

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
February 22, 2005**

**PRESENT:** LAURA BUONO, CHAIRMAN; LEON METHOT, CO-CHAIRMAN; HELEEN KURK, SELECTMAN; THOMAS REYNOLDS, JR.,

**TOWN ADMINISTRATOR:** ROBERT CHRISTENSEN (not present)

**RECORDING SECRETARY:** Cherry Palmisano

**GUESTS:** Donna Osborne, Tina Pelletier, Sherry Butt Dunham, Marjorie Burke, Matt Thomas, Wes Bonney, Jan Snyder, Elayne Pierson

**6:50 Chairman Laura Buono called the meeting to order.**

**1. PUBLIC PARTICIPATION** – On behalf of the Benefit Review Committee, Tina Pelletier recommended some changes to the Personnel Policy. Ms. Pelletier stated that they would like to have a Seat Belt Policy in the Personnel Policy. Ms. Pelletier also presented a Whistleblowers' Protection Act that would replace the current Reports of Misconduct in the Personnel Policy. The Benefit Review Committee feels it necessary to add an Anti-Harassment Policy to the Personnel Policy as well as a Longevity Bonus.

**2. USE OF SOME OR ALL TOWN OWNED PROPERTY THAT CONTAINS THE OLD FIRE STATION** – Mr. Matt Thomas asked the Board if they had any comments or concerns regarding the proposed new Weare Middle School. Mr. Thomas told the Board that if the new school bond passes then the School Board would like to take care of the demolition of the fire house in exchange for an agreement or lease to use the land. Co-Chairman Methot stated that Bob Christensen spoke with Primex regarding this matter and that they recommend that the Town sell the land to the School Board for the purchase price of \$1. This would need to be done taking into consideration the needs of the well situation.

The Board questioned Mr. Thomas on the relocation of the skateboard park, the farmer's market and the patriotic celebration. Mr. Thomas guaranteed the board that the skateboard park will be relocated somewhere; the exact location depends on the positioning of the new structure on the proposed site. Mr. Thomas stressed the fact that the proposed new Middle School is for use by the whole community.

Mr. Wes Bonney, from Team Design, would like to be able to shift the new WMS towards the gazebo. If the building moves toward the fire station then the parking lot (72) spaces will possibly be relocated. Mr. Thomas stated that they are still gathering information from parents and so forth on traffic pattern concerns. All possibilities are still being explored to push the structure back from Route 114.

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Mr. Thomas said that the school has the funds if the bond passes to create a new leach field for the septic as requested by Carl Knapp.

Matt Thomas talked about the property owned by Chris Bolton and found that there was not enough suitable space to build this large structure but it is suitable for smaller structures in the future. Mr. Bolton is interested in donating the land. Mr. Thomas stated that this is a viable piece of property and spoke of the Board's need to come together to accept this gift.

Mr. Thomas stated that the bond did not decrease by coming back to this site because they are not sure of the state requirements for the intersection of East Road and 114 and what will be required from them. They anticipate that the cost could be under \$18 million but they need to be prepared. Any funds not spent will be returned to the taxpayers.

Selectman Kurk questioned Mr. Thomas that after the bond passes can the community see the whole picture before things begin. Mr. Thomas stated that the School Board has done a great job thus far with keeping the community updated and stated that this will continue through the whole process. If all goes well they would like to have the new school opened in September 2007.

**Chairman Buono moved, Co-Chairman Methot seconded to hire Jimmy R. Gilman as a Truck Driver for the Department of Public Works for \$12.00 an hour. Passed 4-0-0.**

**3. MANIFESTS**

**Chairman Buono moved, Co-Chairman Methot seconded to authorize the Board of Selectmen to sign Manifests and order the Treasurer to sign checks dated February 24, 2005. Passed 4-0-0.**

|                  |                    |
|------------------|--------------------|
| Accounts payable | \$227,787/95       |
| Gross Payrolls   | <u>\$32,828.90</u> |
| Total            | \$260,615.85       |

**Selectmen signed manifests and ordered the Treasurer to sign checks dated February 17, 2005.**

|                  |                    |
|------------------|--------------------|
| Accounts Payable | \$13,130.78        |
| Gross Payroll    | <u>\$28,284.43</u> |
| Total            | \$41,415.21        |

**4. AUDIT DISCUSSION** – The Board reviewed comments brought fourth from Vachon, Clukay & Co., PC regarding strengthening internal controls and operating efficiency. The Board discussed with Elayne Pierson the observations, implications as well as recommendations from Vachon, Clukay & Co., PC.

Elayne Pierson stated that all accounts have been set up but are currently not working properly. She hopes to have everything working and be up to speed for 2004 to be on a modified accrual basis. Chairman Buono asked Ms. Pierson if 2005 will be on track as well. Ms. Peirson stated that she hopes to have 2004 as well as 2005 completed. Chairman Buono stated that with the amount of money the town paid for this software that there should be no glitches. Ms. Pierson asked for the Board's approval to have someone from BMSI to come down and work with her stating that this will cost the town money. Ms. Peirson stated that the town's contract for \$2,500 gives them phone support and updates as well as seminars. Chairman Buono said they would like Ms. Pierson to get an estimate on how much it would cost to get the needed on-site support.

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**5. MEETING MINUTES**

**Chairman Buono moved, Co-Chairman Methot seconded to approve amended minutes of January 17, 2005. Passed 4-0-0.**

**Chairman Buono moved, Selectman Kurk seconded to approve amended minutes of January 31, 2005. Passed 3-0-1. Co-Chairman Methot abstained.**

**6. ADMINISTRATIVE REPORT**

Chairman Buono stated that there was an accident on Monday, February 21 in which the police 4wd vehicle was rear ended. No injuries reported.

Chairman Buono thanked Dan Drysdale for his hardwork with the new sign for the Town Hall.

Chairman Buono announced that on Monday, March 7 there will be a Call-In Program regarding the 2005 ballot from 7-9 p.m.

The Candidates Night is Friday, February 25 at 6pm in the Selectmen's conference room with the first hour focusing on Police Chief Candidates followed by the candidates for Selectmen.

**7. PROPOSED RULES FOR IMPLEMENTING THE TOWN BUDGET**

1. No town department or Board shall expend funds, or incur obligations to expend funds, that exceed either (a) its total appropriation or (b) any individual line appropriation without prior approval, except that the fire department vehicle maintenance lines may be combined, and the highway department equipment maintenance lines may be combined without such prior approval.
2. Requests for exceptions to this rule shall be made to the Town Administrator.
3. The Town Administrator may approve requests to transfer funds between individual line appropriations provided the amount does not exceed \$500.00. The Selectmen must approve requests for transfers in excess of that amount.
4. The Selectmen must approve requests by a department or board to expend more than its total appropriation, regardless of amount.
5. Any approval granted under these rules must be in writing.

The Board would like to see the Department Heads go to the Town Administrator to overspend a line but not to actually transfer the funds to a different line. The Board feels that the Department Heads need to keep them informed.

The Board reviewed and discussed the proposed rules and they will be finalized at a later date.

**Chairman Buono moved, Selectman Reynolds seconded, to enter into nonpublic session @ 9:10 p.m. pursuant to the authority granted in RSA 91-A:3II(c). A roll call vote was taken. Co-Chairman Methot - yes; Selectman Reynolds - yes; Selectman Kurk - yes; Chairman Buono - yes. Passed 4-0-0.**

**8. ADJOURNMENT**

A True Record.

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Cherry Palmisano, Recording Secretary