

**APPROVED**

**Board of Selectmen  
18 October 2010  
Minutes**

**6:04 pm** - Chairman Betty Ann Abbott read “This meeting of the Selectmen of the Town of Gilmanton is now open, and the matters presented and discussed here shall be for the purpose of managing the prudential affairs of the town and to perform the duties by law prescribed.”

Present were Chairman Abbott, Selectmen Don Guarino and Rachel Hatch, Town Administrator Tim Warren and Clerk Lois Dionne.

After attendance, everyone stood for the “Pledge of Allegiance”.

**6:06 pm – Selectman Hatch moved to Enter into Non-Public Session as per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Guarino seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**6:37 pm – Selectman Hatch moved to come Out of Non-Public Session.** Selectman Guarino seconded. Motion passed 3-0.

**FYI’s & Other Business**

**GAT (Guaranteed Annual Tonnage)** – Recycling Manager Justin Leavitt informed the Board that the Co-Op recommended that Gilmanton set their GAT for 2011 at 1175 tons, but Justin felt that is too low. Last year’s GAT was 1450 tons, and after reviewing the tonnage sent this year, the Selectmen agreed with Justin that the figure was too low.

**MOTION – Selectman Hatch moved to set the GAT for the year 2011 at 1250 tons. Selectman Guarino seconded. Motion passed 3-0.**

**Budget** – The Selectmen were informed that the Recycling Budget request for 2011 would be down approximately \$35,000 from last year, unless there is a raise in the tipping fees.

**Town Vehicle Auction** – The old police vehicle that had been being used as a vehicle for town employees was sold for \$1,100 at the auction at White Farm.

**Budget Request** – Tim had a letter from GYO requesting an appropriation of \$2,000 to be included in the 2011 budget. This is the same amount that was appropriated in 2010.

**Mitchell Group** – Attorney Leigh Willey, an experienced New Hampshire attorney, will be joining the Mitchell Group law firm on October 21<sup>st</sup>.

**Dam Inspections** – Tim received copies of the inspection reports on the two state-owned dams in Gilmanton (Crystal Lake Dam and Shellcamp Pond Dam).

**Generator – Safety Building** – Tim reported that we are waiting for Dig Safe to mark the underground wires and gas line so we can put up a guardrail in front of the generator at the safety building to protect it when plowing.

**Loon Pond Road** – Repairs on Loon Pond Road have been completed, and the road has been paved.

**Health Insurance** – The cost of health insurance for 2011 went down .08%, dental insurance rose, life insurance and long-term insurance went down. A new benefit will cover the cost of hearing aids and there would be no co-pay for an annual physical.

**Security Camera** – The security camera for the back door at the Academy Building should be installed within the next two weeks.

**Pest Control – Old Town Hall** – Tim stated that the Old Town Hall is checked monthly for pest control and sprayed quarterly. He asked if the Selectmen wanted to continue the monthly pest control check after the police department is no longer in the building. There was a very brief discussion, and it was the consensus of the Board that we should continue with the same pest-control policy.

**Joint Loss Management Committee** – Tim had a copy of the Minutes for the Joint Loss Management Committee meeting held on Thursday, October 7<sup>th</sup>. He said one of the items of discussion was scheduling preventative maintenance for town vehicles, and the need for a town mechanic.

There was discussion about the need for a mechanic. Tim said the police and fire chiefs were in favor of it if we hired a certified mechanic; he hasn't spoken with the road agent, but the highway department representative at the meeting felt it was a good idea. Tim will speak with Paul Perkins.

Selectman Guarino was concerned with the idea; some of the trucks we own have to be maintained by the dealer or we lose our warranty. He was also concerned that one person

can't usually do cars and heavy-duty equipment; heavy-duty equipment is too specialized. Selectman Guarino felt it would be better to establish a maintenance program. The feasibility of hiring a mechanic, how many hours he would be required to work, the cost of a mechanic compared to what we have been spending on repairs will be researched and discussed at a later time.

