

**APPROVED**

**Board of Selectmen  
21 November 2011  
Minutes**

**6:01 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 Town Clerk/Tax Collector Deb Cornett, Roger & Elena Ball and Bernadette Gallant.

**Town Clerk Budget** – The Selectmen reviewed the town clerk/tax collector budget with Deb Cornett. There was a brief discussion of the documents that are being stored in Belmont from when Gilmanton was part of Belmont. By reducing the assistant town clerk's hours from 25 to 21 hours per week, Deb was able to bring her budget in just under last year's budget.

Cindy Houghton joined the meeting during the budget discussion.

**Budget Review** – Selectman Lavin was brought up to date on the changes that had been made to the budget last week; Selectman Lavin was not in attendance last week.

After updating Selectman Lavin, the Selectmen continued review of the budget.

Joanne Stendor joined the meeting during budget discussion.

**7:00 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.”

**Expending Funds** – Cindy Houghton asked what the policy was regarding departments expending their funds. She referenced that last week the fire chief had asked permission to expend funds for training; he has an item for training in his budget. Cindy was told that what the chief had been seeking was special circumstances, and department heads don't normally need permission to expend funds for training, etc.

**Answers to Questions** – Cindy Houghton asked if the Selectmen had taken a position on Israel Willard's question of the boot drive. The Selectmen had not discussed it further last week.

**Length of Public Input** – Ms. Houghton felt that limiting public input to fifteen minutes did not allow enough time for residents to address issues. She was told this had been done the past couple of weeks only because many times there is no one present for public input, and the Selectmen are very busy with the budgets and other issues, but if residents were present and had issues they wished to discuss, they would allow input until 7:30.

**Tax Rate** - Joanne Stendor expressed her concern that the current tax rate is hurting the Town; people are hurting. She added that the Selectmen really need to look at the budget, and cut expenses as needed. Selectman Lavin suggested that Ms. Stendor encourage her friends to attend Town Meeting and the school meeting where they can vote on the budgets. At these meetings residents have the opportunity to question or request cuts or additions to certain items. Chairman Guarino stated that the Selectmen review the budget line by line, but at Town Meeting, it is often requested to add back items they have deleted. It was also noted that in previous years the Selectmen have been using money from the undesignated fund balance to offset the tax rate. This can no longer be done due to a state mandate that we keep a certain amount in the fund to offset unpaid taxes.

**HDC Clerk** – Ms. Houghton noted that when discussing the budget, it was noted that the amount spent for the HDC Clerk was down, and asked if the clerk is busy. That is an issue that will have to be checked into.

**Budget** – Elena Ball stated that she found it refreshing to hear the Selectmen discuss the budget. She said the Selectmen are working very hard on the budget, and encouraged them to keep it up.

**7:35 – Recess**

**7:40 – Back in Session**

**Budget Review Resumed** – The Selectmen continued review of the various department budgets. The biggest increases in the budgets were found in the police, fire and building departments. Tim was asked to give these department heads a directive to make cuts to their budgets, and then meet with the Selectmen.

**Household Hazardous Waste Day** – The Selectmen had asked Tim to try to find out the number of people from Gilmanton who had participated in the Household Hazardous Waste Day last year before signing the commitment letter for next year. Tim got the number; 66 Gilmanton residents participated in the Household Hazardous Waste Day in Belmont last summer. A brief discussion ensued.

**MOTION - Chairman Guarino moved to support the appropriation of \$2,743 for the Household Hazardous Waste Day. Selectman Lavin seconded. Motion passed 3-0.**

**Greater Lakes Child Advocacy Center** – The Selectmen agreed the Greater Lakes Child Advocacy Center’s request to be added to the list of outside agencies the town supports; they have requested \$1,000. The center provides help to children ages two to eighteen years old that are victims of sexual or other abuse. The agency helped eight child victims from Gilmanton last year.

**9:13 pm – Selectman Hatch 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. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**9:30 pm – Selectman Hatch moved to come out of Non-Public Session.** Selectman Lavin seconded. Motion passed 3-0.

**9:31 pm – Selectman Hatch 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. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**9:46 pm – Selectman Hatch moved to come out of Non-Public Session.** Selectman Lavin seconded. Motion passed 3-0.

**MOTION – Selectman Lavin moved to seal the minutes of the above non-public session. Selectman Hatch seconded. Motion passed 3-0.**

**9:47 pm – Selectman Hatch 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. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**10:05 pm – Selectman Hatch moved to come out of Non-Public Session.** Selectman Lavin seconded. Motion passed 3-0.

**Perceived Conflict of Interest** – Selectman Hatch asked if the other two board members felt there was a perception of conflict of interest in her serving as selectman while working for the school department and clerk for other committees. Selectman Lavin felt there is that perception out there, but he didn't feel there has been any proof that there is a conflict. Chairman Guarino said there is that perception, but asked how any resident could feel that Rachel could affect the finances that would be a conflict of interest.

There was a brief discussion during which Selectman Hatch stated that she didn't want her serving on the board to be detrimental or a liability to the town. Don & Ralph said they didn't feel Rachel is a detriment or a liability.

**Snow Plowing Bids** – There was a brief discussion on the bids for plowing at the safety building.

**MOTION: Selectman Lavin moved to accept the bid from Bill Booth to plow the safety building for \$4,000 for the 2011/2012-winter season. Selectman Hatch seconded. Motion passed 3-0.**

**Illegal Trash in Compactor** – Tim had copies of pictures the recycling manager had taken of sheet rock that had been broken up, stuffed in bags and disposed of in the compactor. In with the sheet rock was an expired registration. A letter will be sent to the resident.

**Trusses – Recycling Center** – Tim was asked to get bids to repair the trusses at the recycling center; the work should be done before winter. Tim will request bids from some contractors.

### **Approval of Minutes**

**MOTION – Selectman Hatch moved to accept the minutes of November 7, 2011 as written. Selectman Lavin seconded. Motion passed 3-0.**

**MOTION – Selectman Hatch moved to accept the minutes of November 14, 2011 as amended. Chairman Guarino seconded. Motion passed 2-0. Selectman Lavin had not been present at that meeting.**

**MOTION – Selectman Lavin moved to accept the minutes of November 16, 2011 as written. Selectman Hatch seconded. Motion passed 3-0.**

**11-21-11 BOS**

**APPROVED**

**10:35 pm – MOTION – Selectman Lavin moved to adjourn the meeting. Selectman Hatch seconded. Motion passed 3-0.**

Respectfully submitted,

Lois Dionne  
Recording Clerk