

APPROVED

**Board of Selectmen
19 September 2011
Minutes**

5:59 pm – Chairman Don Guarino called the meeting to order. Present were Chairman Guarino, Selectmen Rachel Hatch and Ralph Lavin, Town Administrator Tim Warren and Clerk Lois Dionne. Also in attendance were Roger and Elena Ball and an unidentified resident.

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

Agenda – Tim informed the Board that Mr. Munsey, who was scheduled to meet with them at 6:00, had called to say he would be unable to attend tonight. Chief O’Brien, who was scheduled for 6:15, called to say he wasn’t sure what time he would be in because he had to go on a call, and the swearing-in-ceremony for firefighter Dennis Commeau had to be postponed.

FYIs & Other Business

Grant Writer – Selectman Hatch and Tim Warren are to meet Wednesday at 4:00 pm with the individual who applied for the grant writer position.

Corners Fire Station - Rachel asked about the status of the Corners Fire Station. Tim said it had been determined that it belonged to the Fireman’s Association, and we had sent them a letter informing them, and suggested they seek legal counsel before deciding its future.

Planning Board Meeting – Selectman Hatch stated that at the last planning board meeting she had been asked, since we have had no success in getting more members by advertising in the papers, if the board would be willing to ask the school district to have a flier for students to take home to see if any of the parents would be interested in serving on the planning board. She said if the Selectmen were agreeable, it would have to be approved by both the superintendent and the principal. After a brief discussion, the selectmen said they would be agreeable if the school approves the request.

The State Auction will be held at the White Farm in Concord on October 15th. Anything to be auctioned would have to be there by October 7th. It was determined that the Town has nothing to send this year.

Suncook River Protection Application – We received a letter from the Lakes Region Planning Commission stating that they would like the Town to have two representatives on the nominating committee to nominate the Suncook River for inclusion into the New Hampshire Rivers Management and Protection Program (RMPP). If accepted, a committee would be established to oversee the program. Tim said committee members Tracy Tarr and Erin Hollinsworth had expressed interest in being on the committee. It was the consensus of the Selectmen to have Tracy and Erin represent the town.

Chief O'Brien joined the meeting.

Detail Pay – Detail rate charges had been discussed at a couple of meetings. Chief O'Brien and Tim wanted to meet with Jen Correa today to discuss her recommendations for detail pay charges. Jen was unable to meet today, but had talked with Tim on the phone. Tim also had a list from the NH Government Finance Officers Association of what other towns charge as of July 2011.

After considerable discussion, it was agreed that Gilmanton's rate would be \$50 per hour for just an officer, \$40 would be paid to the officer, and the Town would receive \$10 to cover expenses. Use of a cruiser would be an additional \$10 per hour.

There was also discussion as to whether an officer should receive detail rate pay when covering a Town function, or be paid overtime at 1 ½ times his regular rate. No decision was reached on this issue tonight.

Fire Works – Chief O'Brien felt the fireworks at Crystal Lake Park for the Labor Day celebration were held too late, and asked if there was any way for the display to be held at 9:00 rather than 10:00. He felt the lateness led to more drinking, and parents taking their children home because they were too tired to stay for the fireworks.

Alcohol Use at Park – Because of an issue at the park this summer with adult softball teams, Chief O'Brien was concerned with the use of alcoholic beverages at the park. He felt they shouldn't be allowed unless there is a police officer present. Chief O'Brien said they softball teams are no longer allowed to use the park.

Shrubbery & Trees – Old Town Hall – Tim said he had received an estimate of \$800 to have the shrubbery trimmed around the building at the Old Town Hall and \$1,100 to have the trees removed, stumps ground, loam and seed the area. He said there is money in the budget to get trimming done, but they would have to wait until next year for the tree removal.

After a brief discussion, Tim was told to have the shrubs trimmed.

700 pm – 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.

Notices through school – Elena Ball informed the Board that there is an RSA that says if you put information that has to do with “town and school stuff” in the kids’ backpacks to take home, they are called “mules”, and you are not supposed to do that. There was a brief discussion about ways to get residents interested in serving on the various boards.

Parade Participation Pay – Roger Ball asked if he had heard correctly that while detail pay and whether the rate charged for town functions should be the detail rate was being discussed, it had been mentioned that the firefighters get paid for being in the 4th of July parade. He was told that is the case. He didn’t think that seemed right. A brief discussion followed.

More FYIs & Other Business

Parking Lot-Safety Building – Chairman Guarino said he had checked the elevation at the Safety Building parking lot today; the building and the ditch are at the correct elevation. He said he had discussed with Tim that the perimeter drain should be checked to see if it was compromised. Don will call Mr. Ricci. Tim was asked to get a list of items of concern with the building that needs to be addressed.

Plowing Bids – Tim informed the Selectmen that it is time to put out an RFP for plowing at the safety building. There was a brief discussion on what should be included in the RFP, and whether it should include sanding. It was decided that the Selectmen would speak with Brian Forst, who is due to come in later, to ask for advice for specs for the RFP.

Drainage – Academy Building – Tim asked Chairman Guarino when he planned to fix the drainage problem on the side of the Academy Building. Don replied that it would be done by the end of September.

Estimated Revenues – Tim reported that he had been working on the estimated revenues for 2011 in preparation for the tax-rate setting. He feels the revenue will be over what had been estimated.

Budget Shortfall – Selectman Hatch asked what we are doing to cover the \$20,000 budget shortfall caused by the State mandated increase in retirement contributions. Tim replied that because both the fire and police departments have been working short one employee for a number of months that they would be able to find it in their budgets.

Liability Insurance-Non-Profit Organizations – We have begun requiring non-profit organizations using the Academy Building for functions to buy liability insurance. They can purchase the insurance through LGC for a reasonable rate. He said there are a couple groups who have been using the Old Town Hall for years, and they have never been required to have it. A Bible study group has requested weekly use of the Old Town Hall, and Tim asked if they should be required to have the insurance.

There was a brief discussion, and the end result was that the Bible group should ask their church if they have insurance that would cover them under a rider on their insurance policy.

Capital and Non-Capital Reserve Account Update – Brian Forst, member of the budget committee, was in to review the capital and non-capital reserve accounts in relationship to the Capital Improvement Plan.

Tim had printouts of balances, and what has been added or deleted so far this year.

Brian said the budget committee is looking to know if there are any big changes the Selectmen foresee or any new accounts they might be requesting to be added.

Each account was reviewed. A couple of accounts will be closed and changes made to others; most of the changes are minor. Bridges and reval were the accounts that were the main concern.

Trailers for Transfer Station- Brian said he had been able to get three used trailers in good condition for the \$9,000 voted at Town Meeting to replace the old ones used for storage at the recycling center.

Snow Plowing Bids – The Selectmen asked Brian's advice on specs for the snowplowing RFP. After a brief discussion, it was determined that Brian would email Rachel information he felt would be helpful to come up with specs for the RFP.

8:35 pm – Recess

8:40 pm – Back in Session

Approval of Minutes – The Selectmen reviewed the minutes of September 12, 2011.

MOTION – Selectman Lavin moved to approve the minutes of September 12, 2011 as written. Selectman Hatch seconded. Motion passed 3-0.

HDC Meeting – Selectman Hatch reported that a resident, who had attended the last HDC meeting, had gone to see her because they were very concerned about the way HDC

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Board member George Roberts had treated an applicant and the HDC clerk; it was felt he had been very rude. There was a brief discussion of the matter.

9:01 pm – MOTION – Selectman Hatch moved to adjourn the meeting. Selectman Lavin seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne
Recording Clerk