

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES 01/15/08

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

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Tina Pelletier, Frank Campana, Paul Marsh, George Malette, Chief Richards, Jim Blouin, Ginger Esenwine, Forrest Esenwine, Dick Butt, Christine Hague, Carl Knapp,

5:05 p.m. Chairman Clow called the meeting to order.

Chairman Clow opened the Public Hearing at 5:10 p.m.

1. PUBLIC HEARING For the purpose of the hearing public comment regarding the bond for the Public Works Building.

Article 9 – Shall the town raise and appropriate a sum not to exceed \$900,000 for the purpose of constructing a new Public Works (Highway Department) and Transfer Station facility and to authorize the issuance of not more than \$900,000 in bond and/or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) to finance the project and to authorize the Board of Selectmen to negotiate, issue, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof. (3/5 ballot vote required).

Mr. Forrest Esenwine said he does not know all the plans laid out for this project but does know the department is in desperate need of this new facility. He feels the long-term benefits will save the town money through longevity of vehicles and higher revenue with recycling. Mr. Esenwine feels the building is long overdue.

Mr. David Roy said other projects have been planned out by the Board and there have been committees and more research, he feels this project only has a small group of people involved. Mr. Roy commented that a lot of people are questioning if this problem started with some repairs that needed to be done. He asked the Board why they aren't spending \$100,000 to repair and bring up to code the current building instead of spending \$900,000 for a new facility. Mr. Roy feels the Public Works buildings gets used hard and this looks to him as great expense and by the time the bond is paid he feels they will possibly need to make repairs. He feels this project has gone from electrical repairs to needing a whole new building. Mr. Roy asked if taxpayers have been considered regarding this tax burden; we already have the tax burden of a new school and the revaluation and now a new Public Works Facility. He feels this project is moving too fast and has not been given adequate consideration.

Ms. Christine Hague, Joint Loss Committee, which is a safety committee required for all towns, said in terms of safety and repairs this is not a new issue. The facility was cited in 2006 as a safety issue and goes back prior to 2006 and is on the Joint Loss Committee priority list. Ms. Hague said this is not a frivolous proposal.

Mr. Paul Marsh, member of the CIP committee, said he listened to the presentation by Carl Knapp and agrees the town does need to know a lot more about what this new construction should be. Mr. Marsh said the town owns 10 trucks and he feels they should not be left out in the rain and snow continuously, because of this the vehicles life expectancy is lowered almost in half. This project will allow these vehicles to be housed inside, have salt washed out, and keep them warm which helps with hydraulics. He feels this is this is an economically and cost effective

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way for the town to spend money. This building in the long run will be fair more valuable than \$900,000 to the town.

Mr. Carl Knapp submitted a rough drawing to the Board. Mr. Knapp said the issue is not just electrical; the roof leaks and water runs out of the electrical box. The building is inefficient for today, when they use to run trucks from state surplus for \$5,000 it wasn't a big issue to not have a facility to house them. A fully equipped plow truck is \$150,000 and leaving them out in the cold with the hydraulics and having the oil cold wears on the trucks. Mr. Knapp said in a short amount of time this facility will be adding 2-3 years onto each vehicle. The trucks will be able to have the salt washed off and be kept in house. Mr. Knapp said there is nothing fancy about the building. Mr. Knapp said this will be a savings of 20 years in their fleet, that is just \$300,000 in savings on vehicles just in one cycle and not purchasing trucks prematurely because they are rusted. Mr. Knapp said over not too many years there will be a considerable savings in maintenance due to the rust. Mr. Knapp said as far as recycling this facility will make it easier on the bailers. This facility will also help make recycling easier for the public. Mr. Knapp said there are safety concerns for the people working in that garage. Mr. Knapp said it is not their intention to beat up the facility they would like to protect their investments. The safety issues are not just with electrical and the water leaking in, there is no ventilation in the building at all. The air in that building is not good to breathe in continuously. When working on those trucks most of the time the body needs to be put up and the ceiling is not high enough. They have to prop the body up in an unsafe manner to accommodate the ceiling. The 2008 trucks and so on are going to have emissions that are very complicated and they will be getting one in 3 weeks and they can not be left idling at all. If you leave them idle then the repair cost will be very high, this concerns Mr. Knapp. Mr. Knapp said they will have no choice because of the new emissions. He understands the concern for how quickly this has come about. Mr. Knapp said these safety issues have come up repeatedly for years.

Mr. Dick Butt asked Mr. Knapp about operational costs and commented on the recycling being in a different location then the current. Mr. Butt said when he has been to the Transfer Station there are employees congregating when commercial haulers come in. Mr. Butt would like to know how the new facility be manned and what the additional operational costs are for the facility.

Mr. Knapp said there won't need to be any more staffing. Saturdays there are 3 employees, 1 will be at the recycling center on Saturdays. The new facility will make recycling easier and won't change anything for staffing. The heating will still be done with waste oil. They are trying to get a \$2,500 grant for waste oil heating and obtaining an additional grant for the waste oil furnace – 75% will be paid for by grant. There is not cost for waste oil and the entire building will be heated with waste oil. Right now they have plenty of waste oil to heat. Electrical will be the only additional costs. Everything they have now is extremely inefficient. Everything they have that uses power now will be able to convert to 3 phase to make them more efficient. Mr. Knapp said there is new lighting available and he spoke with PSNH and if he uses efficient lighting they will reimburse them for electrical efficient lighting. By talking with the electrician it won't cost more to operate the building in fact it could be possible to save money. Right now they use block heaters in the winter approx \$500 per month in the winter. The electrician suggested that all the parking bays have motion sensor lights to save electrical as well.

Mr. Frank Campana commented hearing 3 times that the vehicles are parked outside. He hopes that when the current building is explained to taxpayers there are aware the trucks are not outside they are not behind closed heated doors, but they are not outside; they are undercover. Mr. Campana asked the length of the bond. Chairman Clow said they have estimates at 4.25% for a 10 year bond, \$.14 first year and down to \$.10 per thousand on the last year. Mr. Campana asked how big the building will be and how many vehicles it will house.

