

**APPROVED**

**Board of Selectmen  
1 September 2010  
Minutes**

**4:02 pm** - Chairman Betty Ann Abbott read “This meeting of the Selectmen of the Town of Gilmanton is now open, and the matters presented and discussed here shall be for the purpose of managing the prudential affairs of the town and to perform the duties by law prescribed.”

Present were Chairman Abbott, Selectmen Don Guarino and Rachel Hatch and Clerk Lois Dionne. Town Administrator Tim Warren is on vacation. Also in attendance were Police Chief O’Brien and Fire Chief Lockwood.

Chairman Abbott informed those present that she had requested this meeting tonight to discuss the EMPG (Emergency Management Preparedness Grant). We had applied for \$152,000, expecting to get 50%, which would be \$76,000. Chairman Abbott said she had received word yesterday morning from Steve Finnegan of the State that we had been approved for the \$76,000, but he had called back later in the day and asked her about the breakdown of the expenses which were as follows:

Emergency Response Center	\$100,732.00
Generator	31,590.00
Radio Tower	20,000.00

Chairman Abbott said she was asked if the line for the emergency response center was for construction. She had replied it was; it included the construction cost for the meeting room, the office and one bathroom, which we consider to be our emergency response center. Mr. Finnegan then told her the grant didn’t cover construction, so the \$100,732 had gotten knocked out of our request, which set us back considerably from what we had been led to believe we were going to get. Chairman Abbott said the reason for tonight’s meeting was to see how we wanted to proceed knowing that we are approximately \$50,000 short of what Chief Lockwood had led us to believe we were going to get.

Chairman Abbott stated that if we do nothing more at this point, and we get the \$16,000, for the generator, which we should, plus \$3,100 in energy rebates from NHEC, which we should get, we are already \$20,000 over budget including the “pavement fix” of \$4,000. She said we are hung up on two projects, the topcoat paving and the radio tower.

Chairman Abbott said the topcoat paving is approximately \$20,000, but if we wait until spring to do the topcoat, it would cost an additional \$8,000 because there are two “fixes” that would have to take place. The first would be “winter shimming” that would have to be done now because the pavement is below the level of the concrete pad for the building; when trucks come and go over that it would break down the concrete lip if not shimmed. That cost approximately \$4,000 to do now and another \$4,000 in the spring to break up and remove the winter shims. She said this is \$8,000 on a \$20,000 job plus there could be additional costs for the asphalt in the spring.

Chairman Abbott said if we do nothing more, and get the parts of the grant and the rebates we are expecting, don’t put up the radio tower or put on the top coat, we are \$20,000 over budget. She said it is her understanding that we must have a radio tower; the police and fire chiefs confirmed this. Chairman Abbott said if we do it all, the radio tower and put on the topcoat of paving, and we get 50% of the cost of the radio tower back, we are over budget approximately \$46,000. She said if we get 100% of the tower back, we are over budget by \$33,000.

Chairman Abbott explained that she hadn’t gotten a response yet, but Steve Finnegan from EMPG Homeland Security is trying to find out if we could put the tower through homeland security, which would cover it at 100%. The \$25,000 cost for the tower would include everything we have done so far plus the pad and everything that Belknap Communications is going to do. If it goes through Homeland Security, we get \$25,000 back, if not we get half of that.

Chairman Abbott said the next option is not doing the topcoat; if we don’t do it we would have to pay approximately \$4,000, which would save about \$16,000 from the last figures she had given. That means we would end up either \$30,000 or \$17,000 over budget depending on what we get for the radio tower; she needs a decision from the Board as to what they want to do. Chairman Abbott said she felt we need the tower, and it makes good financial sense to do the paving now.

Chairman Abbott said she had asked Tim to look at the budget to find out if he could find money for it. Lois reported that Tim felt we could take \$4,000 from Repairs & Maintenance of the Old Town Hall, \$20,000 from Repairs & Maintenance of the Academy Building and \$1,000 from Advertising & Notices. She said Tim said this would still leave money for the furnace and the security camera at the back door of the Academy Building, and he would look to see if he could find any other money.

There was a brief discussion of the tower that the Boy Scouts wanted to give to the Town, but it wasn’t felt that it could supply the needs of the Town, also, it was felt that grant money is only given for a new, not a used tower that needs to be retrofitted.

