

APPROVED

**Board of Selectmen
25 July 2011
Minutes**

6:02 pm – In Chairman Guarino's absence, Selectman Hatch opened the meeting. Present were Selectmen Rachel Hatch and Ralph Lavin, Town Administrator Tim Warren and Clerk Lois Dionne. Also in attendance were Stan Bean and Carolyn Dickey.

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

Gilmanton Year-Round Library Update (GYRL) – Carolyn Dickey distributed and briefly reviewed a copy of the library's July 2011 newsletter. This is a monthly publication emailed to subscribers. In the fifteen months since the start of the newsletter, subscriptions have increased from 300 to around 650. Costs to publish the newsletter are covered through donations from the board. The newsletter features current and upcoming events with pictures of previous events, along with recommendations for books and movies. A total of 1,110 library cards have been issued to date, and 1,006 people visited the library in June.

Stan Bean presented the Board with a detailed accounting of the library's operating expenses for the fiscal year ended June 30, 2011. Stan reviewed the expenses with the Board. He explained that some adjustments are needed to show charges in appropriate line items, however, it will not change the bottom line, which showed actual expenses came in approximately \$240 under the budgeted amount.

620 pm – Chairman Guarino arrived, and the meeting was turned over to him.

A discussion ensued as to whether there was the need for police presence at the circus at the GYO Park on Thursday that is being co-sponsored by the GYRL and the GYO. The Selectmen will speak with Chief O'Brien and follow his recommendation; they will inform the library of the decision.

Safety Committee Meeting – Tim reported that at the last safety committee meeting, they had discussed things that were supposed to be scheduled, but haven't been done. One is a chainsaw safety course for the police, fire and highway departments. A patch has been received to repair a hole on the salt shed on Allens Mill Road; this has not been fixed yet. There was also discussion back in April about the possibility of having an

employee picnic. Tim said that Robin Bonan has ideas about how to set it up. After discussing the idea, the Selectmen want more information before making a decision.

Veterans Exemption – We received a letter from Mr. Barton, veteran of the Korean War, in which he said he had presented his original Navy discharge document to the town office last year in order to receive a veteran's tax credit, but the document was "inexplicably" dismissed, and he wasn't even asked to fill out a form. Mr. Barton said he had had been in the office twice last month, and the second time filled out the application, but was told it had been filed too late to be applied to this year's taxes, but would be applied in 2012.

Mr. Barton asked that, since the exemption had been "mistakenly" denied the year before, that it be applied to this year's taxes.

Tim said Mr. Barton doesn't remember who not accepted his discharge papers when he came in before, and we have no record of his coming in. Mr. Barton came in the week of July 4th this year; the deadline for the application is April 1st. We have never accepted an application after the deadline, which is set by the State.

After discussion, the Selectmen agreed that without proof that Mr. Barton had come in before; there is nothing they could do for him until 2012 when he will be eligible for the exemption.

Public Input - Chairman Guarino read "Public input is reserved to allow residents, without prior notice, to bring forward new information on matters of interest to the Town. Existing cases or applications shall not be heard. Residents with existing cases or applications shall use the channels established for appeal or submission of new information in their cases. The Selectmen reserve the right to place time limits on public input. No vote will be taken on any matter brought in through public input unless a dire emergency requires such action."

Cable Service – Jonathan Howe stated that he had not attended the hearing for MetroCast Cable, but he is located in one of the areas of town that is not served, and asked if, when the new contract comes up, the Selectmen could make it a requirement of the contract to serve all areas of the Town. Mr. Howe said they could get the cable, but they would have to pay to have the cables run, which is an astronomical cost.

The Selectmen explained that Gilmanton joined a consortium with other area Towns whose contracts are expiring the same time as ours. They are hiring one attorney to represent all the towns. It was felt that when they are in discussion with other towns, they could see if any other towns had the problem of the cable not reaching all areas of their towns. There will have to be another public hearing before we enter a new contract.

