

APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

4

5 Meeting
6 July 15, 2013
7 6:00pm. – Gilmanton Academy
8

9 Present: Chairman Ralph Lavin, Selectmen Brett Currier and Donald Guarino, Town
10 Administrator Arthur Capello. Also present Kevin Farquharson, Bill Mahoney, Wayne Ogni,
11 Barbara Swanson, Sarah Lakeman, Pete Pinckney, Jennifer Isham, Valerie Gilbert, William C.,
12 Lori Baldwin, Tracy Tarr, Tom Howe.
13

14 6:00pm Selectmen Lavin opened the meeting, took attendance of those present and voting and
15 led the Pledge of Allegiance.
16

17 **Planning Board:** Appointment of two Planning Board Members. Arthur Capello stated that
18 there was a question regarding the appointment of the members asked at the last Selectmen's
19 meeting, whether the Select Board, who is the appointing authority for the Planning Board can
20 appoint the person to the Planning Board and the Planning Board can decide whether they want
21 to appoint them as an alternate or a full member. The answer to that question is no, a decision
22 has to be made at the time of appointment by the Selectmen whether they will be appointed as a
23 full or alternate member, based on RSA 673:5. We currently have two seats available, as the
24 Select Board requested we posted it and put it in the newspaper for two full members. We
25 required that the letters be submitted by July 5, 2013. Within that time we received two letters,
26 one from William Mahoney and one from Kevin Farquharson. There was discussion between
27 the candidates and the Selectmen. Selectman Guarino inquired as to the second resignation and
28 asked if it had ever been received in writing, Arthur Capello responded that Laurie Sanborn's
29 resignation was received at the last Selectmen's meeting in person. Chairman Lavin said he felt
30 comfortable with both candidates for full members to the Planning Board.
31

32 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
33 unanimously, that they accept the applications of William Mahoney and Kevin
34 Farquharson as full members to the Planning Board. (3-0 Voice Vote – Chairman
35 Lavin–yes, Selectman Currier–yes, Selectman Guarino–yes).
36

37 38 **Non -Public Session – RSA 91-A:3,II(c)**

39 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
40 unanimously to enter Non-Public Session per RSA 91-A:3,II(c), (3-0 Voice Vote
41 – Chairman Lavin–yes, Selectman Currier–yes, Selectman Guarino–yes)
42

43 Clean up of property was discussed.
44

MOTION: On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted unanimously to come out of Non-Public Session. (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.

PUBLIC INPUT

Vehicles on a Property: Arthur Capello addressed a question regarding the number of unregistered vehicles on any one property. Arthur Capello said that the State Statute, which he believes is what the Town follows, allows you to have up to one unregistered vehicle or parts equivalent to one unregistered vehicle on your property. Any more than that constitutes a junk yard. Arthur Capello suggested that he check with the Tax Collector's Office regarding the rules according to his question.

Taxes - Barbara Swanson asked "How much of our tax dollar is devoted to the Transfer Station? Selectman Currier, roughly 10% of the Town portion of the budget is for the Transfer Station. Single Stream was brought to the attention of the Board that it was not feasible, and for her one vote, she would vote not to go with single stream.

Arthur Capello said that if the Board decided to go with Single Stream, his recommendation to the Board would be to do it with a warrant article. Barbara Swanson suggested that we should not prolong a decision.

Historical Society - Old Town Hall, It was discussed that someone had broken into the Old Town Hall in the Museum. They got in because they had a key, and they rifled through a lot of things. The police will not be contacted until John Dickey is spoken too. Whoever went in there was interested in documents. No coinage or obvious things were taken. Lori Baldwin will contact the Selectmen in the next few days after speaking with Mr. Dickey.

Single Stream vs. Single Sort Recycling - Arthur Capello handed out information from NRRA, in regards to the revenue. It is Mr. Capello's opinion that the Town would not benefit by going to single stream. The Town is already set up for single sort, which is currently a revenue stream at approximately \$20,000. Arthur Capello stated that the Select Board should put to rest whether they want to go single stream or single sort. We do have about 14 months left on the contract with Concord. Sarah Lakeman put together the single stream recycling considerations for the Selectmen as bullet points. In his experience and opinion, single stream is a losing battle, unless you are closing a landfill and you are setting it up for that. Selectman Currier asked about equipment and machines, ie. baler and skid steer that we would have to replace. One way or another you will have to replace that equipment anyway. What about the amount of recyclables that you would

1 generate out of the waste. Arthur Capello said, he does not believe people will
2 recycle without an incentive to recycle.

