through PSNH to determine room sizes and efficiencies. Mr. Malette specializes in energy efficiency in homes and businesses. It was discussed some of the units were oversized and Mr. Malette requested they be downsized. Mr. Malette said these units have the capability to remove humidity and be energy efficient. Mr. Malette said he looked at the old air conditioning units that the town used in the past and they are rated at a 9 – the new units should reflect a 45% savings in efficiency. It was discussed without the air conditioners being in the windows they have the option to open the windows on days it is not too hot. Mr. Malette said they did infra red testing on the outside walls and there is missing insulation and they are trying to determine ways to make the building for efficient. It was discussed this covers everything except the room above the Selectmen's Conference Room, hallways, Health Officer Room and the basement.

Selectmen Clark asked Mr. Malette if he has worked with this system before. Mr. Malette said he has not. Selectmen Clark asked Mr. Malette if he researched other equipment. Mr. Malette said they went with equipment that met the specifications. This would be the best system for the building. Vice Chairman Clow asked what the feeling was from the Building Committee. Selectmen Fiala said unanimous. Mr. Malette said the cost went up \$1,000 to go with a system that was 20% more cost effective and a better product. Selectmen Clark asked about the system being expandable. Mr. Malette said he foresees this building needing an elevator and foresees the Selectmen's Conference Room moving upstairs. Selectmen Clark said she is concerned with spending money and knows the funds are marked for this expense in the account. Selectmen Clark said she is for air conditioning but does not want to spend the funds until all needs are met from flooding issues. The cost of the system as described tonight is \$19,800. There is a 1 year warranty on parts, 5 years on compressor, and 2 years on contractor installation. Mr. Malette feels this is the best system for the town. Selectmen Clark is not worried about how the system will look from the exterior but is worried about spending the money.

Mr. Malette commented that the contractor that installed the windows has made it clear that he will not warranty the windows if air conditioning units are installed in them. Harvey Windows will still warranty a window if it was defective but not the installation. The fund balance is \$91,678.00 minus \$30,000 from windows and \$20,000 was voted into that fund leaving around \$81,000.

Selectmen Clark asked how long it would take to perform an assessment on all town buildings. Selectmen Clark asked Mr. Malette if they should perform the assessment before expending any funds. Vice Chairman Clow said he questions the efficiency and air/noise quality. Vice Chairman Clow said he supports the change, feels the money being spent the will benefit by less noise, consistent temperatures and a better working environment. Selectmen Clark said this sounds like this is a great system but this is not the right time to expend the funds.

FINAL

Selectmen Fiala commented that the Mildred Hall Fund has allocated \$50,000 for the Town Hall. Selectmen Fiala said when researching this he felt the old air conditioners would not be cost effective or look appealing and would be unable to keep the windows open if desired. Selectmen Fiala remembers last year having meetings where the room was very uncomfortable due to heating but being unable to leave the air conditioner on because of the noise.

Mr. Malette commented that when the Selectmen authorized the Building Committee to move forward with this process, these conflicts should have been discussed prior. The contractor is ready to start now.

Mr. Wright said he does not argue one system over the other. But rather argues expending the money at this time without a long time determination of use.

Mr. Ventresco said there was a concern about air exchange. Mr. Malette said the air quality in this building and the air exchange will be fine. The new system will be quieter, change in relative humidity and be more comfortable. Mr. Malette wants to make it clear that the Building Committee determined the size of the air conditioning units not the contractor. Mr. Malette said there will be a need for steel posts in some parking spaces where the units are located.

Chairman Kurk said she wishes she knew all this when the whole window situation came about. Chairman Kurk said she is really concerned about putting this off and not moving forward, the windows took years, and for the reason of moving forward she will support this. Selectmen Fiala said examining all town buildings will take money and the voters will not pass to expend the money. Chairman Kurk said they have been told by Mr. Wright that the Town Hall is in need of a roof; they are not sure if the Mildred Hall Fund will be able to be used for the roof repairs. Mr. Malette said the committee will be meeting on a monthly basis and report to CIP. Chairman Kurk said this \$22,000 will go through the General Fund before it gets reimbursed; how will this happen. Mr. Ventresco said he thinks they can manage the cash flow issue. It was discussed there are no other obligations from this fund. Mr. Ventresco said they figured there will be \$81,000 remaining in the fund.

Selectmen Fiala moved, Vice Chairman Clow seconded to authorize the use of up to \$22,000 from the Government Building and Maintenance Fund for the purpose of installing air conditioners by June 30, 2007 by Brookside Mechanical. Passed 3-1-0. Selectmen Clark voted against.

Selectmen Fiala moved, Vice Chairman Clow seconded to appoint Paul Kosciuszek to the Conservation Commission as an alternative for a 3 year term. Passed 4-0-0.

The Board discussed the Custodial position duties. Mr. Ventresco said there is an issue with ordering supplies. Vice Chairman Clow said if the custodial has a supply list of what is needed. It was discussed grouping together a lot of supplies and ordering through W.B. Mason, which delivers to Weare for free.

The Board discussed if 15 hours for this position is adequate for what needs to be done. The Board discussed providing basic tools. Selectmen Fiala asked what kind of maintenance will be expected, light bulbs, leaking pipes, when something comes up that can not be handled he will need to contact the Town Administrator.

Chairman Kurk said she is really apprehensive on not having a policy in place for credit card usage. Once it is in place then they will obtain a credit card. Mr. Ventresco will be researching options for the credit card.

Selectmen Clark mentioned the minutes getting updated on the town website.

Selectmen Clark discussed having to accept gifts. Chairman Kurk said she just has money expended from her line.

Selectmen Fiala moved, Vice Chairman Clow seconded to accept the gift of a black box from Selectmen Clark. Passed 3-0-1. Selectmen Clark abstained.

FINAL

Selectmen Fiala moved, Vice Chairman Clow seconded to accept the gift of paper shredding from Selectmen Clark. Passed 3-0-1. Selectmen Clark abstained.

Vice Chairman Clow asked about the note from Don Thompson about paying off the TAN. Vice Chairman Clow said it makes sense to authorize the internal transfer of funds to pay off the TAN.

Vice Chairman Clow moved, Selectmen Fiala seconded that the Board authorize the Treasurer to pay off the amount of \$250,000 of the amount of the TAN at TDBanknorth using internal transfers and notifying the Board when the transfer takes place. Passed 4-0-0.

The Board discussed having Tina Pelletier attend one of their meetings a month.

Vice Chairman Clow said he would like to sit down together to discuss the 2005 audit to determine exactly where they went wrong.

Vice Chairman Clow said they had a good turnout last Wednesday for the Town Advisory Committee and they will be meeting again on June 6th in the Selectmen's Conference Room.

Selectmen Fiala said the Building Committee will be meeting the first Monday of the month at 8:00a.m.

Chairman Kurk said they had 51 non-resident boats access Chase Park in 2006 and 92 non-resident cars at Chase Park.

The CIP Subcommittee is meeting on the 30th at 8:00 and then every 3rd Wednesday thereafter.

12. ADJOURNMENT 11:18 p.m.

A True Record.

Cherry Palmisano, Recording Secretary