



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

July 29, 2013

6:00pm. – Gilmanton Academy

Present: Selectman Don Guarino, Selectman Brett Currier, Town Administrator Arthur Capello, Administrative Assistant Stephanie Fogg. Also present Gale Wood, Jonathon Hall, Paul Perkins of the Highway Department.

6:00pm Selectman Guarino opened the meeting, took attendance of those present and voting and led the Pledge of Allegiance.

6:02 pm- Town Building Use Request – Contra Dance – Gale Wood attended the meeting and a letter was sent by Lisa Hasler regarding the history of the contra dance held here in Gilmanton. They are looking to continue the tradition for the Contra Dance one Saturday per month for the Fall of 2013 through Spring of 2014, 10 gatherings. The dances will be held at the Old Town Hall.

MOTION: On a motion by Selectman Currier, seconded by Selectman Guarino, Selectman Currier moved to have a one-time fee of \$125, for the ten events at the Old Town Hall. The fee would be pro-rated depending on how many events will actually be held. The motion was approved unanimously (2-0)

6:12 pm – Highway Department – Bid Process – Paul Perkins, Department Head of the Highway Department attended the meeting. Selectmen Currier stated that we need to have a consistent policy with bidding. Currently sand will need to be put out to bid. Paul Perkins will get an estimate of how many tons to fill the sheds; what the cost would be for delivery versus at the pit and put the information out to bid. The contracts for the plow drivers will be signed and submitted for the coming year.

Paul Perkins asked about the oil that was left after a Town Property Clean-up. Selectman Guarino said it will be arranged to get it to Wolfeboro.

Public Input

Selectman Guarino opened the Meeting Room to the Public.

6:30 pm – Route 140 Corridor Study -

The Selectmen agreed to endorse the recommendation of the study.

Next Meeting Date will be Tuesday, August 13, 2013.

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2 **6:34 pm- Complaint Policy** – Arthur Capello brought forward a new Complaint Policy. The
3 Selectmen reviewed the policy. Selectman Currier stated if it is a written complaint then it will
4 be acted on. Arthur Capello also stated, if it is a public health issue then the Health Officer is
5 obligated to act on the complaint.
6

7 **MOTION:** On a motion by Selectman Currier, and seconded by Selectman Guarino it was
8 voted unanimously to approve the Complaint Policy. (2-0)
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10 **6:42 pm – Key Policy** – Arthur Capello brought forward a new key policy for the Town
11 Buildings. The Selectmen reviewed the policy.
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13 **MOTION:** On a motion by Selectman Guarino, and seconded by Selectman Currier, it was
14 voted unanimously to approve the Key Policy. (2-0)
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16 **Contract with Providian** – Arthur Capello looked into having the State Lab or Providian
17 (Eastern Analytical) do the testing for well monitoring. We are already receiving a discount with
18 Eastern Analytical and save \$745 by staying with them for the testing.
19

20 **MOTION:** On a motion by Selectman Currier, and seconded by Selectman Guarino, it was
21 voted unanimously to authorize the Town Administrator, Arthur Capello to sign the contract for
22 Provan, for the well monitoring. (2-0)
23

24 **6:47 pm – Mango Security System -**
25

26 **MOTION:** On a motion by Selectman Currier, and seconded by Selectman Guarino, it was
27 voted unanimously to authorize the Town Administrator, Arthur Capello to sign the contract for
28 Mango Security System. (2-0)
29

30 **Correspondence**

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32 **Thank You Letters-** Thank you letters in appreciation of Cindy Bedford and Kristyn Fischev
33 for their effort in replanting, donating plants and mulch for the planter at the Academy. The
34 planter looks great, thank you!
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36 **6:50 pm – Town Property and Timber Cut** – The State Forester reported back after looking at
37 the property in Shellcamp, he stated that there was a walking path cut through the property. The
38 Forester said that the amount of timber that was cut was minimal. People are allowed to walk on
39 Town Property, it is too bad that the path was cut, but it is done now. Selectman Guarino
40 suggested that a letter be sent from the Town to inform the person who cut the path, that the
41 Selectmen are extremely disappointed that the path was cut through the conservation area. The
42 letter will serve as a warning that if more wood is cut, he will be prosecuted.
43

44 **6:52 pm – Twigg Conservation Property -** Arthur Capello followed up on a public request to
45 have the property posted for no hunting. Arthur Capello said there is no RSA that guarantees a
46 town will not post a property. Towns typically do not post properties, but there is no RSA
47 guaranteeing it.
48

1 **Permit to Bait Wildlife, Thompson Town Forest** – Arthur Capello brought forward a Fish and
2 Game permit (from the State) to bait wildlife from John and Thomas Kelly. (Bear, Deer and
3 Coyote) in the Thompson Town Forest. The permit was incomplete. Arthur Capello will contact
4 the applicants to have them complete the permit. Fish and Game monitors any bait sites that are
5 approved. Selectman Currier and Selectman Guarino said the Town needs a policy regarding
6 these permits. Selectman Guarino will call Lt. James Juneau, Fish and Game Official to meet
7 with the Selectmen at the August 13, 2013 Selectmen's Meeting. Selectman Currier asked
8 Arthur Capello to find out the amount of acreage the Town owns with each forest parcel for the
9 next meeting.

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11 **Close Public Input** – Selectman Guarino closed public input.

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13 **Meeting Minutes:**

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15 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the minutes
16 of July 15, 2013, were approved as amended. (2-0)

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18 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier, the non-
19 public minutes, not sealed of July 15, 2013 were approved as written. (2-0)

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21 **Department Head Meetings** - Arthur Capello will forward the agenda for each department
22 head meeting to the Selectmen. The Selectmen can send information to the
23 meetings with Arthur Capello if they have concerns, or send a Selectman to attend

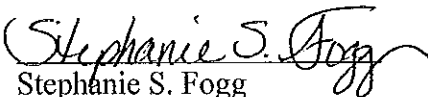
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25 **Gilmanston Historical Society** - There was not a break in at the Historical Society as was
26 thought possible at last Selectmen's meeting.

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29 **Flags** – Selectman Guarino spoke with Mr. Nagel regarding his donation of the flags and
30 ongoing maintenance of the flags and poles. Mr. Nagel said it would be approximately
31 \$1,000/year to maintain the flags. There is currently a line item for \$650 for flag maintenance.
32 The flags will be taken down and stored at the Academy Building. When the flags are taken
33 down they will be assessed and the line item will be used at that time. Selectman Currier said
34 then we will know for the budget season the amount that will need to be added back into the line
35 item to maintain the flags. Selectman Guarino and Selectman Currier said that a non-capital
36 reserve should be dedicated to flag maintenance. A thank you letter will be sent to Mr. Nagel for
37 his generous donation of the flags and poles this year.

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39 **Adjournment:**

40 **MOTION:** On a motion by Selectman Guarino, seconded by Selectman Currier it was voted
41 unanimously to adjourn at 7:30 pm. (2-0)

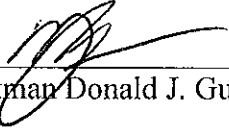
42
43 Respectfully Submitted,

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47 Stephanie S. Fogg
48 Administrative Assistant

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3 **Approved by the Board of Selectmen**
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6 Chairman Ralph L. Lavin

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9 Selectman Brett A. Currier

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12 Selectman Donald J. Guarino
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