

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES 02/04/08**

**PRESENT:** TOM CLOW, CHAIRMAN; DONNA M. OSBORNE, VICE CHAIRMAN, HELEEN KURK, SELECTMAN; JOSEPH M. FIALA, SELECTMAN

**TOWN ADMINISTRATOR:** Fred Ventresco

**RECORDING SECRETARY:** Cherry Palmisano

**GUESTS:** Frank Campana, Gregory Begin, Chuck Metcalf, Donna Matheson, Dawn Vaughn, David Caldwell

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

**1. PUBLIC COMMENT** – Mr. Frank Campana mentioned the information for the Town Mailer and recognizes that there is extra burden on the Board because of the absence of a Finance Committee. Mr. Campana requested the Board to be cognizant of the fact. Mr. Campana commented that there is a difference in what the Board has calculated for tax impacts and what he has. Mr. Campana would like the gap filled between the dollar amount and what the Finance Committee would recommend and would like the Board to present a fair representation of what they recommend.

Mr. Campana commented on the Board saying there would be no tax impact of the Highway Garage for the first year; there is an interest payment that will be due this year and the second year there is principal and interest.

Mr. Chuck Metcalf requests that the Selectman take a vote on any articles that had major changes at Deliberative Session. Mr. Metcalf hopes the Board can support the article for Bolton Field with the changes specific to parking, drainage and runoff and safety of pedestrians. Mr. Metcalf said this will benefit the safety of emergency vehicles and protect the work already done down at the field. Mr. Metcalf asked the Board to take these things into consideration when voting.

**Chairman Clow moved, seconded to enter into non public session at 6:08 under RSA 91-A:3, II (b). A roll call vote was taken, Vice Chairman Osborne – yes, Selectman Fiala – yes, Selectman Kurk – yes Chairman Clow – yes. Passed 4-0-0.**

Chief Begin introduced Dawn Vaughn, whom he is recommending to be the new part-time Records Clerk for the Police Department. Her starting pay would be \$10.50/hr. This position is subject to the Collective Bargaining contract. After six months if her performance is satisfactory she will get \$10.87/hr. Chief Begin said that Ms. Vaughn comes highly recommended. She will work approximately 20 hours/wk.

**Chairman Clow moved, Selectman Kurk seconded to come out of non public session at 6:17 p.m. A roll call vote was taken, Vice Chairman Osborne – yes, Selectman Fiala – yes, Selectman Kurk – yes Chairman Clow – yes. Passed 4-0-0.**

Chief Begin recommends they hire Dawn Vaughn as part-time Records Clerk for the Police Department at \$10.50 per hour.

**Vice Chairman Osborne moved, Chairman Clow seconded to hire Dawn Vaughn as part-time Records Clerk for the Police Department at \$10.50 per hour. Passed 4-0-0.**

## FINAL

Mr. Dave Caldwell, Lufkin Road, said he had sent a letter to Carl Knapp and the Board of Selectman about the condition of his road. Mr. Caldwell said the asphalt was stripped off the road and left a dirt road. He has to call the DPW about 7 times a year to have the road graded. Mr. Caldwell told the Board he spoke with all the residents and they would the asphalt put back down on their road. He said there is no need to tar the full length of the road, they would just like it put back down. Mr. Caldwell told the Board he is aggravated with the situation and understands there are budget issues but would like this done. All the residents on the road are fed up with the current situation. He would like to know if the Board could take care of this problem. Chairman Clow said they would have to discuss this with Mr. Knapp. Chairman Clow mentioned the article for road reconstruction and said it is planned out for particular projects for the upcoming year.

Selectman Kurk mentioned that Mr. Knapp had spoke with them about some roads not being paved again and there is a new material that costs less and requires less maintenance. He understands that for existing dirt roads, but this road had asphalt and then was stripped down to become a dirt road. Chairman Clow said another issue with the paving is that it is tied to the price of oil and is very expensive. Chairman Clow said they would address the issue with Carl Knapp. Selectman Fiala said there is such a thing as Betterment's Assessment which reduces their taxes over years in return for the residents paving the road. The Board discussed that Mr. Knapp needs to be included in the discussion. Mr. Caldwell will contact Sue Tuthill to get information on the Betterment's Assessment

## 2. MEETING MINUTES

**Chairman Clow moved, Selectman Kurk seconded to approve the minutes of January 13, 2008 as amended. Passed 4-0-0.**

**Chairman Clow moved, Selectman Kurk seconded to approve the minutes of January 14, 2008 as written. Passed 4-0-0.**

**Chairman Clow moved, Selectman Kurk seconded to approve the minutes of January 15, 2008 as amended. Passed 3-0-1. Vice Chairman Osborne abstained.**

