

Board of Selectmen Town of Gilmanton, New Hampshire

6 Meeting
7 April 1, 2013
8 6p.m. – Gilmanton Academy
9

10 Present: Chairman Ralph Lavin, Selectmen Brett Currier and Donald Guarino; Town
11 Accountant Jen Correia and Recorder Candace Daigle.
12

13 **6:00pm** – Selectman Lavin opened the meeting, took attendance of those present and voting and
14 led the Pledge of Allegiance.
15

16 **6:02pm - Ron Nason – Solid Waste Transfer Station:**

17 Selectmen met with Ron Nason, interim transfer station manager. Mr. Nason reported that
18 everything is working well. He is receiving positive feedback from residents. The issues
19 discussed included:

- 20 • Containment of wind-blown debris, possibly through the use of catchment at the tree-line,
21 more aggressive daily pickup and an open sided roof over the compactor.
- 22 • An open-sided roof over the compactor would also protect from rain/snowmelt and reduce
23 haul weight.
- 24 • Possibility of a solar panel.
- 25 • Cover or enclosure for electronics to keep rain/snowmelt from adding weight to the haul.
- 26 • Make glass crusher more user-friendly; possibilities include moving it inside or using a small
27 dumpster to collect glass near the recycling windows and then have staff dump it into the
28 glass pit when full.
- 29 • Whether some change or reallocation of open hours would be more user-friendly.
- 30 • How to maximize haul waste weight and eliminate hauling light loads to reduce overall
31 hauling costs.
- 32 • Poor condition of C&D containers.
- 33 • Condition of bobcat and purchase of tires which is budgeted for current year.
34

35 **6:25pm – Locks for Academy:**

36 J. Correia has obtained a quote to replace the front and office door locks at the Academy and add
37 a keyed entry pad on the rear door to allow it to be programmed with a 24-hour code to eliminate
38 handing out keys. Discussion on whether it was better to have people coming in the front or rear
39 entrances. Purpose is to curtail issues resulting from too many people having keys, door being
40 left unlocked, etc. Board directed that additional quotes be obtained based on the same
41 specifications.
42

43 **6:30pm – Provan & Lorber:**

44 Mr. Lorber was present to discuss their proposal to continue the landfill testing and analysis
45 required by NH DES; which they have been contracting with the town for since 2003. The
46 town's current 5-year permit runs to 2016 and requires twice annual sampling and VOC

1 sampling once during the 5-year period (due in 2013). The VOC sampling increases the contract
2 cost substantially once every five years. He offered to contact NH DES to see if the successful
3 testing results to date would allow any reduction in the testing schedule/cost for the Town and
4 also contact the State lab to see if the testing could be done at a lower cost.
5

6 **6:44pm - Use of Town Buildings:**

7 J. Correia noted receipt of rental applications for the Old Town Hall from the Ladies' Club and
8 the Historical Society. Board members continued the discussion on the need for a more effective
9 use policy to capture some of the costs of allowing groups to use the Town Buildings and to
10 avoid some of the issues that have arisen. The discussion included:

- 11 • Reducing the user fee and having a flat fee without a "cleaning" fee attached.
- 12 • How to apply fees fairly and consistently while recognizing the need for community space
13 and all of the important private organizations that assist the community in many ways.
- 14 • Calculating the annual building costs and deriving a reasonable fee schedule from same.
- 15 • Having someone oversee the buildings to assure compliance with policy criteria.
- 16 • Having an initial lock change to better control access.
- 17

18 **7:00pm - Public Input – Roy Buttrick:**

19 Mr. Buttrick encouraged the Board to consider a community center for the community.
20

21 **7:02pm – Public Input - Tom Scribner:**

22 Mr. Scribner noted the State of NH has recommended an island be installed at the intersection of
23 State Route 140 and Elm Street. He suggested that the town install something temporary at that
24 location to see if it works before anything long-term is established.
25

26 Mr. Scribner asked if the drinking water at the transfer station was tested. He was informed that
27 there is no potable water at the site. Bottled drinking water for staff is provided.
28

29 Mr. Scribner reported that he postponed dismantling of the piano at the Academy when he heard
30 that someone might want to take it; but will follow through with the project if that does not
31 occur.
32

33 Mr. Scribner stated some work was necessary on the door hinges at the upstairs hall in the
34 Academy. The doors have to be removed for voting because they do not swing back flush against
35 the walls and out of the way during those high-traffic days. Fixing them would alleviate the need
36 to pay someone to take them off the hinges and then replace them for every election. They are
37 necessary between elections for heat retention purposes. Additionally a piece of molding needs
38 to be reattached and he suggested now was the time to evaluate what would be needed to fix the
39 door problem before reattaching the molding. He requested permission for him and Bill Booth to
40 evaluate the problem. It would cost up to two hours of Mr. Booth's time for the evaluation. If
41 there are additional costs to complete the repair, Mr. Scribner would return to the Board for
42 approval before proceeding. The Board will further consider this request.
43