**7:00pm – Public Input** – No one was present for public input.

**Safety Survey – Transfer Station** – Tim distributed copies of the safety survey done on the transfer station by Wynette DeGroot and Butch Burbank of the LGC. Two important issues noted were the need for a lockout tag on the compactor, so a person could safely work on equipment; only the person working on the equipment would be allowed to remove the lockout device. The other main item of concern was the need for a cabinet to store flammable liquids. Tim will check with the fire chief, police chief and the road agent to see if they are in need of cabinets to store flammable liquids.

**Besse Cemetery** – The Cemetery Trustees requested that the Selectmen submit a warrant article for Town Meeting to accept the Besse Cemetery as a town cemetery. After a brief discussion, Tim was asked to try to have Candace Daigle meet with the Selectmen to clarify a couple of questions they have.

**On-Line Mapping** - Tim Warren, Assessing Clerk Cindy Bedford and Assessor George Hildum have been talking with Tim Fountain from Cartographics about Cartographics putting our maps on line and linking them with our assessing data. This would replace our current assessing data on line through Avitar. Tim said the problem would be getting the sketches transferred, but they are working on it, and Avitar would have to let us have the link. If we were to go with Cartographics, it would cost the Town approximately \$700 a year less than we pay Avitar.

**Audit Bids** – Tim reported that our contract accountant had reviewed the audit bids we had received, and had recommended that we go with the Mercier Group, who is our current auditor and was the lowest bidder.

**MOTION – Selectman Hatch moved to award the audit contract to the Mercier Group for a three-year period, the total cost not to exceed \$8,400 per year for the next three years. Selectman Guarino seconded. Motion passed 3-0.**

**Crushed Glass** – Selectman Guarino said he felt the pile of crushed glass at the recycling center could be used when the new driveway is put in at the recycling center. He said the pile just has to be moved from where it is before winter. There was a brief discussion during which it was asked if the Road Agent couldn't or just didn't want to use the glass. Chairman Abbott asked if Don had checked with LGC, as he said he was going to, to see if there would be any liability in letting local contractors use the glass in their projects. Don has not checked with LGC, but said he would.

**Conservation Commission – Budget & Update** – Present were Conservation Commission Chair Tracy Tarr and Committee Member Nanci Mitchell.

**Budget** – Chairman Tarr presented the Conservation Commission Budget request, which was \$1 lower than last year’s request. There were not a lot of expenses because the forester had advised against a cut in the town forest this year. Tracy said they had lost their secretary, and they were having trouble getting their agendas and minutes posted. She would like to hire staff support to do their minutes and post their meetings in a timely manner. She felt it would require a minimum of six hours a month.

Tracy said they hadn’t requested it this year, but in 2012 they would like to appropriate approximately \$2,000 for a laptop computer for the committee; currently Nanci uses her personal computer.

During a brief discussion, it was suggested that, since there would be no costs for a cut in the Thompson Town forest, Tracy get information and figures for a lap top this year instead of waiting.

**Staff Support** – Discussions have been held between Tim Warren, Nanci Mitchell and Desiree Tumas about the possibility of having Desiree support the Conservation Commission by doing the minutes and postings. A decision has not been made yet.

**Conservation Easements** – The Conservation Commission is currently working on two conservation easements, one with the Bartletts and one with Paula Gilman. They are hoping to have them done by the end of the year.

**Committee Reports**

**Cupola Committee** – Selectman Hatch reported that John Dickey and Israel Willard had gone to see the work Mr. Fifield has done on the cupola; they were very impressed with what he has done.

Selectman Hatch said that the Selectmen and John Dickey would be meeting with two members of the LCHIP Committee at the Academy on Friday, October 22 at noon to discuss the LCHIP grant for the cupola. She said she has also invited Deb Chase, Allen Everett, Chief O’Brien and members of the cupola committee to attend the meeting.

**Planning Board**

**Boundary Line Adjustment** - Selectman Hatch said the planning Board had approved the Boundary Line Adjustment for Mr. Amaral.

**Compliance Hearing** - Selectman Hatch stated that there are several issues with the compliance hearing for Bernard Lynch; they are going to reconvene the hearing next

month on November 18<sup>th</sup>. She said after going to the site yesterday, with Mr. Lynch's permission, to check the conditions after the heavy rains over the weekend, she is going to recommend there be a certified berm review.