**Chairman Clow moved, Selectman Kurk seconded to accept the minutes of January 19, 2008 as amended. Passed 4-0-0.**

**Chairman Clow moved, Selectman Kurk seconded to approve the minutes January 21, 2008 as amended. Passed 4-0-0.**

**Chairman Clow moved, Selectman Kurk seconded to approve the minutes of January 23, 2008 as written. Passed 5-0-0.**

**3. ADMINISTRATIVE REPORT** – Mr. Ventresco said PARC has agreed to pay the additional balance on the GeoInsight bill for Bolton Field for the additional copies.

Mr. Ventresco said the Fire Marshall visited last week and will be sending a letter that will be at least as extensive as the 2000 letter. Mr. Ventresco said he knows they will have to take action on the heat situation in the lower offices; they do have an estimate for \$2,500 to extend the heat down to those offices. Mr. Ventresco said that Chip Meany called in the Fire Marshall because he thought he heard the Board requested him too. It was discussed the Joint Loss Committee may have consulted Mr. Meany. Mr. Ventresco said they should be receiving the letter soon. Selectman Kurk said Mr. Meany spoke with her about radiator instead of thermostats. Selectman Kurk would like the Building Committee to weigh in on the discussion. Selectman Kurk said she spoke with Mr. Meany and he said they would actually be saving money to update the heat situation in the lower offices. Selectman Fiala said they discussed at one point possibly putting a heating unit up high in those offices. Selectman Fiala will bring the discussion up at the next Building Committee Meeting.

## FINAL

Mr. Ventresco said there was a letter that Chief Richards asked he pass to the Board. The letter states that Dunbarton is experiencing a shortage of EMS during the week. They only have a pool of 4 licensed people who can respond during the week and Weare should not consider them a reliable source to provide emergency resources during the week.

Mr. Ventresco said he received a letter from DRA stating they will be making appointments soon to meet with the Board and Assessor (per an RSA every 5 years to document land owned by the Federal Government, Army Corps of Engineers). Selectman Kurk said this is the spill way for the dam that was put in and the state of Mass is supposed to pay NH. Mr. Ventresco said they did receive a check for \$124,800 for 2006. Selectman Kurk feels this money should go towards tax relief because they have been paying it all along. Chairman Clow said at this time the money will go into the General Fund, not to be spent, but to be part of the General Fund Balance and in October they will have the ability to use it for tax relief.

Mr. Ventresco said there is a request from Ms. Naomi Bolton for work she did during her leave for the Planning and Zoning Boards for about 25.5 hours and would like it given to her as comp time. Selectman Kurk asked why they wouldn't pay her for her time. Selectman Kurk said she spoke with Primex and they said the town needs to pay for the hours she worked and the rest of the day would be sick time. Selectman Kurk said if they would like to use compensation time she would like a call put into Primex for guidance. Vice Chairman Osborne would rather Ms. Bolton be paid. Chairman Clow does not understand the Primex connection. Selectman Kurk said Primex is the one they would go to for information regarding pay and labor. The Board agrees Ms. Bolton needs to be paid for her time. Vice Chairman Osborne would like to see Ms. Bolton be paid because of the amount of comp hours. Chairman Clow said Ms. Bolton is probably suggesting comp time or payment because she doesn't want the town to have to come up with the money.

**Selectman Kurk moved, Chairman Clow seconded to compensate Ms. Bolton for time worked during her sick leave for 25.5 hours. Passed 4-0-0.**

Mr. Ventresco said there are some residents whose wells freeze during the winter and have been using town buildings for water sources. Mr. Ventresco said the Safety Complex did not like the idea but then agreed to it. Vice Chairman Osborne said she knows in the past the Old Fire Station was always left open for these residents to utilize. The Board sees no issue with the situation.

Chairman Clow said he has correspondence from the Local Government Center concerning the NH Retirement System. There was a study done for the long term viability of the system and during 2007 House Bill 263 which provides new funding methodology to increase employee contribution rate was passed. Chairman Clow said the letter is asking if the Town of Weare wishes to be part of the litigation concerning preventing overspending. The cost to the Town would be \$576.78. Basically is mandating against additional contributions.