Mr. Knapp said it will house the 10 trucks they currently have and all the town's equipment including the skid stir, water truck and small equipment that the town owns and there is room for 2-3 additional trucks in the future. Mr. Knapp said they accepted 10 miles of road and have got no new trucks.

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Mr. Campana asked the BOS how many bonds the town carries, the length of the bonds and the cost of the bonds. Mr. Campana says he knows the answer but wants to know if the Board knows. Ms. Pelletier said they have bonds for the Safety Complex, Ferrante land and the bridge.

Mr. Campana asked what is the total amount for this year and wants to know if the Selectman know the commitment. Chairman Clow said for 2008 the Safety Complex will be \$74,000, the bridge is \$50,000 each year until 2015 and the interest changes each year \$22,500 for interest this year and the Ferrante land is \$96,838, plus the lease payment on the ambulance.

Chairman Clow closed the public hearing at 5:35 pm.

2. PUBLIC HEARING For the purpose of the hearing public comment regarding the bond for Bolton Memorial Field.

Article 10 – Shall the town raise and appropriate a sum not to exceed \$1,250,000 for improvements at the Town's Bolton Field Memorial Complex and to authorize the issuance of not more than \$1,250,000 in bonds and/or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) to finance the project and to authorize the Board of Selectmen to negotiate, issue, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof. (3/5 ballot vote required).

Chairman Clow said they have estimates that show the tax impact for the first year at \$.20 per thousand and the last year being \$.10 per thousand. Chairman Clow said if they were going for the bond now it would be 4.25%. Mr. Campana asked what does that dollar amount represents for debt service for the first year. Chairman Clow said interest and principal is \$178,125 for the first year and \$130,112.50 for the last year. Chairman Clow said these estimates for discussion purposes only. Mr. Campana commented on this article and the previous bond article, if these both pass they will have roughly 5 bonds for the town alone. Mr. Campana said he does not know when one bond ends and when one begins but does knows there will be at least 4 overlapping.

Mr. Campana said just for 2008 there will be bond payments approaching \$500,000. Mr. Campana said he has no ax to burn with the Highway Department or Bolton field but wonders if the taxpayers can afford the half million for the bonds not to including the bond for the schools. Chairman Clow said the Safety Complex bond will be paid off in 2012 and the Ferrante bond will be paid off in 2016. Mr. Campana said that is why he said 5 bonds; he said they are going to be locking the town into \$400,000-\$500,000 each year. Mr. Campana said he can appreciate the need but it is hard for him to decide what needs to get paid. Mr. Campana said he has to take care of the roof over his head and understands the town's needs. Mr. Campana wants the Board to understand the obligations they are putting on the town.

Selectman Fiala asked Mr. Campana if he is suggesting putting these bonds on the warrant. Selectman Fiala said the Board is not placing these burdens on the town; they are putting these articles on the warrant to vote, it is up to the town to decide. Mr. Campana said it is just that the Board is putting these on the warrant and they are endorsing these articles, he can point a finger at the Selectman and say this is what the Board wants the town to have.

Mr. Roy applauded the Board for doing their homework on the Bolton Field project. Mr. Roy said that when the Ferrante land came forth he felt it wasn't something the town needed and then shortly after that PARC wanted to do some work free of charge for Bolton Field and they were turned down by the Board of Selectman. Mr. Roy said on the Public Works side if it is a necessity they really need to have a public meeting and presentation. Mr. Roy said things need to be planned all the way through. Chairman Clow said at the Deliberative Session there will be presentations on both of the bonds. Mr. Roy feels the bond for Bolton Field needs to go in front of the taxpayers.

Mr. Esenwine pleads ignorance on want this \$1,250,000.00 will be paying for and he cannot imagine what needs to be done that will cost this amount of money. This land was donated and they were told only so much money would be needed to get these fields operable. Mr. Esenwine feels this is an awful lot of money to put up and feels it is not necessary to benefit the teams that use the field. Mr. Esenwine commented on the recession and feels this is not a need, it is a want. The Board needs to look at conditions the way they are and determine if this could be phased in.

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Mr. Esenwine does not feel this is a wise use of the taxpayer's funds to put this amount of money into athletic funds. Selectman Fiala gave Mr. Esenwine the plans for the Bolton Memorial Field Improvements. Chairman Clow said there should be presentation at the Deliberative Session explaining the plan for drainage, lighting, paving, bathroom facilities, concession stands, septic and excavation. Mr. Esenwine has heard some plans and feels there is a process before coming up to a final version. Selectman Fiala said a lot of the money in the plan was for engineering costs. Mr. Esenwine does understand parking area needs but feels there must be a way to create parking without the expense of paving. Mr. Esenwine feels putting toilet facilities in a place where there is known vandalism is not wise. Mr. Esenwine commented on there being portable toilet facilities in Concord. Mr. Esenwine does not see the need for 3 concession stands. Selectman Fiala said 1 concession to cook and 2 that sell items. Mr. Esenwine said this will be on the warrant. Selectman Fiala said it is going to the Deliberative Session and anything can happen at the Deliberative Session. Mr. Esenwine feels this is an inappropriate use of town funds.

Mr. Jim Blouin, PARC, asked if there is ever a good time to spend \$1,250,000.00. Mr. Blouin said everyone who utilizes these fields will benefit. Mr. Blouin said there has been many meetings and presentations' they did their homework. It is a lot of money but it will be very nice. Mr. Blouin said there are 3 fields, if you take those 3 fields out of there then there is nothing. Mr. Blouin said this plan makes the field's regulation size. Mr. Blouin said this will allow us to hold tournaments and will benefit the town and add revenue from outsiders. Mr. Blouin feels this will be a nice place for the children and children need this. Mr. Blouin feels this is a good plan and hopes the taxpayers consider it.

Chairman Clow said the plan breaks down into parking areas and storm drainage system (\$435,000) concessions and bathrooms \$295,000 with engineering, and final piece of paving is \$415,000.00. This encompasses the basic underlying construction of the facility. Chairman Clow said the usage of the fields is very heavily used by local youth.

