

APPROVED

**Board of Selectmen
4 October 2010
Minutes**

6:00 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, Town Administrator Tim Warren and Clerk Lois Dionne.

After attendance, everyone stood for the “Pledge of Allegiance”

Auditor Bids – Three bids were received in response to letters we had sent out requesting bids to provide auditing services to the Town. The bids were as follows:

Roberts, Green & Drolet	3 year contract	1 st year - \$12,200 2 nd year - 12,675 3 rd year - 13,125
Melanson, Heath & Co.	3 year contract	1 st year - \$12,000 2 nd year - 12,500 3 rd year - 13,000
The Mercier Group	3 year contract	per year - 8,400

The bids will be reviewed by our contract accountant, and will be awarded at the October 18th Selectmen’s meeting.

Recycling Center Update

YTD Income – Recycling Manager Justin Leavitt presented the Selectmen with information on year-to-date (YTD) income from the recycling center. Income is down from last year, but Justin felt that is because of the reduction in the prices we charge for items brought to the center, and the elimination of fees for the disposal of items such as stoves, washers, dryers and hot water heaters. Although we have eliminated these fees, we do get money for our scrap metal.

Glass Disposal – There was a brief discussion on the crushed glass pile at the recycling center, and the cost to dispose of it since we don't use it in our roadways. There was the discussion that some local contractors had expressed interest in using the glass in some of their construction projects. Selectman Guarino will check with LGC to determine if there would be any liability issues if we allow contractors to use the glass.

Selectman Hatch stated that the gentleman that bought the old Grace Metalious place is going to have a winery, and is collecting wine bottles. Justin said the gentleman would bring in a holder and set it by the glass bin, so any wine bottles could be put in the holder, and he would collect them every week.

Waste Oil Furnace – Recycling Manager Justin Leavitt had requested prices on new waste-oil furnaces. He received two quotes. They were as follows:

Lanair	\$4,399.00
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This comes assembled, but would need a compressor and we would have to run wiring. It was felt a compressor could be purchased for about \$500.

Northeast Chemex	\$6,575.00
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This price includes installation and a compressor.

There was a brief discussion of the bids, and that we had received a grant for \$2,500.00, and had budgeted an additional \$2,500.00.

MOTION – Selectman Hatch moved to purchase a new waste-oil furnace from Linair, with the addition of purchasing a new compressor to go along with the furnace, with the understanding that it will still come in under the \$5,000.00 goal set of the \$2,500 grant and the \$2,500 approved at Town Meeting. Selectman Guarino seconded. Motion passed 3-0.

Scrap Aluminum Pile – Justin said he had received only one bid to purchase our aluminum pile. The bid submitted was by Jerry Austin for \$882.00.

MOTION – Selectman Guarino moved to accept the bid of Jerry Austin to purchase the scrap aluminum pile at the recycling center for \$882.00. Selectman Hatch seconded. Motion passed 3-0.

6:40 pm – Selectman Guarino moved to Enter into Non-Public Session as 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 Hatch seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue with the Recycling Manager.

6:57 pm – Selectman Guarino moved to come Out of Non-Public Session. Selectman Hatch seconded. Motion passed 3-0.

Budget – Chairman Abbott asked Justin to look at the pay line in his budget to see where he stood for the year. He was also asked to get figures for projects he wants to do next year.

Ground-Water Permit – Tim had the renewal permit application for signature from Provan & Lorber to do the ground water testing at the landfill.

Landfill Cap Mowing – A notice will be put in the paper requesting bids to mow the landfill cap at the recycling center.

7:00 pm – Public Input – No one was present for public input at this time.

7:01 pm – Break

7:06 pm – Back in Session

Invitation - Tim informed the Selectmen that they had received an invitation to attend the Genesis Behavioral Health 44th annual meeting on Tuesday, October 26 at 5:30 pm at the Gilford Community Church.