Letter of Recommendation – Tim read an email (copy attached) from Rousseau Building Services, Inc. commending Building Inspector/Code Enforcement Officer for his professionalism and being knowledgeable and informative during his inspections.

CDFA Loan Contract - Tim presented the Board with the CDFA Loan Application for Chairman Guarino to sign. We are waiting for a letter from IRS confirming that we are a non-profit organization, and we have to get account numbers for our utilities companies. We also need signed contracts with contractors who will be doing the work on windows and shell of the building.

Selectman Hatch said a meeting had been held with Winn Mountain Restoration and with Laconia Home & Energy. We received a revised (lower) bid for the windows from Winn Mountain. Laconia Home and Energy is supposed to send a revised bid for the shell of the building. The gentleman for the windows said they would not be able to start the project before October, and would do three or four windows at a time.

There was a discussion of the proposals. Chairman Guarino asked how the Energy Committee felt about the revisions. Selectman Hatch said they had been invited, but hadn't shown up at the meeting that had been held on July 10th to discuss the proposed revisions. Don will try to get communication open with the energy committee.

E-Mail –Pay-As-You-Throw (PAYT) – Selectman Hatch asked Chairman Guarino about an email that she said members of the recycling committee had received from Sarah Nichols of RCAP Solutions regarding Don calling her about the PAYT recycling program. Sarah said that Don was a proponent of PAYT and would like to see a vote on it at next Town Meeting, and wait and try mandatory recycling if that didn't pass. She said she had been working on a more detailed cost-benefit analysis, including a detailed PAYT analysis. Rachel said the Board hadn't talked about PAYT. Don said he isn't pushing PAYT, and had called and spoken with Sarah and asked if the recommendations from RCAP's analysis of the facility had been listed in order of recommendation. The recommendations had been:

1. Increase Education
2. Pay-as-you-throw
3. Organics Recycling
4. Not to go to single-stream
5. If PAYT is not an option, make recycling mandatory

Don felt the email is misleading; he hadn't asked her to do anything. He just was curious as to how the recycling committee had recommended mandatory recycling, when RCAP's recommendation had been PAYT,

There was considerable discussion of the email.

Credit Card Payments – Tim stated that since Deb Cornett can now accept credit cards in the Town Clerk's Office, she could allow residents to pay for items, for which there

are charges at the recycling center, on line. Tim said a person could go on line, select their item, print out a receipt, take it to the facility, show their receipt and drop off their items with no exchange of cash. Tim said the recycling manager is in favor of implementing this service.

Deb said it would be listed on the recycling page, but would be linked so it would get processed through her. Deb would also be able to process dump stickers on line. There was considerable discussion of the forms, implementing a fee for a sticker, and having separate stickers for people who own land only, and are supposed to dispose of brush only, having a two-year expiration date for the stickers, when to implement the changes, and the need to inform residents of the proposed changes.

MOTION – Selectman Hatch moved that Gilmanton start charging a \$3.00 fee for each dump sticker issued effective September 1, 2011. Selectman Lavin seconded. Motion passed 3-0.

There was also a brief discussion of how, or what effect this might have on private trash haulers at the facility. would have

Sustainable Communities Regional Planning Grant Application for NH - The Lakes Region Planning Commission requested that the Selectmen sign a letter supporting the New Hampshire application to the Sustainable Communities Regional Planning Grant Program proposed by the consortium of the Regional Planning Commissions.

After a brief discussion, Chairman Guarino and Selectman Hatch signed the letter; Selectman Lavin did not sign the letter.

Safety Building Parking Lot - Chairman Guarino was asked if anything had been done in regards to the parking lot at the safety building. He replied that he had spoken with John Ricci, but a meeting date had not been set. He will call again to get a meeting scheduled.

Safety Building – Condensation on Pipes – Tim informed the board that condensation had been forming on the pipes over the ceiling in the conference room at the safety building, and had been dripping onto the ceiling, staining the tiles. He said he had received an estimate of \$2,600 to insulate the pipes. There was a brief discussion of the situation, and Tim was asked to get another estimate.