Selectman Kurk discussed correspondence from Primex dated January 3, 2008 thanking the town for remaining with them and included points they would like to work on; safety and liability codes, employment practices (involving review and training) mentions vehicle incidents and how to reduce the numbers, flooding issues and prevention. Selectman Kurk said they could bring the price down that is due to Primex by taking care of some of these issues.

Mr. Ventresco mentioned the Joint Loss Committee Recommendations to the Board; the safety lights and the recommendation to replace them for \$1,200. Selectman Kurk said some of the issues need to be taken care of soon, the money will come out of the Capital Reserve to remedy.

**Chairman Clow moved, Selectman Kurk seconded to spend up to \$1,300 to install emergency lights in the Town Office Building with money to come from the Government Building and Maintenance Capital Reserve Fund. Passed 4-0-0.**

## FINAL

The Board discussed the need for the smoke detectors; some are on the wall and they need to all be hardwired/battery backup on the ceiling. The Board will wait until they receive the letter from the Fire Marshall.

Selectman Kurk discussed the Town Mailer and Town Report and dedication. The Board discussed the Town Mailer needs to be in the voters hands in one month; the deadline to have it into the printer is early next week. Mr. Ventresco asked the Board their thoughts on pictures. Mr. Ventresco said he has received pictures from Christine Hague on the Library flooding. Selectman Kurk discussed pictures of the Town Office Sign.

The Board discussed the Town Report would be dedicated to Ray Eaton and Leon Taylor for their long term service to the Town of Weare Fire Department.

The Board discussed pictures to be included in the Town Report. Selectman Kurk suggested that buildings could be the theme because over time the buildings will change. Other suggestions were the Police dog and the Boston Post Cane dedication. Picture submission deadline would be Monday, February 10. The cover picture for the Town Report would be a photo of the new sign for the Town Office Building. Chairman Clow said he hopes to have a draft of the Town Mailer within a couple of days.

Selectman Kurk mentioned Mr. Campana's request and said if all the Board supported articles pass it would be a tax impact of \$3.57 and if all the articles that are not supported pass it would be an additional \$0.24; the bond articles are not included.

Selectman Kurk mentioned committee meetings that do not have a quorum and asked if they can meet but not vote. The Board decided if there is no quorum then there should be no meeting with minutes.

The Board discussed mailboxes being damaged from plow trucks and said the town is not responsible if the mailbox is in the right of way.

Mr. Ventresco discussed that all Department's need to write their piece for the Town Mailer.

Chairman Clow asked the Board if they feel the need to change the way they voted on an article since changes were made at the Deliberative Session. Selectman Fiala mentioned he would like to change his vote on Article 10. This is for the bond for Bolton Field originally amended at Deliberative Session to be \$0 then approved, amended to be \$435,000 which would have accomplished phase 1 in the master plan report for Bolton field then approved, then changed to add language for the purpose of increasing parking capacity, pedestrian management plan and storm water management system. Selectman Fiala said there is a reason this kind of language is not placed in the article; specifying a plan and specific location limits the way the money could be used. Selectman Fiala said the change says they can develop these plans but does not mention being able to implement the plans. Selectman Fiala said he spoke with Town Counsel who said the intention was there to implement the plan, but not stated. Selectman Fiala said this limits what can be done and that the new language has corrupted the original purpose and now feels he cannot support the article because of the way it is written. Selectman Kurk remains unresponsive. Vice Chairman Osborne cannot recommend the article. Selectman Fiala said the wording gives them no flexibility. Selectman Fiala commented on so much work went into the plan and so much planning and then to someone stood up at Deliberative and changed the wording in such a way to place limitations. Selectman Fiala said the intentions were good but there is a reason why that kind of language is not included in articles. Selectman Fiala commented that every single word in an article means something.

Selectman Kurk said this brings up a problem, if they are going to include information on Article 10; how can they do that? Selectman Fiala said PARC will have to write the description for the article. Selectman Fiala thinks the language that got written was from the Moderator, the Petitioner never submitted his requests in writing and feels there are a lot of legal issues the way it is written now. Vice Chairman Osborne looks at this article from a citizen's standpoint and finds the article to be very confusing. Selectman Fiala said he failed to speak to this at Deliberative Session and then it was too late. The Board agreed the bond issues were long

## FINAL

discussions at Deliberative Session. Chairman Clow said he would leave his vote the way it was to support because he would like to see something done to improve the conditions at Bolton Field.

Mr. Ventresco said only articles with appropriations in them are recommended/not recommended by the Board.