Municipal Resources - Tim informed the Selectmen of a letter he had received from Municipal Resources stating that as a member of LGC we were entitled to have a senior accountant from their Finance Group work directly with staff to help communities identify areas of potential weakness or exposure within their finance management systems, and when necessary, assist with development of systems or procedures to help improve problematic or weak areas. This is designed to help assess and identify ways to improve our finance management system. This would be done at no cost to the town.

After a brief discussion, it was decided Tim should call for more details.

Cemetery Trustees – Tim said he had received a letter from the cemetery trustees with a draft warrant article for town meeting to accept the Besse Burial Ground as a town cemetery.

7:12 pm – Public Input - Chairman Betty Ann Abbott 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.”

Complaint - Mr. Lynch started to address a problem he has with a town employee. Selectman Hatch asked that he put his complaint in writing. Chairman Abbott stated that upon receipt of the written complaint, the Selectmen would review it and decide whether to meet with Mr. Lynch in a non-public session.

Non-Compliance Issue – Tim stated that the Selectmen had to decide if any action is to be taken against Kurt Rague for the road he is building off Crystal Lake Road. He said DES had issued a permit for Mr. Rague to build the road based on his subdivision approval, which he does not have because he withdrew his application. Tim said Desiree Tumas, planning administrator had talked with the State and was told they wouldn’t revoke the permit. He said Desiree had asked if they would if they received a letter from a representative from the planning board stating that the application had been withdrawn. The state said the individual had to tell them that the application had been withdrawn.

There was considerable discussion that the DES approval had stated that all state and local approvals had to be obtained. Desiree Tumas stated that Mr. Rague had gone to a planning board meeting with his attorney, and they were trying to work out whether the application had actually been withdrawn. She said there are documents that indicate that he had withdrawn on his own behalf, and his funds that had been held as a bond for the road had been returned to him. It was also stated that the road is being built without inspections, and that when he does apply for a subdivision, if the road is not done correctly, it would have to be redone. Tim asked if we should have a stop-work order issued, or consult with Town Counsel. Selectman Hatch stated that this is actually a planning board issue, not a Selectmen issue. Desiree stated that the planning board could do nothing at this point because there is no application; it is a DES issue. It was stated that his DES permit does not relieve him of getting local permission. Tim was asked to contact Town Counsel before we proceed.

7:30 pm – Public Input was closed.

Street Light – Tim said he had a call from a resident on Mountain Road requesting we have a streetlight installed at the corner of Mountain and Varney Road, as she was concerned about the safety of her child waiting there for the school bus.

After a brief discussion, it was the consensus that children wait for the bus at many street intersections, and we couldn’t put streetlights up all over town.

Building Capital Improvement Study Committee – Tim distributed a report from the Building Capital Improvement Study Committee for the Selectmen’s review. He said members of the committee would like to meet with the Selectmen to discuss the report. Tim will schedule a meeting.

Mango Security System – Tim presented the Selectmen with a proposal for their signature from Mango Security for the security system at the Public Safety Building. Proposal was signed.

Budget Schedule – Selectman Hatch distributed copies of the draft budget-meeting schedule for review and comments. She asked to have any recommended changes by October 18th.

Joint Gilmanton/Barnstead Selectmen's Meeting – Selectman Hatch said she had a visit from Jim Barnard, Chair of Barnstead Board of Selectmen, who had heard that our fire chief is retiring, and asked her to find out if the Selectmen would be willing to have a joint meeting with the Barnstead Board of Selectmen to discuss the possibility of fire department regionalization.

After a brief discussion, the Selectmen agreed to meet with the Barnstead Selectmen. Chairman Abbott felt the fire chiefs from Gilmanton and Barnstead, plus Gilmanton's deputy chief should be at the meeting. Rachel will help coordinate a meeting.

Elm Trees – Selectman Hatch informed the board that the elm trees that we had received for participation in the Earth Day Clean Up had been planted at the school and the Year-Round-Library on Saturday.

Conference Table – Selectman Hatch stated that the conference table the school had donated to the public safety building was delivered and set up last Wednesday.

Recycling Committee – Selectman Hatch said the recycling committee and recycling manager have been proactive in working with the school. She said recycling at the school has increased substantially, which has had the effect of increasing our recycling revenue and decreasing the school's expense for their compactor. Rachel said there are plans for future tours of the facility to be given to the school children.