3
4 Sarah Lakeman explained that currently people recycle things at the Transfer
5 Station and sort things into different bins. If you go single stream, basically you
6 have one bin for recycling. Sarah Lakeman stated that it would be a shame and a
7 bad economic decision for the Town to switch to single stream. She does not
8 believe you will get those who currently do not recycle to recycle. The reason
9 there are not a lot of Towns to compare this with, is that there are not a lot of
10 Towns that have this type of facility to process the materials to single stream,
11 because it does not make any economic sense. We are able to store and process
12 all of our materials now until market conditions are good and transportation costs
13 will be lower. We would lose the \$20,000 revenue stream and even if you get
14 paid per ton on the single stream, the transfer station costs will out way that and
15 we would pay per ton. As we increase recycling you will be paying more, it just
16 doesn't make any sense to consider that at this time, maybe in the future. If you
17 had to rebuild the transfer station etc. then single stream may be a great idea at
18 that time.

19
20 Chairman Lavin addressed the Warrant Article that was passed on the last ballot,
21 this was a way to address that, as the people want something done. Arthur
22 Capello said regulations need to be passed to support the Warrant Article.
23 Barbara Swanson said that as far as her vote, yes she does want to see recycling
24 increase, but she wants the Town to be smart about the decision. Arthur Capello
25 said that if you are looking at all of this strictly from an economic standpoint, it is
26 a bad move for the Town in the sense of the lost revenue stream as well as the
27 increased cost.

28
29 Selectman Currier asked about how many recyclable tons were there last year?
30 Sarah Lakeman said 211 ton. Selectman Currier said, how much money does that
31 cost if we threw it all away? Sarah Lakeman said if we threw it in the trash can,
32 multiply it by \$66.80. That would be \$14,094.08. Selectman Currier said,
33 basically if you just said we are going to run the dump with one guy and
34 everything goes in the compactor, you would save a lot of money. Arthur Capello
35 said you would still need someone to deal with the construction debris. Sarah
36 Lakeman said the Town does not want to eliminate recycling. Selectman Currier
37 said we just want to consider every option. Selectman Currier said, "Is recycling
38 a profitable business, it does not appear to be". Selectman Guarino said that the
39 overhead costs that are necessary to run the facility for recycling, are all costing
40 money in order to save the \$20,000. Selectman Currier said if we take the
41 recycling away, we lose \$34,000. He stated that it costs the Town much more to
42 recycle.

43
44 Selectman Guarino stated that money is used from Capital Reserve Accounts to
45 replace equipment. Selectman Guarino stated that he does not suggest that at this
46 time the Town change to single stream or even put it out to bid.

1 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted
2 unanimously, not to pursue single stream or proposals for single stream at this
3 time. (3-0 Voice Vote – Chairman Lavin–yes, Selectman Currier–yes, Selectman
4 Guarino–yes).

5
6 **Chairman Lavin closed the public input.**
7

8 **Lakes Region Planning Commission -** Route 140 Corridor Study, there were
9 recommendations that resulted from the consultant that worked on the project in Gilmanton. The
10 purpose of this visit is to ask the Board of Selectmen for their endorsement of the
11 recommendation and the implementation of plans in the report so that it can be submitted to
12 DOT and finalize the task.
13

14 **Computer at the Solid Waste Facility:** Arthur Capello would like the Board to approve a
15 computer back at the Solid Waste Facility. He would like them to be able to use the accounting
16 software for purchase orders and enter information into the budget. The Selectmen, unanimously,
17 were not in favor of a computer at the Solid Waste Facility, the expense was not warranted at this
18 time.
19

20 **Items for Bid-** Arthur Capello asked what type of items does the Board of Selectmen want to put
21 out to bid? All the paving is currently being put out to bid. Arthur Capello would like to stay to
22 a common policy regarding all bids. Selectmen Currier suggested that the sand in the sand sheds
23 should be put out to bid. Arthur Capello will contact Paul Perkins, Highway Department Head,
24 and invite him to come in to the next Selectmen's Meeting.
25

26 **Chairman Lavin called for a brief recess.**
27

28 **Twigg Properties** – Tom Howe reviewed draft easement language and related documents. The
29 end result of which will be that the Town will own two of the four tracts of land. Specifically the
30 Frisky Hill Tract and the Meetinghouse Pond Tract. The other two tracts, Loon Pond Road Tract
31 and the Route 107 Upper and Lower Fields Tract will be owned by private buyers, we do not yet
32 know who would buy them. All four of these tracts would be permanently restricted and
33 protected by Conservation Easements that will be held by the Five Rivers Conservation Trust,
34 which is a Land Trust based out of Concord, New Hampshire. They already have an established
35 presence with property in Town. There are details that come to the Town in the way of legal
36 rights and interest in the property that are outlined. One of the main concerns, when the
37 properties are sold is that they remain agricultural and as fields, and not just let go.
38

39 Mr. Howe will get information back to the Selectmen within a reasonable time before they meet
40 within the next two weeks.
41

42 **Correspondences:**
43

44 **Complaint regarding a cut of Timber-** A complaint regarding a timber cut on a piece of
45 conservation land that the Town owns has been looked into and in fact there is a timber harvest
46 issue there, it has been turned over to the State because they have jurisdiction over that.
47

