

**APPROVED**

**Board of Selectmen  
5 March 2012  
Minutes**

**6:00 pm** - Chairman Don Guarino called the meeting to order. Present were Chairman Guarino, Selectman Lavin, Town Administrator Tim Warren and Clerk Lois Dionne. Selectman Hatch was not in attendance. Also in attendance were Fire Chief Hempel, Dave Jeffers of Lakes Region Planning Commission and Brett Currier.

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

**Ambulance Billing Procedures** - There have been several questions lately regarding the billing procedure for ambulance service. Chief Hempel explained that Comstar is our contractor, and if a resident has insurance, they bill the insurance company. After receiving payment from the insurance company, they bill the resident the balance; the resident gets one bill, and if that is not paid, it gets written off, and is not pursued. The Town's policy is not to pursue resident billing.

A non-insured resident will receive a notice with request for information; there is a box that can be checked showing hardship, if that is checked they will not receive further billing. If they do not respond, there will be a total of three notices after which, they will not receive any further billing.

Chief Hempel felt the current billing procedure is working fine, and it is not necessary to make any changes at this time.

**6:10 pm – Selectman Lavin moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Chairman Guarino seconded. Motion passed 2-0.

The Selectmen discussed a personnel issue.

**6:27 pm – selectman Lavin moved to come out of Non-Public Session.** Chairman Guarino seconded. Motion passed 2-0.

Justin Leavitt and Tracy Tarr joined the meeting.

**Suncook River Nomination** – Dave Jeffers of Lakes Region Planning Commission and Tracy Tarr were present to update the Selectmen on the Suncook River Nomination to the NH Rivers Management and Protection Program.

There was a brief general discussion of the purpose of the nomination of the river, and the designation process.

The purpose is to protect NH Rivers for present and future generations by protecting drinking water, hydropower, recreation, wildlife habitat, etc.

The procedure is to establish local nomination committees; Tracy Tarr and Erin Hollingsworth represent Gilmanton. Prepare nomination, notify riparian landowners and hold public information meetings, submit nomination to DES June 1, 2012, and hold a public hearing on nomination in the summer of 2012. DES sends the nomination to the General Court in the fall of 2012, the State House/Senate votes to amend RSA 483 in the spring of 2013, it is then sent to the governor for signature, and RSA 483 would be amended in the summer of 2013.

Mr. Jeffers said they would also be looking for a letter of support from the Town before the June Meeting.

**Public Input** – Recycling Manager Justin Leavitt was concerned about the fee that is charged for residents to pay on-line with their credit cards. Tim said residents are informed that there will be a fee when they fill out the application on line. Justin is against it, and feels we should do away with allowing the credit card payments.

**Recycling Income** – There was a brief discussion about the recycling income shown in the new town report. Justin didn't feel it was represented properly.

Brett Currier felt that the way Tim reports the recycling income at the Selectmen's meetings is misleading because it includes income for items that the Town has to pay to dispose of; if it were just recyclables, then it would be a true figure because they show actual income.

**Personnel Policy Update** – The Selectmen continued the update of the personnel policy.

**8:07 pm – Selectman Lavin moved to enter into Non-Public Session per RSA 91-A:3, II(e)** - Discussion of pending or threatened (in writing) litigation against the Town or Town Officials, Board Members or employees. Chairman Guarino seconded. Motion passed 2-0.

The Selectmen discussed a legal issue.

03-05-12 BOS

APPROVED

**8:11 pm – Selectman Lavin moved to come out of Non-Public Session.** Chairman Guarino seconded. Motion passed 2-0.

**8:12 pm – Selectman Lavin moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - 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. Chairman Guarino seconded. Motion passed 2-0.

The Selectmen discussed a personnel issue.

**8:20 pm – Selectman Lavin moved to come out of Non-Public Session.** Chairman Guarino seconded. Motion passed 2-0.

**MOTION – Selectman Lavin moved to seal the minutes of the above non-public minutes. Motion passed 2-0.**

**8:21 pm – MOTION – Selectman Lavin moved to adjourn the meeting. Chairman Guarino seconded. Motion passed 2-0.**

Respectfully submitted,

Lois Dionne  
Recording Clerk