44 **7:11pm – Public Input - Roy Buttrick:**

45 Mr. Buttrick suggested finding a way to cut the land-fill testing costs and inquired about the
46 land-fill plan.
47

48 **7:12pm – Street Flags:**

1 Selectman Guarino reported on his discussion with Fred Buchholz regarding replacement of the
2 American street flags/standards that the Boy Scouts had previously provided for the community.
3 The flags were deteriorated and removed. The Scouts will no longer be providing the flags. He
4 reported the cost would be approximately \$2,000 for 128 flags. There are insufficient funds in
5 this year's patriotic purpose budget to assist. Mr. Buchholz has offered to follow up on
6 fundraising if the Town wished it as people will be disappointed. Selectman Guarino will also
7 check to see how long the flags can be expected to last.

8
9 **7:14pm – Granite Posts Meadow Pond Road:**

10 The members reviewed correspondence from Mr. Wilson about damage to one or more granite
11 posts at the intersection of Meadow Pond/Loon Pond Roads. Road Agent Perkins is checking on
12 damage. There are quite a few accidents at that intersection so it's necessary to determine the
13 cause of the damage.

14
15 **7:15pm – Transfer Station:**

16 Selectman Guarino reported on a meeting at the Transfer Station with three facility managers
17 from other communities, Sarah Lakeland from RECAP and representatives from NRRRA. The
18 purpose of the meeting was to benefit from the experience of others to help identify options to
19 improve our site. A report will be produced and provided to the Town.

20
21 **7:20pm - Spring Road Ban:**

22 Chairman Lavin reported that he has spoken to both Chief Collins and Road Agent Perkins
23 regarding the Selectmen's concerns. They are collaborating on the issue.

24
25 **7:24pm – Cable Franchise Meeting:**

26 J. Correia reported her attendance at the recent Cable Franchise Contract meeting. Scott Dunn,
27 Gilford Town Administrator has offered to meet with the Selectmen to provide information and
28 answer questions. The Board appreciated that offer and J. Correia will coordinate a suitable
29 meeting time.

30
31 **7:27pm – Overtime Budgets:**

32 The Selectmen reviewed overtime budgets to date. No action taken.

33
34 The Board took a short recess.

35
36 **7:40pm – Selectmen's committee appointments:**

37 The Selectmen signed appointment sheets for their own appointments to committees as voted at a
38 previous meeting.

39
40 **7:43pm – Belknap Range Conservation Coalition:**

41 At the suggestion of Nanci Mitchell, Selectman Guarino asked to attend the meetings of the
42 Belknap Mountain Range Coalition as a liaison from the Board of Selectmen and that he will
43 report back to the Board on any relevant matter. Chairman Lavin and Selectman Currier
44 concurred.

45
46 **7:45pm – Town Hall rental applications:** The members reviewed and signed Town Hall rental
47 applications by the Ladies' Club and Historical Society. They were granted under the existing
48 rental policy.

7:47pm - Meeting Minutes:

MOTION: On a motion by Selectman Currier, seconded by Selectman Guarino, the minutes of the March 26, 2013, meeting were approved as amended. (3-0)

8:14pm - Non-Public Session - RSA 91-A:3,II(c)

MOTION: On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted unanimously to enter Non-Public Session per RSA 91-A:3,II(c). (3-0 Voice Vote - Chairman Lavin-yes, Selectman Currier-yes, Selectman Guarino-yes)

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Lavin, Selectmen Currier and Guarino, Town Accountant Jen Correia and Recorder Daigle.

The Board reviewed applications for appointed Board positions.

MOTION: On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted unanimously to come out of Non-Public Session at 8:42pm. (3-0 Voice Vote - Chairman Lavin-yes, Selectman Guarino-yes, Selectman Currier-yes)

The meeting room was opened to the public. The Board noted the non-public session minutes were not sealed.

8:43pm - Non-Public Session - RSA 91-A:3,II(c)

MOTION: On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted unanimously to enter Non-Public Session per RSA 91-A:3,II(c). (3-0 Voice Vote - Chairman Lavin-yes, Selectman Currier-yes, Selectman Guarino-yes)

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Lavin, Selectmen Currier and Guarino, Town Clerk/Tax Collector Debra Cornett, Town Accountant Jen Correia and Recorder Daigle.

The Board discussed tax deeded properties - process, law and policies.

MOTION: On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted unanimously to come out of Non-Public Session at 9:17pm. (3-0 Voice Vote - Chairman Lavin-yes, Selectman Guarino-yes, Selectman Currier-yes)

The meeting room was opened to the public. The Board noted the non-public session minutes were not sealed.