1 **LRPC – Commissioner** – The Lakes Region Planning Board Commission is looking for a new
2 representative for the Town of Gilmanton. It will be advertised on the website for a
3 representative.
4

5 **Police Department** - The new police cruiser has arrived. The old cruiser, if considered still safe
6 by the Police Chief could be used as a Town Vehicle for the Code Enforcement Officer or for
7 bank deposits, to eliminate mileage pay. If it is not safe, it should go to the auction. Arthur
8 Capello to follow-up with Chief Collins.
9

10 **Fourth of July Parade** – A thank you and letter of recognition to Mr. Weidle for the one man
11 band in the parade and all of the time and effort he donated to the Fourth of July Parade.
12 By consensus the Board of Selectmen, the Chairman of the Board will sign the letter.
13

14 **Deed Restrictions** – Arthur Capello checked with Town Counsel regarding the enforcement of
15 deed restrictions and the Town cannot enforce covenant or deed restrictions. The information
16 has been passed along to those who asked about it.
17

18 **Meeting Minutes:**

19 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the meeting
20 minutes of July 1, 2013, were approved as amended. (3-0)
21

22 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the non-
23 public not sealed, consideration of hiring an employee meeting minutes of July 1,
24 2013, were approved as written. (3-0)
25

26 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the Planning
27 Board Vacancies, non-public not sealed, minutes of July 1, 2013, were approved
28 as written. (3-0)
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30 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the
31 personnel issue, non-public not sealed, minutes of July 1, 2013, were approved as
32 written. (3-0)
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34 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the status for
35 and employee, non-public not sealed, minutes of July 1, 2013, were approved as
36 written. (3-0)
37

38 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the Planning
39 Board, non-public sealed, minutes of July 1, 2013, were approved as written. (3-
40 0)
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42 **Planning Board** – Chairman Lavin stated that Mr. Martindale, a member of the Gilmanton
43 Planning Board is interested in having the Selectmen create a Warrant Article this
44 year about having the Planning Board Members elected and not appointed.
45 Chairman Lavin said he supports that idea. Arthur Capello said that we will put it
46 on the agenda as we get closer to election time.
47

1 **Complaint Policy** – Arthur Capello gave the information to Annette Andreozzi, as she is the
2 person who takes the complaints in the office. She was in agreement with the
3 policy. This will be tabled until next meeting. Arthur did check with legal and
4 you do not have to accept an anonymous complaint, but you do have to have a
5 policy about complaints.
6

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8 **Employee Evaluations** – Arthur Capello said his goal is once a form is approved, would be to
9 do evaluations on all of the staff and have department heads to do the same for
10 their staff. Merit increase is up to the Board of Selectmen. The evaluations will
11 be done yearly. Selectman Currier said you may have to take the Call Fire
12 Department out of the evaluation. Arthur Capello will research how call Fire
13 Fighters are evaluated. Consensus from the Board of Selectmen regarding the
14 Employee Evaluation Policy is that it meets their approval. Selectmen Currier
15 stated that this needs to be addressed in a timely fashion, before budget season, so
16 that we can see where we need to go as far as money.
17

18
19 **Public Recognition** - Arthur Capello would like to publicly recognize Desiree Tumas for her
20 extra effort and help. Last week while on vacation, she came in a couple of times
21 to help out with Welfare Issues and went above and beyond what should be
22 expected. Her efforts were noted and appreciated by the Selectmen.
23

24
25 **Paving at Security Building** - Selectman Currier spoke about the paving at the Safety Building
26 that was discussed last meeting. The company paving said not to pave with just
27 the money available, but to wait until it can be paved completely. As partial
28 paving could cause cracks in the pavement.
29

30
31 **Contract Groundwater Sampling** - Arthur Capello said that he will check to see if the water
32 samples could be tested by the State of New Hampshire to save money.
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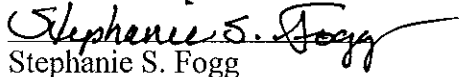
34
35 **South Road** – Arthur Capello to follow-up with having a barricade put across the entrance to the
36 property.
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38 The other property that is an issue has been forwarded to the State, they are
39 investigating.
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Adjournment:

MOTION: On a motion by Selectman Guarino, seconded by Selectman Currier, it was voted unanimously to adjourn.

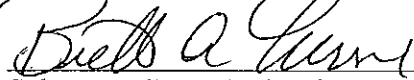
Respectfully Submitted,



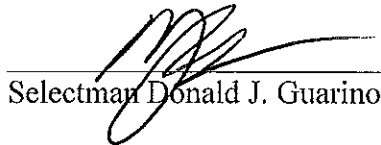
Stephanie S. Fogg
Administrative Assistant

Approved by the Board of Selectmen

Chairman Ralph L. Lavin



Selectman Brett A. Currier



Selectman Donald J. Guarino