Chairman Abbott said she is waiting to hear from Steve Finnegan about whether we would qualify for a grant from Homeland Security for the tower; she had hoped to have

the answer for tonight's meeting. This would determine whether we have to include the tower in the emergency management grant, in which case we would only get 50% back for the tower as opposed to 100% from Homeland Security. She has sent updated first page requests for the Emergency Management grant, one for the generator only, if the tower goes through Homeland Security at 100%, which would mean we get \$16,000, the other with the generator and the radio tower, at 50% would mean a maximum of about \$28,000, where we thought we were going to get \$76,000.

Chairman Abbott said she was told many things are covered by the emergency management grant including furnishings and equipment, none of which we are in need of; we aren't buying furniture or computers, etc.

Chairman Abbott stated that the other option is to not do the topcoat of paving, and we would be over budget by either \$30,000 or \$17,000, depending on how much we get for the radio tower.

Selectman Hatch stated that if we don't do the topcoat, it is like throwing away \$8,000 because of the expense of the shimming, and asked if that made sense. Selectman Guarino said people are going to ask what was done with the contingency fund.

Chairman Abbott stated that there were previous decisions that had to be made that amounted to about \$37,000 that had to do with energy efficiency. She said this included exterior LED lights for the parking area at \$18,000, special lighting and controls for the inside at \$16,111, upgrade of the compressor at \$2,827. There was also \$8,000 in room changes, \$1,500 in additional outlets, \$5,000 for the security system and \$5,000 for additional soil testing.

Chairman Abbott justified the spending of the money for the energy efficiency items because every one of them has less than a five-year payback. She said the energy committee had been at them to do these things now, as it is much less expensive than going back and retrofitting. She said it had also made sense because they had assurances from Chief Lockwood that we were going to get as much as \$100,000 in grants.

Selectman Guarino said he is comfortable that they handled the contingency fund properly, and could justify the items. He asked how much we held for the contingency fund. Chairman Abbott said she thought it was about \$35,000. She said the change orders were \$63,000.

Chairman Abbott asked if she had assurances that we would get at least 50% of the radio tower, would Don choose not to get the tower. Don replied that he would want to get the tower.

Selectman Hatch stated that the safety building was presented at \$870,000 in March, and we have since gotten involved in energy efficiency, which she felt is a "Kudo". She said

you get what you pay for, and although it is a cost, we would see a savings. She said we have to have a tower, and she isn't willing to throw away \$8,000 for a quick fix for paving, because it would cost more in the long run.

Town Administrator Tim Warren called into the meeting at a previous request from Chairman Abbott. Chairman Abbott explained to Tim that Selectman Hatch had just stated that she felt they should go forward with both the radio tower and the topcoat of paving; that is what we have a general fund for. Selectman Hatch said the Selectmen have been good stewards of the taxpayer dollars, and the tax rate hadn't gone up at all last year because they were good stewards. Rachel added that whenever anyone does a project, the cost always comes out more; this is a hiccup in the project, and she wants what is best for the town, therefore, doesn't want to skimp on the topcoat, and waste \$8,000 for the shimming, and then removing it.

Tim agreed with Rachel and said we should go forward with it even if it meant going into the undesignated fund balance. Chairman Abbott stated that the numbers Tim had given Lois amounted to \$25,000. She said if they go forward with everything, we would be over either \$46,000 or \$33,000, depending on what we get for the radio tower. She asked if that money could be found. Tim said we should think about what projects we don't do in order to find that money. Rachel said she doesn't want to cripple the budget to fund the expense, and take it out of a budget that is "bare bones". Chairman Abbott felt Tim was telling them they couldn't dip into the general fund, but had to find it within the budget the town gave them at town meeting. Tim said they would have to do that or go to the budget committee and ask for an over expenditure; that would have to be approved by DRA.

Chairman Abbott said if we were looking for \$46,000, he has found \$25,000, and asked what kind of things he was talking about not doing to find the \$21,000 that would be needed. Tim said we could postpone redoing the floor upstairs in the Academy Building (\$6,000), hold off on the furnace (\$9,000), which would leave us short \$10,000. Tim said there was probably some money that could be found in the accounts he had given Lois; he hadn't wanted to cut them too short. Tim said he would go over the budget tonight, and try to find more money.

Selectman Guarino stated that he felt comfortable with getting the tower, but felt we should have the shims, and hold off on the topcoat. He didn't see why the shims would have to be removed in order to pave in the spring.

