

**APPROVED**

**Board of Selectmen  
25 October 2010  
Minutes**

**6:00 pm** – Selectman Hatch called the meeting to order. Present were Selectmen Rachel Hatch and Don Guarino, Town Administrator Tim Warren and Clerk Lois Dionne. Chairman Betty Ann Abbott was not in attendance.

Also in attendance were members of the Building Capital Improvement Study Committee, Steve Bedard, John Dickey, Michael Hatch, Marty Martindale, Tom Scribner and Israel Willard.

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

**Building Capital Improvement Study Committee** – Selectman Hatch thanked the members of the committee for the many (approximately 175) hours of hard work they had put into inspecting all the town-owned buildings, and preparing a report for the Selectmen recommending repairs and improvements they felt would be necessary for each building. The recommended repairs ranged from small repairs, such as fixing a hole in the furnace room window to installing high quality storm windows with low-e glass on all the windows in the academy building.

Building Chair Tom Scribner said the committee had come away with a sense of what the community needs to do, and, hopefully, the Selectmen could find ways to do those things. He felt a standing committee would be helpful, and would take a lot of pressure off the Selectmen. Mr. Scribner stated that being proactive with preventative maintenance was a key to preserving the buildings; most of the recommendations were not “big ticket” items.

One of the major recommendations was repairing, rather than replacing, the windows in the Academy Building. Another recommendation was creating the position of Town Facilities Manager, who would have hands-on responsibility for smaller, routine maintenance and repair jobs and would provide oversight and supervision on larger projects that need to be contracted out.

The committee recommended that the Selectmen consider establishing a permanent Town Buildings Committee to work with the Board, Facilities Manager and Town Department Heads. Using volunteers whenever possible was also recommended.

John Dickey pointed out that the recommendations in the report had been the unanimous decision of all the committee members.

Selectman Guarino felt the cost of hiring a facilities manager might not be cost effective. Large repairs have to go out to bid, and he questioned whether having the small repairs contracted out would cost as much as hiring a facilities manager. There was a brief discussion with opposing opinions; the selectmen will discuss the issue, along with other recommendations in the report.

John Dickey stated that, even though the police department will be moving out of the old town hall, the building is still used, and the town should keep up repairs on the building such as painting, repairing the roof and keep it heated to a minimal level. There should be no attempt to do anything with the second floor until, and unless, future use should warrant it. The consensus was the building is an asset to the town.

It was recommended that no major expenditures be made at the recycling center until a decision is reached on the best long-term way of handling recycling.

Selectman Hatch thanked the committee members for their hard work and for meeting with the Selectmen tonight.

### **FYI's & Other Business**

**Safety Building** – Selectman Hatch stated that the Corners Fire Department has moved into the new safety building, and the Police Department is slowly moving in.

**Crushed Glass** – LGC has determined that there would be no liability for the town to allow contractors to use the crushed glass from the recycling center.

**Joint Selectmen's Meeting** – The joint meeting of the Gilmanton/Barnstead selectmen will take place on November 8<sup>th</sup> at 6:00 pm.

**Rollins Pond Dam** – A 1989 letter from the State indicating ownership of the Rollins Pond Dam was found in the files. Tim sent a copy of the letter to the State, after which he received a call from Mark Stevens telling him that the State has determined that it belongs to the Bosiak heirs.

**Code Issues** – Two out of three code enforcement issues that have been being worked on have been completely cleared up, and progress is being made on the third one.

**Accounting Review** – MRI should be doing the accounting review within the next two weeks.

**Tires – Backhoe** – The tires on the backhoe will be replaced before winter.

**Besse Burial Ground** – Candace Daigle had been asked to meet with the Selectmen to clarify a couple of issues before they made a decision about having a warrant article at town meeting asking the town to accept the Besse Burial Ground as a town cemetery. Tim said Candace couldn't make tonight's meeting, but he had put the Selectmen's questions before her. One question was if Mr. North should go before the planning and zoning boards before town meeting. The second question was if the town takes over the burial ground, do other residents have the right to be buried there.

Candace said Mr. North could go before the boards either before or after town meeting; acceptance would not occur until conditions of the boards had been met. Tim said Mr. North had indicated to him that he wanted to get everything done before Town Meeting. The burial ground is closed; there can be no more burials because it is full. If the Town accepts the cemetery, funds would be given to the Town for maintenance.

**Public Input** - No one was present for public input.

**Gale Road** – Tim said Erin Maltais, who had previously met with the Selectmen about upgrading a portion of Gale Road for the purpose of getting a building permit, would like to upgrade the section of the road to Class V excluding pavement. After a brief discussion, the Selectmen agreed that they need to stick to Gilmanton's Class V road standard that says that any road that is brought up to a Class V standard has to include paving. Tim will notify Mrs. Maltais.

**Landfill Mowing Bids** – Three bids were received for the mowing of the landfill cap at the recycling center. They were as follows:

Tops in Crops	\$650.00
RM Daigle Construction	695.00
Dolloff Lawn Care	925.00

**MOTION** – Selectman Guarino moved to accept the bid from Tops in Crops to mow the landfill cap. Selectman Hatch seconded. Motion passed 2-0.

**Tree – Greeley Farm Road** – Selectman Hatch stated that the First Student Bus Company has concerns about a tree at the intersection of Rte 140 and Greeley Farm Road that blocks a driver's view. She said there has been a dispute as to whether the town or state owns the tree. Rachel will ask the bus company to mark the tree, and Tim will have the road agent look at the tree.

**Recycling Committee** - Selectmen Guarino reported that the Recycling Committee is looking for direction from the Selectmen. He said they don't want to have to rush to get a recommendation by January for town meeting; they are all willing to stay on the committee as long as it takes to come up with a decision. Don said there are more people

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and groups they would like to meet with before making a decision. He felt the last meeting had been a very good meeting.

**Recycling Budget** – Tim said the recycling budget would not be as low as anticipated because the tipping fee is going up; we don't have the amount of the increase yet.

**Budget Committee** - Selectman Hatch said the budget committee would like to have their meetings at the Academy Building rather than the old town hall this year. They (budget committee) picked members to meet with department heads to review the capital and non-capital reserve funds and Capital Improvement Plan. They have set a meeting for November 18<sup>th</sup> to discuss budget formatting.

**LCHIP Grant** - Selectman Hatch said the Cupola Committee had met with two members of the LCHIP Grant Committee last Friday. They were impressed with our enthusiasm and the beautiful building, but the comment was made that we didn't need the cupola to have a functioning building. The grant committee meeting will be meeting the second week of November, and we should know if we receive the grant by the third week of November.

**Crystal Lake Farms** - Tim said Mr. Rague had brought in an application for a four-lot subdivision off Crystal Lake Road. The application is still being reviewed.

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

**MOTION** – Selectman Guarino moved to accept the minutes of October 18, 2010 as presented. Selectman Hatch seconded. Motion passed 2-0.

**7:37 pm - Adjournment** – **MOTION** – Selectman Guarino moved to adjourn the meeting. Selectman Hatch seconded. Motion passed 2-0.

Respectfully submitted,

Lois Dionne  
Recording Clerk