**Budget** - Selectman Hatch stated that the Planning Board budget had come in just under the two percent that the Selectmen has requested.

**Workshops** - Dec 2<sup>nd</sup> work session will deal with subdivision regulations and bio-solids. November 18<sup>th</sup> will be a session on bio-solids. Rachel cannot make that meeting, so asked that Selectman Guarino attend.

**HDC** - Rachel said she became aware of something that occurred at the last HDC meeting, and asked Annette to get her a copy of the March, 2010 meeting, which was the last meeting she had attended as the Selectmen's representative. She said there had been an ongoing issue of HDC violations, so the committee had decided to go through the proper channels when there is a suspected violation, which is to speak to the Chair, and the Chair would speak with the building inspector, who would follow up. Rachel said she hadn't been at the last meeting, but she is concerned about what she had heard about the posture of one of the members who doesn't want to go through the process that was voted on last March.

**DOT Driveway Approval** - Selectman Guarino said he had spoken with DOT District 3 representative Mark Morrill about the need for a state driveway permit after the Selectmen had a private road hearing, and approved the road for building. Don was told any driveway or roadway that has been built after 1970 that accesses a state road has to have permission from DOT. Also, any increased traffic from a subdivision that would impact the traffic flow onto a state highway needs to be reviewed by DOT.

**Approval of Minutes** – The Selectmen reviewed the minutes of their last meetings.

**MOTION** – Selectman Guarino moved to accept the minutes of October 4, 2010 as amended. Selectman Hatch seconded. Motion passed 3-0.

**MOTION** – Selectman Hatch moved to accept the minutes of October 7, 2010 as amended. Selectman Guarino seconded. Motion passed 3-0.

**MOTION** – Selectman Hatch moved to accept the minutes of October 12, 2010 as amended. Chairman Abbott seconded. Motion passed 3-0. Selectman Guarino did not vote as he was not present at the meeting.

**Rague Road** – Tim reported that Town Counsel had felt, even though it is not in Mr. Rague's best interest to build the road for Crystal Lake Farms before he has approval, the Town has no right to stop him at this point because he is providing an access to his property. If Mr. Rague comes in with a subdivision application, at that point borings will

have to be done on the road, and if anything has been done incorrectly, it would have to be corrected to bring the road up to town standard.

**Safety Building Update**

**Plantings** - All the plants and bushes that we received from Noyes Fiber have been planted. Mulch has been spread around the foundation plantings and the bushes that were planted around the flagpole.

**Leak** – There was a small leak around the exhaust pipe in the fire bay. It will be addressed tomorrow.

**Conduit** - The electric company will be coming tomorrow to extend the conduit to the radio tower base; it can then be backfilled and the tower erected.

**Year-Round Library Budget Request** – Chairman Abbott stated that the Year-Round Library Committee had met last week, and had been discussing their budget. Chairman Abbott asked if the Selectmen felt it would be more beneficial to include the request in the regular budget with outside agencies rather than as a separate petition warrant article.

After a brief discussion, it was decided to require a petition warrant article.

**9:05 pm – Selectman Hatch moved to Enter into Non-Public Session as per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Guarino seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**9:08 pm – Selectman Hatch moved to come Out of Non-Public Session.** Selectman Guarino seconded. Motion passed 3-0.

**9:09 pm – Selectman Hatch moved to Enter into Non-Public Session as per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Guarino seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**9:20 pm – Selectman Hatch moved to come Out of Non-Public Session.** Selectman Guarino seconded. Motion passed 3-0.

10-18-10 BOS

APPROVED

**9:21 pm – Selectman Hatch moved to Enter into Non-Public Session as per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Guarino seconded. Motion passed 3-0.  
The Selectmen discussed a personnel issue.

**9:37 pm – Selectman Hatch moved to come Out of Non-Public Session.** Selectman Guarino seconded. Motion passed 3-0.

**9:38 pm – MOTION – Selectman Guarino moved to adjourn the meeting. Selectman Hatch seconded. Motion passed 3-0.**

Respectfully submitted,

Lois Dionne  
Recording Clerk