Safety Building Open House – Chairman Abbott felt it is time to get information on the Public Safety Complex Open House into the papers. She also said she would like to turn the party for the open house over to the fire and police departments. The Selectmen would still do the marketing and advertising.

Radio Tower – Chairman Abbott said the concrete pad has been poured for the radio tower; we have to wait at least eight days until we can erect the tower.

Bushes and Shrubs - Chairman Abbott said she had picked up the shrubs and bushes from Noyes Fiber for the Safety Building site, and tomorrow she would be going with Mary Alice McCullough to buy three arborvitae. They will be planted next weekend.

Haas – Parsonage Hill Road – Chairman Hatch stated that she had not been present at the meeting when Mr. Haas had come in, and the selectmen had told him that there were to be no alterations done to Parsonage Hill Road. She felt that an email that had been received by each of the selectmen was a continuation of that discussion, and they should be very proactive with the “threat” implied in the email and that they make a decision tonight. Selectman Hatch said the decision they are making tonight is to stay with their original decision. Chairman Abbott added that when, and if, he begins work on the road, they would take measures to require him to stop. Tim was asked to contact legal counsel regarding the email.

Energy Rebate – We have not yet received the energy rebate.

CPR Classes – Tim said Lt. Beaudoin is willing to give additional CPR classes to employees who were not able to attend the last class.

Back Door – Academy – Tim said we had the option of a steel or fiberglass door for the back entrance door. He is getting prices on both.

Donovan Road – Chairman Abbott asked Selectman Guarino if Donovan Road had been staked out. He replied that he felt it would be done this week. She reminded him that he had said the same thing for the past two weeks. Chairman Abbott said it puts the Board in an awkward position when he doesn’t get it done, and she had received a phone call because the road is being worked on, when there wasn’t supposed to be any work done until after the road was staked. Don said there is just restoration of the side of the road; no work has been done on the road.

Approval of Minutes – The Selectmen reviewed the minutes of last week’s meeting.

MOTION – Selectman Guarino moved to accept the minutes of September 27, 2010 as amended. Motion passed 3-0.

8:15 pm – Selectman Hatch moved to Enter into Non-Public Session as 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 Guarino seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

8:32 pm – Selectman Guarino moved to come Out of Non-Public Session. Selectman Hatch seconded. Motion passed 3-0.

8:33 pm – Selectman Guarino moved to Enter into Non-Public Session as 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 Hatch seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

8:40 pm – Selectman Guarino moved to come Out of Non-Public Session. Selectman Hatch seconded. Motion passed 3-0.

MOTION – Selectman Guarino moved to seal the minutes of both of the above non-public sessions. Selectman Hatch seconded. Motion passed 3-0.

Donovan Road – Tim Warren said he had received a call from Terry Donovan about the culvert on Donovan Road that supposedly doesn't need to be there. He said, supposedly, the header over the culvert had been removed, and they felt it should be put back on so the culvert doesn't get crushed. The culvert Bryon McSharry put in on Gale Road had been crushed when logging had been done to clear the Morrill's lot. Also, the water bars that the Morrills had been told to remove from Gale Road are still there. Tim said Mrs. Donovan felt that since they live down there, they should also have some rights as far as what gets done to the road, and she asked why Don hadn't been out to stake out the road.

There was considerable discussion of what is being done to the road, the letter the Morrills had received from Erin Maltais giving them permission to work on the road in front of her property, how far the road should be staked, and if Selectman Guarino should step back from anything to do with the road. Don said he would like to stay with the project, as he has been involved since the beginning when he, Dave Clairmont, and Brian Forst had established the specifications for the upgrade of the road, and when the court mandated agreement had been made with the Morrills. It was agreed that Don could go with the road agent to stake the road, but it should be Paul's decision where the stakes should be, and that the whole road should be staked.

9:00 pm – MOTION – Selectman Guarino moved to adjourn the meeting. Selectman Hatch seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne
Recording Clerk