**MOTION – Selectman Hatch moved to proceed going forward with the installation of an adequate tower for the public safety building. Selectman Guarino seconded. Motion passed 3-0.**

There was a discussion of spending an additional \$8,000 for a project that costs \$20,000. Chief O'Brien and Lockwood felt it didn't make sense to spend an additional \$8,000 for the topcoat. Don questioned if we would need to remove the shims in the spring.

A call was placed to Bill Hurst to discuss the need for the shims and if they would have to be removed in the spring.

Mr. Hurst explained that if the topcoat was not put on this year, you would have to build temporary ramps beneath all the doors and handicap ramps, and they have to be removed in the spring. Don asked if the topcoat was the same material, or if the base coat makes the ramps. Mr. Hurst said they would use a finer mix for the base coat than the top. Don asked why they couldn't put a topcoat into the equipment bays, and then in the spring just go around it, why would they have to pull it out? Mr. Hurst said it wouldn't be as quality a work. He said you would have to bring a machine in and at least trim it; it then becomes like a patch, and you wouldn't want that because you want your grades to match. Don asked if you could go all around the building with an inch and a half lip with a topcoat if that would have to be removed. Mr. Hurst replied that it would still have to be trimmed where the asphalt would be joined. Don asked if we would end up with bumps. Mr. Hurst said it might be okay the first year, but the following year you would probably end up with uneven compaction. Mr. Hurst said you would still end up with additional costs because of the trimming that would have to be done. He said he would shave the costs for the project as much as he could. Chairman Abbott thanked Mr. Hurst for his explanation of the reason for the shims.

There was further discussion on the topcoat, and expenses involved in waiting to have it done in the spring. It was pointed out that we would need to have lines painted on the base coat, and then have new ones on the topcoat, which would be about an additional \$2,000, which along with the shimming would add 50% to the cost of the topcoat. The striping has to be done in order to get our occupancy permit. After speaking with Mr. Hurst, and hearing his explanations, Selectman Guarino agreed that we should not wait to do the topcoat.

**MOTION – Selectman Guarino moved to approve the paving providing Tim can find the money in the regular budget. Selectman Hatch seconded. Motion passed 3-0.**

**Fire Pond** – Chief Lockwood felt we should wait to decide on dredging the fire pond until we see if Tim can find the money for the paving in the budget. He felt the money for the dredging could be used toward the paving.

Chairman Abbott stated that Chief Lockwood had made a claim about how dangerous the pond was as it is now; it is like quicksand. Chief Lockwood stated that it had been Mickey Daigle who had made the claim; he had lost a rake trying to find out how deep the mud was.

Chairman Abbott asked if it would make a difference if it rains. Chief Lockwood replied that it still needs to be dredged, but if it rains it would fill with water, and we could wait until spring. Selectman Guarino said that if Chief Lockwood waited until 2011 his hydrant project would be fully funded, so it could be done.

After assurance from Chief Lockwood that there is no immediate danger because the area is taped off, and he is comfortable waiting, the Selectmen agreed that they would wait to do the dredging until after the first of the year.

**Trees – Austen Property** - Selectman Hatch informed the Selectmen that she had received a call from Bobby Potter, whom had been hired to cut dead trees on Town property that had branches fall on the Austen property. She said Bobby had told her there were others that had significant rotted branches, so he had taken it upon himself to cut them as well. He said his bill would be for more than the estimate, but if the Town didn't want to pay the extra, he would "eat" it because he felt it was a huge liability to the Town. There was a consensus that if the trees were a liability, we should pay to have them removed.

**Sprinkler System – Academy Building** – Chief Lockwood said Tom Scribner had gone to see him with concerns that the sprinkler at the Academy Building was out of service because Page's pond was dry. Chief stated that is not the case. He said he and Mickey Daigle had gone out to see it, and there is two and a half feet above the inlet where it come into the sprinklers.

**Safety Building Update** – The Safety building is near completion. Chairman Abbott said they were putting in the flooring and the bathroom fixtures; the ceilings and ceiling lights are in and the walls are painted. The doors are in and they are expected to be done and have the cleaning crew done by Friday, September 17<sup>th</sup>. We hope to have the CO about the same time.

**5:10 pm – MOTION** - Selectman Hatch moved to adjourn the meeting. Selectman Guarino seconded.

Respectfully submitted,

Lois Dionne  
Recording Clerk