9:18pm - Non-Public Session - RSA 91-A:3,II(c)

MOTION: On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted unanimously to enter Non-Public Session per RSA 91-A:3,II(c). (3-0 Voice Vote - Chairman Lavin-yes, Selectman Currier-yes, Selectman Guarino-yes)

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Lavin, Selectmen Currier and Guarino, Town Accountant Jen Correia and Recorder Daigle.

1 The Board continued their review of applications for appointed Board positions.

2 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted
3 unanimously to come out of Non-Public Session at 9:28 pm. (3-0 Voice Vote –
4 Chairman Lavin–yes, Selectman Guarino–yes, Selectman Currier–yes)
5

6 The meeting room was opened to the public. The Board noted the non-public session minutes
7 were not sealed.
8

9 **9:28pm – Non-Public Session – RSA 91-A:3,II(b)**

10 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
11 unanimously to enter Non-Public Session per RSA 91-A:3,II(b). (3-0 Voice Vote
12 – Chairman Lavin–yes, Selectman Currier–yes, Selectman Guarino–yes)
13

14 The meeting room was closed to the public. Present during the Non-Public Session were
15 Chairman Lavin, Selectmen Currier and Guarino, Town Accountant Jen Correia and Recorder
16 Daigle.
17

18 The Board reviewed applications for the position of Administrative Assistant.

19 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted
20 unanimously to come out of Non-Public Session at 9:32 pm. (3-0 Voice Vote –
21 Chairman Lavin–yes, Selectman Guarino–yes, Selectman Currier–yes)
22

23 The meeting room was opened to the public. The Board noted the non-public session minutes
24 were not sealed.
25

26 **9: 32pm – Non-Public Session – RSA 91-A:3,II(e)**

27 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
28 unanimously to enter Non-Public Session per RSA 91-A:3,II(e). (3-0 Voice Vote
29 – Chairman Lavin–yes, Selectman Currier–yes, Selectman Guarino–yes)
30

31 The meeting room was closed to the public. Present during the Non-Public Session were
32 Chairman Lavin, Selectmen Currier and Guarino, Town Accountant Jen Correia and Recorder
33 Daigle.
34

35 The Board reviewed correspondence regarding a former employee.

36 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted
37 unanimously to come out of Non-Public Session at 9:35 pm. (3-0 Voice Vote –
38 Chairman Lavin–yes, Selectman Guarino–yes, Selectman Currier–yes)
39

40 The meeting room was opened to the public. The Board noted the non-public session minutes
41 were not sealed.
42

43 **9: 36pm – Non-Public Session – RSA 91-A:3,II(e)**

44 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
45 unanimously to enter Non-Public Session per RSA 91-A:3,II(e). (3-0 Voice Vote
46 – Chairman Lavin–yes, Selectman Currier–yes, Selectman Guarino–yes)
47

1 The meeting room was closed to the public. Present during the Non-Public Session were
2 Chairman Lavin, Selectmen Currier and Guarino, Town Accountant Jen Correia and Recorder
3 Daigle.

4
5 The Board reviewed correspondence regarding a former employee.

6 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted
7 unanimously to come out of Non-Public Session at 9:43 pm. (3-0 Voice Vote –
8 Chairman Lavin–yes, Selectman Guarino–yes, Selectman Currier–yes)

9
10 The meeting room was opened to the public. The Board noted the non-public session minutes
11 were not sealed.

12
13 **9: 44pm – Non-Public Session – RSA 91-A:3,II(b)**

14 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
15 unanimously to enter Non-Public Session per RSA 91-A:3,II(b). (3-0 Voice Vote
16 – Chairman Lavin–yes, Selectman Currier–yes, Selectman Guarino–yes)

17
18 The meeting room was closed to the public. Present during the Non-Public Session were
19 Chairman Lavin, Selectmen Currier and Guarino, Town Accountant Jen Correia and Recorder
20 Daigle.

21
22 The Board reviewed applications for the Building Maintenance position.

23 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted
24 unanimously to come out of Non-Public Session at 9:50 pm. (3-0 Voice Vote –
25 Chairman Lavin–yes, Selectman Guarino–yes, Selectman Currier–yes)

26
27 The meeting room was opened to the public. The Board noted the non-public session minutes
28 were not sealed.


29
30 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted
31 unanimously to offer the position of Building Maintenance as advertised to Glen
32 Lines. (3-0)

33
34 **Adjournment:**

35 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino it was voted
36 unanimously to adjourn at 9:52pm. (3-0)

37
38 Respectfully Submitted,

4/14/2013

39
X 

Candace L Daigle, Recorder