The Board reviewed Article 37 and discussed they need a recommendation on whether they need to vote to support/not support this article with Attorney Mitchell. Selectman Fiala would like a call to LGC to verify which articles they are allowed to put forth recommendations.

Special warrant article – requiring notation for recommendations if they have appropriations. Chairman Clow said it sounds to him as though there is a requirement for petitioned articles.

Mr. Ventresco said they could make their recommendation next Monday. Selectman Fiala asked if this is going to be sent to the attorney for review. Chairman Clow said with the exception of the changes that have been made at Deliberative Session it has been reviewed by the attorney.

**Chairman Clow moved, Selectman Fiala seconded to support Article 37 as written. Failed 1-3-0.**

Selectman Fiala would like the mailer sent out 10 days prior to the town vote; February 28 it will be mailed.

Vice Chairman Osborne mentioned the call in show on March 10<sup>th</sup> from 7-8pm and asked that all Department Heads be present during the call in show to answer any questions.

Chairman Clow commented on the article on wages, he thinks that before this Board changes they should be the ones to finalize this. Chairman Clow thinks they need to have a work session devoted just to this and have input from Benefit Review as well. Selectman Kurk said she did call LGC and spoke with Barry Cox who told her there is a service available, although not free, that spells things out and has a real time connection between job description and the pay span. The cost would be \$200 per position. Selectman Kurk feels this could give them some guidance. Chairman Clow said they must have job descriptions for each position. Selectman Kurk said she does have some of them although they are very old and need updating. Chairman Clow said he would like to see a mesh of the two concepts, placing people on an affordable step rather than going strictly by longevity. Chairman Clow said he knows Selectman Kurk is reluctant to look at this as a step schedule. Selectman Kurk said because she feels all the pieces are not in place for her to make the best decision. Selectman Kurk said she thinks they can find a place to divide the money more equitably. Chairman Clow said how can they place people in the appropriate step and allow them growth in their positions. Selectman Kurk said longevity needs to be melded in and not separated. Selectman Kurk would like numbers as to how it affects the tax payers and employees as far as benefits.

Chairman Clow said he is very uncomfortable with taking this and running with it. He thanked Benefit Review for implementing it. Chairman Clow said he spoke with Ms. Bolton regarding the final number. Chairman Clow has a book from LGC listing all towns in the state with the same population and those closest to Weare and then eliminated towns by comparing them. Chairman Clow said some of the numbers have already been changed. Selectman Fiala said he is ok with the step system, it is a way that schools and governments utilize as typical, merit portion included because it needs to be earned they don't just get it and agrees with employees being placed on the appropriate location within the step. Chairman Clow said it is the Board's prerogative to determine if positions should have comparable wages. Chairman Clow said for now they need to take the names of the positions as they exist. Selectman Fiala said it will be an ongoing document and positions might be renamed.

Chairman Clow asked if it would be all right with the Board if he went back to Benefit Review and said here are the numbers they have, can they work up a working document. Chairman Clow would like the Board to send this back to Benefit Review for changes before finalizing; it would come back with the current formula unless they want to change the formula. Selectman Fiala feels they should send it back the way it is. Selectman

**FINAL**

Kurk said they have a sum of \$57,000 and that money has to equitably used to put people in a realm which is appropriate. Selectman Kurk said that she is not sure without all the information in place that she could support the article. Chairman Clow said the way Selectman Clark and Kurk determined the scale it gives a way to phase in and allows employees to get to the appropriate scale.

The Board agreed to hold a work session and Manifest only meeting on Monday, February 10. Selectman Fiala is asking to have the camera off so they can talk candidly on names, positions and salaries and get the work done.

Mr. Ventresco asked about the ballot and the way names are listed for individuals running for a position. The Board agreed to go with the state's recommendations.

The Board discussed holding a candidates night and said it should not be held by the Board.

**4. MANIFESTS**

**Chairman Clow moved, Selectman Fiala seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated January 6 and 7, 2008. Passed 3-0-1. Selectman Kurk abstained.**

<b>Accounts payable</b>	<b>\$293,714.83</b>	<b>(John Stark \$200,000.00)</b>
	<b>\$5,000.00</b>	<b>(Late request by Fire Dept)</b>
<b>Gross Payrolls</b>	<b><u>\$41,598.83</u></b>	<b>(includes Credit Union, Taxes)</b>
<b>Total</b>	<b>\$340,313.66</b>	

**5. ADJOURNMENT at 9:00 p.m.**

A True Record.

---

Cherry Palmisano, Recording Secretary