Mr. Neal Kurk asked if questions were being allowed on all warrant articles. Chairman Clow said at this time they are discussing the Bolton field bond. Mr. Kurk asked for the bond payment for the first year. Chairman Clow said the first payment will be \$178,125.00 with a tax impact of \$0.20 and last year the payment will be \$130,000 with an impact of \$0.14. Mr. Kurk said this \$178,000 would cover more than all of the 4 people being asked by the Police Department and EMTS for the Fire Department, so one could argue the town could afford these officers. Mr. Kurk asked what the Boards vote was. Chairman Clow said before the end of the meeting the Board will be voting on recommendations on all warrant articles. Mr. Kurk asked if any votes were taken. The Board voted to put this on the ballot was 3-2.

Mr. Butt said for Mr. Kurk to compare these 2 bonds against other articles on the warrant is ludicrous. This facility is more than for the children it is a gateway to the town. Mr. Butt said this will bring people in from other towns who might make use of our facilities and services. Mr. Butt said when the Board makes a decision it is not an individual recommendation it is the recommendation from the entire Board. Mr. Butt said the Planning Board voted 3-1 to take this to the BOS to consider placing it on the Warrant Article. Mr. Butt hopes the Board will make the recommendation to place this on the warrant. Chairman Clow said it has been voted to be placed on the warrant, but they Board has not decided to recommend the article.

Chairman Clow closed the Public Hearing at 6:08 pm.

Chairman Clow opened the Public Hearing for all other Warrant Articles at 6:09 p.m.

Article 11 – Shall the Town raise and appropriate, as an Operating Budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of \$4,658,578. Should this article be defeated, the Default Budget shall be \$4,529,602 which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised Operating Budget only.

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Mr. Kurk said as he does the calculations it represents a 9.5% in the Operating Budget which is 6.5% larger than the current years Default Budget. As he reads the tax impact it says \$2.25 on Article 11 and the \$12,239 on wage article, which represents a 15.6% tax increase. Mr. Kurk said this will increase the town portion of the tax impact by 15.34% and if this is correct he would ask the Board to reconsider. Ms. Bolton said Article 21 is 3% across the board totals \$25,791.01 and adding FICA, Medicare and Retirement totals \$29,540.35 using 3% calculations. Chairman Clow said it was for more than just the raise it was to create a structure to make wages and salaries more competitive with other towns our size. Mr. Kurk asked if before the Deliberative Session they will have an opportunity to look at the proposed plan. Chairman Clow said the total amount of the article will be voted on by the public. Mr. Kurk said the state has a 9 step salary scale and once employees reach this 9th step they do not get raises. Mr. Kurk said if they were to make that kind of policy it could be problematic to the town. Chairman Clow said they will discuss Article 21 in length. Mr. Kurk asked if the steps or proposals be part of the Default or Operating Budget in the future. Chairman Clow said they will have to get legal advice. Mr. Kurk said if this article will have the effect of taking away voting on employee's raises he hopes this information will be made available to the public at Deliberative Session.

Chairman Clow said \$4,852,862.00 was the Adopted Budget and in fact the Default Budget.

Vice Chairman Osborne entered the meeting at 6:18 p.m.

Selectman Fiala commented on the increases being unacceptable. But they have got to this point because of years of Default Budgets and the rising costs of fuel and some of these things are things than cannot go without. Chairman Clow said even though they don't like the taxes it is because they have gone with Default Budgets for so many years 6 out of 7 years working with defaults and trying to squeeze employee raises and at some point the town needs to make up the gap. Chairman Clow said the increases are very conservative.

Mr. Butt said at a recent meeting the Board agreed to include the increase in energy fuels into the Default Budget. Mr. Fred Ventresco said the amounts are in each budget. Chairman Clow said Selectman Kurk contacted the Local Gov Center concerning fuel and how it affects the Default Budget. Chairman Clow said Selectman Kurk was told if they look at the gallons of usage they could calculate it into the Default Budget and use those figures for usage. Mr. Knapp said they used \$2.90 a gallon for gasoline, \$2.25 propane, and oil was based on \$3.00 per gallon \$3.59 for diesel per gallon. Mr. Butt asked if this was the only other item for the Default Budget other than contractual obligations. Selectman Kurk said electrical was based on kilowatt usage.

Ms. Pelletier said this year's Operating Budget/Adopted Budget is the Default Budget and the revised includes any grants coming in throughout the year. Ms. Pelletier said the Adopted Budget is what was voted on, and then the Police Contract is rolled in there. The Revised Budget is the actual amount of money to spend during the year. Mr. Butt commented on \$423,523 being the actual expenditures. One year prior actual and the one year revised will show \$31,000 left over at the end of this year. Mr. Butt asked how much of this was spent. Chairman Clow said they did not spend any of that but there could be charge backs that the auditors could find. As of now that would be the amount that would go into the General Fund. Mr. Butt commented on money being taken away for raises and asked the Board what the town lost because of these raises. Selectman Fiala commented on all departments not purchasing needed items. Mr. Butt said \$80,000 was roughly cut from the Default Budget. Selectman Fiala said it was not the best situation. Chairman Clow said the departments have been very frugal. Chairman Clow said there are many items that were done without. Mr. Butt said the fact that the Board included the raises in the Default Budget it makes it hard to determine, he knows it is a bottom line adjustment. It is hard for him to go through to find the increases in the Default Budget and he feels the Default Budget houses a sizeable increase. The Board said it is, but you need to consider fuel. The Board discussed over \$100,000 in increases in energy fuels.

Mr. Ventresco mentioned Department Heads holding back spending, he was told from all departments they have been deferring these costs.

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Chief Richards discussed a part for \$1,000.00 that was needed and risked greater repairs by not purchasing this item.

Ms. Christine Hague said she was not aware that the increase in fuel could be included in the Default Budget. Ms. Hague said in doing the surveys for salaries they are not livable salaries.

Selectman Kurk went through and highlighted areas in the Proposed Budget that have increases.

