

APPROVED

**Board of Selectmen
4 April 2011
Minutes**

6:00 pm – The Selectmen, along with friends and relatives of Joe Hempel, III, met at the Public Safety Complex as Town Clerk Debra Cornett swore Joe in as Gilmanton's fire chief. Light refreshments were served after the swearing-in ceremony.

6:40 pm – The Selectmen met in the conference room at the Academy Building. Chairman Don Guarino 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 Guarino, Selectmen Rachel Hatch and Ralph Lavin, Town Administrator Tim Warren and Clerk Lois Dionne.

After attendance, everyone stood for the "Pledge of Allegiance"

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

MOTION – Selectman Lavin moved to accept the minutes of March 28, 2011 as amended. Selectman Hatch seconded. Motion passed 3-0.

MOTION – Selectman Lavin moved to accept the minutes of March 14, 2011 as presented. Motion passed 3-0.

FYIs & Other Business

Complaint Procedures & Town Policies – Selectman Hatch has been working on procedures for avenues to be taken when a resident wants to file a complaint against a town employee, or for an employee to file a complaint against another employee. She asked that the Selectmen review the drafts and be prepared to discuss them next week.

There will also be discussion of the Internet and computer policy, as well as updates to the personnel policy.

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

Dog Problems – Selectman Hatch reported that the resident who had complained about neighborhood dogs killing her chickens had emailed her, and told her that an officer had been assigned to the problem and was dealing with both parties.

Hatch Road – The road agent has been informed of the problem on Hatch Road, and has been doing work out there.

Sealed Minutes – Selectman Hatch was concerned as to whether some old sealed minutes should be reviewed to see if they should be unsealed. Chairman Guarino will talk with LGC to see if that should be done.

CDFA Loan – The bids for new windows and sealing the shell of the Academy Building are due on April 22nd, and will be opened at the Selectmen's meeting on April 25th. These bids are necessary to qualify for the low interest CDFA Loan.

RECAP Solutions – Selectman Hatch felt the RECAP Solutions analysis report of solid waste operations was a great report, and was something that would be useful to the recycling committee.

Job Descriptions – Tim will contact LGC to get samples of job descriptions for positions at the recycling center.

Hazard Mitigation Grant – Selectman Lavin asked what the Hazard Mitigation Grant was, and why we need it. It was explained that this grant paid for the radio tower and generator at the public safety complex. There is a second phase we have applied for that would pay for furniture, computers and portable radios. It will be going to the Governors Council for approval at their April Meeting.

Fire Department Report – Selectman Lavin had questions about reports of problems at the fire department, and wanted to know if there is a problem there. He was told LGC had done an analysis of the fire department, had made recommendations, and the department is moving forward. Ralph will be given a copy of the report.

School District – Selectman Lavin had questions about the tuition costs at Gilford High School, and the SAU office. He was informed that the Selectmen have no purview over the school department.

Salary Comparison – Selectman Lavin asked if there was a way to compare Gilmanton's employee salaries against salaries in other towns in the state. He was informed that each year we receive a wage and salary book comparing wages in towns of comparable size.

MetroCast will be offering a new Service Assurance Plan available beginning April 1, 2011. This would cover service calls that require repair to wiring located inside the

customer's home. The fee would be \$3.25 per month, in lieu of the standard hourly service charge of \$40.00 per hour.

MetroCast Contract – Thursday, Gilford Town Administrator Scott Dunn held a meeting with administrators from eight area towns whose cable contracts expire in 2013. They want to come up with an RFP for an attorney to represent all the towns collectively. Tim distributed a draft copy of an RFP for the Selectmen's review.

Telephone Pole Tax – Selectman Lavin stated that he had read that some telephone poles are getting taxed. Tim said the legislature is talking about it, but right now the poles are exempt from tax. There was a brief discussion of how, and who would tax the poles, and that cell-phone towers are taxed.

7:53 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 Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

8:03 pm – Selectman Hatch moved to come Out of Non-Public Session. Selectman Lavin seconded. Motion passed 3-0.

8:04 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 Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

8:07 pm – Selectman Hatch moved to come Out of Non-Public Session. Selectman Lavin seconded. Motion passed 3-0.

8:08 pm – MOTION – Selectman Hatch moved to adjourn the meeting. Selectman Lavin seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne
Recording Clerk