State Caused Budget Shortfall – Selectman Hatch asked if Tim had thought about how to address the budget shortfall of \$20,000 that we will have due to the State's change in our portion of the retirement rates for the fire and police departments. He said he would talk with the two department heads to see if they could find the difference in their budgets. Both departments have been operating short one employee, so there might be money available there.

8:40 pm – Selectman Hatch moved to enter into Non-Public Session per RSA 91-A:3, II(c) - Matters which, if discussed in public, would likely affect adversely the reputation of any person unless such person requests an open meeting; however, this cannot be used to protect a person who is a member of your Board, Committee or Subcommittee. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a code enforcement issue.

8:47 pm – Selectman Hatch moved to come out of Non-Public Session. Selectman Lavin seconded. Motion passed 3-0.

8:48 pm – Selectman Hatch moved to enter into Non-Public Session per RSA 91-A:3, II(c) - Matters which, if discussed in public, would likely affect adversely the reputation of any person unless such person requests an open meeting; however, this cannot be used to protect a person who is a member of your Board, Committee or Subcommittee. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed an incident at the Recycling Center.

8:50 pm – Selectman Hatch moved to come out of Non-Public Session. Selectman Lavin seconded. Motion passed 3-0.

8:51 pm – Selectman Hatch moved to enter into Non-Public Session per RSA 91-A:3, II(c) - Matters which, if discussed in public, would likely affect adversely the reputation of any person unless such person requests an open meeting; however, this cannot be used to protect a person who is a member of your Board, Committee or Subcommittee. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a code enforcement issue.

9:02 pm – Selectman Hatch moved to come out of Non-Public Session – Selectman Lavin seconded. Motion passed 3-0.

MOTION – Selectman Hatch moved to seal the minutes of the three above non-public sessions. Selectman Lavin seconded. Motion passed 3-0.

ZBA Appointment – ZBA Alternate Wayne Gray was scheduled to meet with the Selectmen at 6:30 tonight regarding his request to be moved from an alternate to a permanent member of the ZBA. Mr. Gray did not show up for his meeting or call to say he wouldn't be attending. After discussion, the Selectmen decided to leave Mr. Gray as an alternate.

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

07-25-11 BOS

APPROVED

MOTION – Selectman Lavin moved to approve the minutes of July 11, 2011 as amended. Selectman Hatch seconded. Motion passed 3-0.

Old Town Hall – Tim informed the Board that tomorrow morning he would be meeting with a representative from the alarm company, the phone company, Wayne Ogni and John Dickey at the Old Town Hall. They will be addressing renovations to the space vacated by the police department, and will check to see if the bathroom upstairs could be converted to a unisex bathroom. LGC said there is nothing that says there has to be a bathroom in the building, so the removal of the one from the museum area is fine, but if you have handicap access to the building, and there is a restroom in the building, you have to have a handicap accessible restroom, which currently we do not.

9:20 pm – MOTION – Selectman Hatch moved to adjourn the meeting. Selectman Lavin seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne
Recording Clerk

Tim Warren

From: RBS INC [tom@rousseaubuilding.com]

Sent: Saturday, July 23, 2011 10:08 AM

To: selectman@gilmantonnh.org

Subject: Bob Flanders

Gentlemen

I am writing regarding your Building Inspector, Bob Flanders and the recent renovation Rousseau Building Services Inc completed @ 1104 Province road.

My company renovated this property recently and had numerous inspections by Mr. Flanders on framing, plumbing, electrical, and foundation items.

I found Bob to be extremely knowledgeable and informative during his inspections, offering suggestions and opinions on some of the new code issues.

In 30 plus years of business, I very seldom find Code enforcement officers with the combination of skills he has. I feel he acts as a safety officer more than a critic, offering his own experience and knowledge to help a contractor such as myself comply with so many code issues.

His professionalism caused me to write this letter.....and should be duly noted.....

John (Tom) Rousseau Sr

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