5 elections instead of 2, telephone costs – state software – telephone calls to Concord, employees paying for their own mileage, training and seminars, Assessing Department is long overdue for a sketching program, Legal expense – increase in proposed to deal with Police Contract, book updates, postage, office supplies, janitorial supplies, computer software, oxygen cylinders, tires, chains, oil, shop supplies, ball field maintenance for PARC, Conservation – active website, dues have been put off and need to reconnect with organizations, sewer – increase in pumping tanks and mowing

Chief Richards said his proposed increase of \$14,004 is mainly due to \$5,000 for details (which is offset by revenue) and the ambulance billing charge increased by \$4,400 (which is offset by revenue).

Mr. Ventresco said he spoke with Police Chief who has increases for furniture.

Ms. Hague said the increase in wage line is not a raise, doing 4 quarters at 2007 rate instead of 3. Payroll, tax and workers compensation total \$5,017 and is paid back hugely in services to public. They current only have 2 hours of cleaning per week they are requesting an additional 2 hours per week. They are asking for 9 additional hours for a page in the adult library per week at \$7.00 and 6 additional hours for a page in the children's library. The library and the town have grown but the number of employees has remained the same since the early 90s. Ms. Hague said they are so understaffed. The library standard shows 216 hours per week they have 136 hours per week. Health insurance went down. Book money was cut in 2007 to pay for raises, so they put it back. Postage increase, computer maintenance increased by \$200. Bookkeeper added \$60 for the year. Retirement fixed cost determined by the state. Fuel is an increase to what they are paying now. Ms. Hague said they tried not to increase anything expect services.

Mr. Knapp said as a Department Head they try their best to keep things down. In the Highway Department \$145,000 is the increase in fuel and salt, there is nothing that they can do about this. Mr. Knapp said he has tried to keep as many lines down as possible knowing these increases. Mr. Knapp said \$18,000 was vehicle maintenance. They only have \$1,800 per vehicle and they have been overspending this line consistently every year. Mr. Knapp said he would like to mention that due to recycling there is a significant reduction in the increase because of the recycling – this budget is down \$63,600. Mr. Knapp said the reduction in the volume of trash reduces their tipping fees. Other related costs reductions due to increase in recycling in hauling fees. Mr. Knapp said the revenue has continued to grow.

Ms. Hague said she needs to comment that they are required by law to get permission to spend money they already have; \$3,000 was from a fundraiser for the children's room, \$1,500 in Paige Trust and they have \$730 left to spend from Flood insurance. Ms. Hague said they put \$14,500 from the Jones Memorial Fund to bring in someone to advise them of their space for the future. \$13,200 will not come out of taxes; it is private funding.

Mr. Ventresco said and aggregate figure of increases in energy fuels of \$107,000 majority being diesel.

Mr. Ventresco mentioned the Police Department increases for custodial help, police detail overtime and office equipment for police department.

Chairman Clow said the anticipated tax impact of \$2.25 – last years proposed had an estimated impact of \$2.08 which is a difference of \$.17.

Mr. Esenwine asked if the difference in last years budget included all expenditures including wages they were talking about before. Chairman Clow said last years article for proposed operating budget was \$2.08 estimated tax impact and this years proposed estimated impact of \$2.25. In the Proposed Budget last year there was a wage

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increase. Mr. Esenwine said they are not being fair with all the numbers and would like to see some accurate numbers. Selectman Fiala agrees the salary amount needs to be added into this year's budget. Chairman Clow said they are not trying to deceive anyone. Mr. Esenwine said in saying last years budget was this and this year's budget is this and you not telling them this – people are mislead. Selectman Kurk said in the warrant article they are giving a salary increase and trying to get the staff up to a more competitive salary range. Mr. Esenwine understands this; they don't get a raise if the article does not pass.

Article 12 – Shall the Town raise and appropriate \$426,934 to be added and allocated to the previously established Capital Reserve Funds as show in the chart.

| | |
|--|-----------|
| Cemetery Construction Fund | \$25,500 |
| Fire & Rescue Communication Fund | \$30,000 |
| Library-Computer Replacement Fund | \$2,434 |
| Public Works Truck and Equipment Fund | \$210,000 |
| Transfer Station Trash Compactor Replacement | \$27,000 |
| Transfer Station Equipment Fund | \$10,000 |
| Public Works Highway Communication Fund | \$10,000 |
| Recreation Development & Improvement Fund | \$7,000 |
| Police Communication Fund | \$30,000 |
| Police Cruiser Fund | \$65,000 |

Anticipated tax impact = \$.048

Selectman Fiala is not sure if it is allowed to state recommended by the CIP Sub Committee. Selectman Kurk agrees.

Article 13 – Shall the Town raise and appropriate \$286,500 to be placed in the Government Buildings and Maintenance Capital Reserve Fund. These funds are recommended by the Town Building Committee.

Anticipated tax impact = \$0.32

Mr. Campana said there was a similar article last year. Chairman Clow said the Government Building and Maintenance Fund. Chairman Clow said this year it is not appearing in the same article. These are only spending articles in front of them tonight. Mr. Campana said this is a new article. Chairman Clow said yes, last year this would have been in article 12 in a separate line.

Is there a balance in the Government Buildings and Maintenance Capital Reserve Fund? Yes, \$30,000.

Mr. Campana asked if there is an expenditure list for the \$286,500.

Chairman Clow said there are some major needs in the town - \$20,000 in town office building life safety; \$5,000 for heat distribution methodology in lower part of building; \$15,000 weather work; Town hall needs new roof; Stone Memorial Building, repaint, roof 111 years, furnace rebuilt; Clinton Grove Academy \$28,000 (including storm windows, repainting, landscaping); Horse sheds need rebuilding; Library windows; Gazebo (roof and grading around).

Mr. Butt asked if the Stone Memorial Building was recently put on the states registry. If it is on the states historic registry he asked if this places restrictions on what can be done to the building. Mr. Butt asked the Board if they are considering an alternative to the copper roof. Selectman Fiala said the Building Committee will consider other options. Mr. George Malette said the Stone Memorial Building is the most ornate and architectural building in the Town of Weare. Mr. Malette discussed looking at options and alternatives and has looked at pricing out a new copper roof.

Article 14 – Shall the Town raise and appropriate \$390,000 for road reconstruction, \$238,572.45 would be received from Highway Block Grant Funds from the State of New Hampshire (Pursuant to RSA 235) with \$151,427.55 to be raised by taxation. *Anticipated tax impact \$0.17*

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Chairman Clow said the town raised \$150,000 last year to go with the Highway Funds. Chairman Clow said this is an article that is the same each year and they utilize state funds. Selectman Clark asked if with the funds they had last year, did they do all the work that was slated to be done. Mr. Knapp said the top coat of paving on Clough Park Road has not been done because of the expenditures on flood damages, although the Federal Government reimbursed them the state has not yet. Selectman Clark asked if when they get the money from the state they can put that money towards that project. Mr. Knapp said they cannot utilize that money for that project, unless requested to come out of the General Fund. Mr. Knapp said if they received this money in 2007 then they could have utilized it towards that project. Selectman Clark asked if Clough Park Road will be part of the \$390,000. Mr. Knapp said Quaker Street will be top coated, \$25,000 guard rail around town, gravel replacement, shim and overlay on some roads (Greenwood Rd) and Brown Ridge Road and Martin Road. Mr. Knapp said they will do some gravel crushing in their own pit as well.

Mr. Butt is concerned about what the plan is for the next 4-5 years and feels a 5-10 year plan should be developed and there should be a Capital Reserve Plan. Mr. Knapp said he did develop a plan but it was never really looked upon.

Article 15 – Shall the Town raise and appropriate \$6,000 to cover the costs of the Town's participation in one local Household Hazardous Waste Collection in 2008. This warrant article has been designated by the Board of Selectmen as a Special Warrant Article so that the funds, if approved, may not be transferred for any other purposes. *Anticipated tax impact = \$0.007*

Article 16 – Shall the Town raise and appropriate \$35,000 and to fund this appropriation by authorizing the transfer of this amount from the Undesignated Fund Balance as of December 31, 2007, to have a Town Buildings Needs Assessment conducted to evaluate the current condition of Town Facilities and to anticipate and plan for the future needs of the Town and how to meet those needs. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the needs assessment is completed or by December 31, 2010, whichever is sooner. (Majority vote required). *Anticipated tax impact \$0.00*

Mr. Butt questioned if this is the only article to utilize the Unreserved Fund Balance. Selectman Kurk said the balance is \$1,053,054.00 with the cash in hand amount being approximately \$300,000.

Mr. Campana finds it odd they have money to put into an article and said the Board had to borrow money twice in the spring. Mr. Campana said they have borrowed twice and now found \$35,000 and took \$15,000 out of the \$39,000 they were supposed to return to the taxpayers. Mr. Campana said the Board is making it very hard to know what comes from this table. Chairman Clow said there is no way they could have spent out of the General Fund balance to pay the auditors it had to come out of the Operating Budget. Chairman Clow said at the time in the Operating Budget they only found the \$39,000 for it to come from. Chairman Clow said there really isn't a connection from the General Fund because they could not have spent from that. Mr. Campana said it is very hard to comprehend from going to a borrowing situation to now have \$35,000 to put towards an article.

Selectman Kurk said they have \$30,000 left and at the time when they had to make the decision that's where the money came from. Chairman Clow said when they set the tax rate they took \$24,000 from the General Fund to use as tax relief and said they were trying to be cautious. Chairman Clow said they could have done the whole \$39,000 at once in hindsight. Chairman Clow said they will use the \$15,000 for next year in tax relief. Mr. Campana would like to see the interest at 12% on top of the \$15,000. Selectman Fiala said taking the money out of the General Fund will increase the odds of this article passing.

Mr. Butt said he thinks the Board is doing the responsible thing because this analysis is critical. Mr. Butt hopes the Board can squeeze the \$35,000 out of the Unreserved Fund Balance.

Article 17 – Shall the Town raise and appropriate \$80,085 to hire 2 new full-time Fire Fighter/EMT's to cover 8 hours per day during the week Monday-Friday. The \$80,085 includes wages, benefits, equipment, uniforms and training to cover the last 6 months of this fiscal year (2008). If approved, future funding for this position will be

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included in and become part of the Fire/Ambulance Department Operating Budget on a full fiscal year (12 months) basis.

Anticipated tax impact = \$0.09

Chief Richards said last year they requested per diem people and it did not pass. Chief Richards said the Goffstown Fire Chief would like to discuss with the Board the burden this is putting on their town because they have to respond to Weare's calls. Chief Richards said our call force goes to work Monday-Friday early in the morning, so they are not available which causes a delay in responding. Vice Chairman Osborne asked how many fire fighters and EMTs they have. Chief Richards said they have 43 total, 23 of those are EMS. Vice Chairman Osborne said why can't you get these people on call during the week. Chief Richards said these people have full-time jobs. Chief Richards said they cannot respond 75% of the time. Chief Richards said when he hears a call for an ambulance come in during the day he cringes that there will not be anyone to respond. Chief Richards said they would like to hire people who are fire fighter and EMT and right now he would have to hire someone from the outside. Vice Chairman Osborne asked if he is looking for EMTs. He said yes. He needs 2 to be able to transport, you cannot respond with 1 person.

Mr. Malette said it would be beneficial to have a letter from responding towns regarding amount of mutual aid that has been given to the Town of Weare.

Mr. Campana said with only 2 people hired what happens why those people need sick time or vacation time. Chief Richards said they would not accumulate any sick/vacation time during the first year; the next year they would be looking to have someone to cover these times.

Article 18 – Shall the Town raise and appropriate \$23,023 to provide funding to staff the Ambulance Department during Saturdays, Sundays and Holidays for 8 hours per day with two EMTs using present staff. The \$23,023 includes wages and benefits to cover the last 6 months of this fiscal year (2008). If approved, future funding for this position will be included in and become part of the Fire/Ambulance Department Operating Budgets on a full fiscal year basis.

Anticipated tax impact = \$0.03

Ms. Hague commented on Chief Richards stating that the 2 new full-time Fire Fighter/EMTs have to come out of the state list. Chief Richards said the state list, is if you earn over \$10,000 you have to come from the state list. Chief Richards said the Board of Fire Wards would like to have these 2 articles rejoined. Chief Richards said the Board of Fire Wards discussed having someone in the station on the weekends. Chief Richards said during the summer it is difficult to staff using on-call basis.

Vice Chairman Osborne said if people are on call and being paid to be on call they need to be available. Chief Richards said they don't have the money to pay them to be on call that is why they are requesting this article. Chief Richards said they would try and utilize their current staff.

Article 19 – Shall the Town raise and appropriate \$92,000 for the purpose of hiring 2 additional full-time Weare Police Officers. The above stated amount will cover a nine-month cost of salary, benefits, uniforms, equipment and training. If approved, future funding for this position will be included in and become a part of the Weare Police Department Operating Budget on a full fiscal year basis.

Anticipated tax impact = \$0.10

Mr. Butt said it was on the warrant last year for a single officer and the Board did not recommend and the year before 2 officers were requested.

Article 20 – Shall the Town raise and appropriate \$3,700 for the purpose of making repairs to walkways and improvements to the fire alarm system as cited in the 2006 safety inspection, and to repair masonry on the exterior of the Weare Public Library and to fund this appropriation by authorizing the transfer of this amount from the Undesignated Fund Balance as of December 31, 2007. This Warrant Article has been designated by the Board of Selectmen as a Special Warrant Article so that the funds, if approved, shall be non-lapsing and may not be transferred for any other purposes.

Anticipated tax impact = \$0.00

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Chairman Clow said this is coming from the Undesignated Fund Balance but the Library is returning that amount from their 2007 budget so therefore it comes in and then goes out. Ms. Hague said the Children's room was closed for 5 months due to the flood, so they had money they did not spend, there was an error in posting and they ended up with this amount of money \$700 would go towards the central station dialing. Ms. Hague has estimated costs for the walkway, which was cited for safety. They have the money to fund this article

Article 21 – Shall the Town raise and appropriate \$124,843.84 needed to implement a new personnel pay scale based upon a step merit system for full- and part- time Town employees positions, exclusive of on-call Fire Fighter, stipend personnel and those positions subject to a collective bargaining (labor union) agreement. If approved this amount will be allocated among the positions subject to this new pay system and become part of the Operating Budget.

Anticipated tax impact = \$0.14

Chairman Clow called upon Naomi Bolton, Chairman of the Benefit Review Committee. Ms. Bolton said she met with the Board back in October. Ms. Bolton said there is an annual wage and salary book available from LGC and as a Committee they decided to look at 4 towns with similarities to Weare (Barrington, Franklin, Hampstead and New Market). Ms. Bolton said the committee used the wage and salary book to compare positions. They took low and high salary ranges from the towns, step 1 is the low, they utilized a 12 step scale with step 1 as the average of the low and every step after that represents 3% increase. If you started in 2005, step 2 would be 2006, step 3 would be 2007. The Committee took the difference of what the employee is making and compared it to the sheet and based it on 39 weeks, \$109,075.66 for wages with associated costs (FICA, Medicare and Retirement) total \$124,843.84 includes part-time employees, salaried employees, does not include stipend, hourly employees, Library personnel.

Mr. Butt said this has nothing to do with merit raises. Chairman Clow said only in the sense that they have started using a new evaluation tool this year, same in many aspects, rating scale is different, and the recommendation is that the employee has to be doing their job competently in order to get the step increase. Chairman Clow said this is a raise that is built in and if your supervisor says you are doing your job then you get the raise. Mr. Butt said this is based on every employee getting an increase. Mr. Butt said last year there was approximately \$37,000 used for raises; this is roughly a 300% increase. Mr. Butt said in the past it has been around a 3% increase to reflect cost of living. Mr. Butt said this is giving everyone an increase, based on the towns they compared. Mr. Butt said what is the percentage of increase this reflects. Chairman Clow said it varies based on positions. Chairman Clow said this is not simply just a cost of living raise, they are trying to put employees on a competitive wage scale and in order to do that they are using the process described. This creates a pay schedule that applies differently to each position based on their time with town, responsibilities and position. Mr. Butt said this is a sizeable amount of money. Chairman Clow said they are talking about 45-50 people on this list. If you compare the number of people involved in the adoption of the Police Contract and the cost was \$45,000 affecting 12-14 people. Chairman Clow said this impacts 44 employees with the changing of pay scale. Chairman Clow said it certainly isn't out of line with what it took to put the Police Department in line with other towns. Mr. Butt said when considering the hourly rate in comparison to surrounding towns, he likes to look at a rate that includes all the benefits. It seems to him that other towns would have to provide the same benefits i.e., health insurance. Ms. Bolton said they looked at the benefit side of things, Barrington pays 90% across the board, pays long and short term disability, their vacation rate is higher than Weare's. Weare does not offer long or short term disability. Ms. Bolton said some towns offer Delta Dental and Weare offers no dental. Life Insurance 1 town does \$25,000, couple of towns pay \$15,000 couple pay \$10,000; Weare pays \$10,000. Ms. Bolton said the other towns pay long and short term disability and pay 100% health benefit. Chairman Clow said a health insurance benefit of 100% is a very good benefit. Mr. Butt said is there any consideration of employee's evaluations done for 2007, were those similar to the evaluation forms that would be implemented in this program? Mr. Butt asked if any employee got below a 3. Ms. Bolton said no according to the numbers she used. Chairman Clow said when this gets implemented they will have to go back to the evaluations to see who gets the increase. Chairman Clow said if someone was a 3rd year employee this year and did

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not receive a competent evaluation then they would lose that step increase. Chairman Clow said there is a discretionary piece, the Board still has some decisions to make, and they are using this figure as a ceiling amount. Mr. Butt said the way the article is worded is confusing, does not state that it is an employee pay increase and feels this is deceiving. Ms. Bolton said they went with a 12 step scale because they carried it out more steps so as not to take away salary from any long term employees. Ms. Bolton said there are employees that have been with the town for 12 years which is the end of the step scale. Selectman Kurk said they would receive the longevity bonus. Ms. Bolton said there are 12 employees at this step.

Mr. Knapp thanked the Benefit Review Committee. Mr. Knapp said he has done his own research and came up with similar results. Mr. Knapp said one reason their step got so far behind, in talking with other communities, their pay scales change across the board based on cost of living was determined to be, the entire scale changed by that amount. Mr. Knapp said the step is really a merit and the cost of living is additional beyond that. Once you get to the 12 step your increase would be whatever the cost of living was determined to be. Mr. Knapp said the information from the LGC wage and salary books provide information which reflects the prior year. Selectman Kurk said the 2007 book will reflect 2007. Mr. Knapp said the key is to keep the scale up every year.

Mr. Marsh said the state statutes require the Library Trustees to set the salary of the Library employees. Mr. Marsh said adjustments were made and the Trustees agree with the Library's portion as indicated on the spread sheet.

Mr. Butt wants follow up to see if the committee has discussed the future; this sets the structure for pay scale. Mr. Butt commented on there possibly being no employee being under a step 3. What will happen next year is the Board going to determine an amount of money based on merit increases and not consider a cost of living increase? Chairman Clow is speaking from the intent of the Benefit Review Committee, that each Department includes the wage increase according to their scale in their proposed budget. If the Board chooses to do a cost of living increase as well as the merit then the Benefit Review Committee discussed calculating that into the step and it moves up with the scale for the future. Chairman Clow said there needs to be a decision made by the Board. Chairman Clow said there is not a cost of living increase included in this process. Mr. Butt said this is the only way someone at the top of their step would get an increase. Mr. Butt said there needs to be consideration of the employees that are currently with the town. Mr. Butt said in taking a truck driver position into consideration, there has to be a level of pay for a truck driver's worth. Mr. Butt feels unless this is resolved, the system will fall apart. Mr. Butt said this is a separate article in the warrant and there is no money in the default budget to cover this and if this does not get approved there is no way to give employees raises.

Selectman Clark asked Ms. Bolton when doing the survey, did the Committee compare part-time to part-time. Ms. Bolton said her job classification is for part-time, in looking at the 4 communities, Barrington has a full-time position, and 2 towns have full-time planners. Barrington and Hampstead has no one, Franklin has a Planner and part-time staff, New Market has a Planner and a full-time staff. Ms. Bolton compared part-time with part-time and full-time to full-time. Ms. Bolton said some towns do not have truck drivers; they put them into the Operating Budget. Selectman Clark asked about how they are going to deal with elected positions. Selectman Clark said in general with the spreadsheet could they include them in the spreadsheet.

Chairman Clow said if the only changes that were made according to personnel were that they had a person recently hired to Highway and the other one was the Chief of Police. The Committee discussed if a department head was to hire someone, new to Weare, but experienced elsewhere they could hire up to step 3. Chairman Clow said that change was made today and is open to the Boards discussion. The Chief of Police would be placed on step 6 for 2008 not on step 4.

Mr. Campana discussed \$109,075 directly related to wages, if this article and the tasks that these people have done passes is it simple to say this is an increase that is easy to figure out for future years. Selectman Clark said they are considering this process so the raises will not be across the board. Mr. Campana commented on merit increases and asked if they not doing this anymore.

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Mr. Knapp said the scale is meant to be merit. The Board would have to choose to give a cost of living increase. Mr. Campana said this would be easy to figure out. Chairman Clow said if this is implemented this year, and there are no changes with the cost of living, those 14 people on step 12 would not get a raise and that step increase would affect the other employees. Chairman Clow said this does not take away from the Board the right to take away a cost of living increase. Anyone other than those on step 12 would increase by 3%. Chairman Clow said this year would be the year impacted the most to get employees on the right level.

Chairman Clow said the Board's recommendations do not need to be set tonight but all dollar amounts are frozen at the end of tonight's meeting.

Article 22 – Shall the Town raise and appropriate \$20,000 for cemetery improvements. This sum to be withdrawn from Cemetery Trust Funds Cy Pres Account. *Anticipated tax impact = \$0.00*

Selectman Fiala left the meeting at 8:45 p.m.

Article 23 – Shall the Town raise and appropriate \$6,000 for the purpose of purchasing fireworks for the 2008 Weare Patriotic Celebration. This Warrant Article has been designated by the Board of Selectmen as a Special Warrant Article so that the fund, if approved, may not be transferred for any other purposes.

Anticipated tax impact = \$0.07

Article 24 – Shall the Town raise and appropriate \$200,000 for the purpose of purchasing conservation easements on approximately 175 acres in the Melvin Valley Area. *Anticipated tax impact = \$0.22*

Mr. Malette said this includes 2 pieces of land in the Melvin Valley area that will connect to 2 other parcels of land. Mr. Malette said this land purchase would combine a large amount of conservation land.

Mr. Butt asked why this isn't being paid through the Conservation Fund. Chairman Clow said he believes this appropriation will also be coming from the Conservation Fund. Mr. Butt feels the article needs clarification.

Mr. Knapp said the article is for an easement not for a land purchase.

Ms. Bolton asked if this land will be identified by map and lot. Chairman Clow said this cannot be discussed in public session at this time.

Article 25 – Shall the Town raise and appropriate \$220,000 to be deposited in the Fire and Rescue Vehicle Replacement Capital Reserve Fund, said appropriation to be funded by the transfer of fund from the Fire and Rescue Vehicle Replacement Special Revenue Fund. *Anticipated tax impact = \$0.00*

Mr. Ventresco said this article was written by the Attorney and this could be done. Mr. Ventresco will get verification from DRA.

Mr. Butt commented that if DRA does not allow this to be put on the warrant then he hopes the Board will put this on the warrant. Chairman Clow said if they put this on the warrant as non lapsing then Chief Richards will have the funds available for 2009. Ms. Pelletier said Special Revenue does indicate it has to be a new piece of equipment.

Article 26 – Shall the Town raise and appropriate \$30,000 to be placed in the Community Access TV Equipment Capital Reserve Fund. This is the amount anticipated to be received from the Cable Franchise Agreement with Comcast as a capital payment for the purchase of PEG access equipment. The amount deposited into the Community Access TV Equipment Fund will not exceed the amount of money actually received from the Cable Franchise Agreement with Comcast. *Anticipated tax impact = \$0.00*

Chairman Clow said when they finalize the agreement with Comcast they will get the funds. Selectman Kurk said the funds have to go into the General Fund. This stipulates that this money can only be used for equipment.

Article 27 – Shall the Town raise and appropriate \$20,000 to be placed in the already existing Employee Retirement Capital Reserve Fund. *Anticipated tax impact = \$0.02*

Ms. Pelletier said this was a Capital Reserve Fund established 3-4 years ago to fund the chances that someone does retire and is entitled to those accruals that are due to them. Selectman Kurk said they do have some employees

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approaching retirement age. Ms. Pelletier said this \$20,000 is about what the 2 employees who could potentially retire would utilize just to cover their sick time they could leave with. There is currently no money in this fund. There could be bonus and vacation time that needs to be paid out as well. One employee has been with the town for 30 years.

Mr. Knapp would agree that they need to look at this article because there is a large liability hanging over the town. Mr. Knapp said this could be detrimental to a department's budget. Selectman Kurk said the problem is this fund has not been funded for many years.

Article 28 – Shall the Town raise and appropriate \$16,769 to change the part time Building Department Secretary's position to a full time position, beginning on April 4, 2008. This position would be included in the Building Department. Should a raise be approved for all town employees, this position will be increased by a similar percentage to keep the position on par with the rest of the employees. *Anticipated tax impact = \$.019*

By Petition

Chairman Clow closed the Public Hearing at 9:05 p.m.

The Board discussed the following Articles:

Article 10 – Selectman Kurk discussed that if this article does not pass parking is still a very large problem at Bolton Field. Selectman Kurk said the higher level could need possible blasting but is wondering if it makes sense to increase the Recreational Development and Improvement Fund so there could be some money available in there for parking. Mr. Knapp said if knew the size of the area he would be able to determine a price. Selectman Kurk discussed needing to have storm drainage. Mr. Knapp said it is going to take a considerable amount of money for the parking. Chairman Clow said the plan discusses \$400,000 to prepare the parking areas for paving.

Article 13 – Selectman Clark said she has a problem with a copper roof for \$70,000 for the Stone Memorial Building. Chairman Clow would like to leave this as is. It will be discussed at Deliberative Session.

Article 17 – Vice Chairman Osborne commented that she feels there should be more work on this proposal. She feels there is a gap in this article, concerned with what these employees will be doing during down time. Selectman Kurk said there is a concern with combining the articles. The Board discussed how this would affect Weare in mutual aid to other towns; Goffstown does not charge Weare for mutual aid.

Article 21 – Selectman Kurk feels the general concept of this is right, but feels the pool of only comparing 4 towns is too small. Selectman Kurk is not sure she agrees with a 3% increase every year. Selectman Kurk is concerned with step 12 and how it affects those employees employed by the town for a long period of time. Selectman Kurk has concerns on how this was orchestrated. Chairman Clow does not see how they could change the number tonight. Selectman Clark thought it was going to be a separate article for the Chief of Police. Selectman Clark said she thinks the scale is based too early. Chairman Clow said the money the employees got in April was from their evaluations in the previous fall. Mr. Knapp asked Selectman Kurk if she still has the information he did on his own, he included Public Works and the Town Offices. Selectman Clark feels they should leave the number, but is unsure of the 3% across the board. Selectman Kurk has a problem with the process not the number figure. The Board will continue to work on the process before the Deliberative Session.

Article 24 – The Board would like clarification from the Conservation Commission on Article.

Selectman Kurk asked Ms. Pelletier for her recommendation on what amount to place in the Employee Retirement Capital Reserve Fund. It was discussed the Board needs to determine a cap for accruing hours. Ms. Pelletier said the Employee Retirement Capital Reserve Fund is in the negative \$2,000 and owes this \$2,000 to the General Fund. Chairman Clow recommends this state \$30,000. The Board agrees.

Selectman Kurk moved, Vice Chairman Osborne seconded to change the dollar amount in Article 27 concerning Employee Retirement Capital Reserve Fund to \$30,000 with an anticipated tax impact of \$0.03. Passed 4-0-0.

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Articles 17 and 18 – The Board discussed leaving the money figures as is on these articles and if they need to be changed then it will be the responsibility of the Fire Department to do so at the Deliberative Session. Chairman Clow said the Fire Department and Board of Fire Wards would have to present a strong case at the Deliberative Session to combine the 2 articles.

It was discussed the entire warrant has to be posted on January 28th.

The Board will meet on Saturday, January 19th for the Manifest only and then again on Monday, January 21st.

The Board discussed the Projected Revenues:

Town Clerk motor vehicle permits - \$1,500,000

Selectman Clark feels they need to be very conservative of the revenues.

Building code permits – reduce by \$5,000

Sugar and Spice – Selectman Clark Sugar and Spice pays \$125 per month = \$1,500 for the year

SRO Reimbursement – it was discussed this should come up. Chairman Clow said they should leave it all alone and it should balance off.

Fire Revenues – Ms. Pelletier said this has to be recorded as an expenditure and is offset with revenue from the Special Revenue Fund.

Last year they estimated \$2.4 million in revenue. This year they are estimating \$2.6 million.

The Board discussed taking \$15,000 out of the estimated revenue and for Land Use to go to \$35,000.

Town Clerk – Motor Vehicles, change \$1,500,000 change to \$1,485,000

Take \$5,000 off to make it \$54,000 for the Building Department

SRO – leave alone

Bottom line revenue figure is \$2,598,413.00

Motion to adjourn at 10:20 p.m.

9. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary