

**Board of Selectmen  
16 March 2009  
Minutes**

**6:00 p.m.** – Selectman Rachel Hatch called the meeting to order. Present were Selectmen Rachel Hatch and Betty Ann Abbott, Town Administrator Tim Warren and Clerk Lois Dionne. Chairman Don Guarino arrived at 6:04 p.m. Also in attendance was Candace Willard.

After attendance, everyone stood for the Pledge of Allegiance.

**FYIs**

**DOT Meeting** - Tim informed the Selectmen of a meeting that the Department of Transportation (DOT) would be holding to discuss major events at the speedway. The meeting will be held on Thursday, April 9<sup>th</sup> at 1:15 p.m. at the Highway Design Conference Room in the John Morton Building in Concord.

**Tonnage** – Tim reported that the tonnage the Recycling Center sent to Penacook for February was 81.2 tons.

**Meals & Rooms Tax** – Tim reported that the Governor had reinstated the Meals & Rooms Tax, so Gilmanton will be receiving revenue again this year; last year we received around \$100,000.

**Nate Abbott – Belknap County Economic Development Council (BCEDC)** – Nate Abbott informed the Selectmen that there had been an informal community meeting to discuss economic development with Jennifer Boulanger, and carry on with some of the things that he had discussed previously with the Selectmen about the opportunities to create an economic development project in Gilmanton. The meeting was held on February 25<sup>th</sup> at the Funk Residence. In attendance at the meeting, along with John Funk and Deborah Chase, were the Rondstadts and Dave Nagel. These are a group of residents who live in the vicinity of the properties in the Corner that Jennifer Boulanger had expressed an interest in exploring for an economic development project. Nate stated that after his previous meeting with the Selectmen, he had conversations with members of the council, and Jennifer had spoken with individuals who it was felt might be interested in the project; they got fairly positive feedback. Nate said no one had previously brought the Rondstadts into the discussion, so they felt it would be better to meet on a casual basis with Jennifer. Nate said the Rondstadts expressed a lot of positive feelings on the project, and Dave Nagel had been very impressed with the idea of making something happen in the Corners.

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Nate explained, for the record, that after introducing himself as the Town's delegate to the BCEDC, he had met with Jennifer Boulanger and had introduced her to Gilmanton, as she had never met with anybody to discuss Gilmanton after taking over the position of executive director of the council. He said after reviewing the map of Gilmanton, and talking about assets of Gilmanton, she had felt the Historic District presented a potential opportunity for the use of some of the funds the council is able to make available to municipalities for a rural economic development loan program. Nate explained that this is good for the town because it is money that is loaned out to a town for specific projects that can create jobs in a community. There is a benchmark of jobs in the community, and a requirement for matching funds from private parties. When the loans are paid back, the funds can be used for other projects, so it winds up being a standard loan fund overseen by the BCEDC; there are federal guidelines attached for use of the funds.

The properties in discussion are the Rondstadt Property and the Brick House. Nate said they understand that there is potentially a transaction for the Brick House, and they would like to go ahead and try to have a charette, and make a public invitation to all the people who had expressed an interest, and also to a wider net. He said there are different avenues for preparing a charette; some on a grant basis. He said their intention is to do this at no cost if possible. They want to get community and professional involvement as well as through the BCEDC; they are hoping for April or May. Nate said he was here tonight to get the Board's approval in scheduling that (charette).

Selectman Abbott asked Nate to explain what happens at a charette. Is this a facilitated brainstorming or what? Nate said, in the case of what is being discussed here, is that there are three standing commercial properties in the Corner, the Brick House, the Tavern and the Corner's Store, and as there is no intention of altering any of the buildings, they would bring as many graphics, maps and as much information as possible together to present a visual idea of what is being discussed for the location, and it is a brainstorming session where people would have the opportunity to say what they would and wouldn't like to see, and people who might be interested in taking some developmental action would be able to determine the sentiment of a wider group. Nate said no one has spoken with Craig at the Corners Store, but he would take care of that.

There was discussion on who should be invited, and Nate said a charette is open to everyone, and the more the better; members of HDC, Planning Board, ZBA and any residents who would like to come; it will be publicized. The Selectmen gave their approval to go ahead on the project.

**Boards & Committees** – Each year after Town elections, the Selectmen elect a chairman and also determine which board and committee they will sit on as Selectmen representatives.

**MOTION – Selectman Abbott moved to nominate Rachel Hatch as Chairman for the Board of Selectman. Selectman Guarino seconded. Motion passed 3-0.**

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Decisions for boards and committees are as follows:

Planning Board – Don Guarino  
HDC – Rachel Hatch  
Budget Committee - Betty Ann Abbott  
Recycling Committee - Betty Ann Abbott  
TAC – Don Guarino

**Proposed Land Purchase** – Selectman Abbott asked if anyone had contacted the realtor with the result from Town Meeting on the proposed land purchase for the police station. Rachel and Don both stated that they had been contacted, so the realtor knows the warrant for the land purchase was defeated.

**Upgrade of Gale Road** – Erin and Seth Maltais had previously come before the Selectmen requesting to upgrade a Class VI road (Gale Road) in order to obtain a building permit. They had requested to meet with the Selectmen tonight to discuss it further.

Seth said they had been talking with people and going over their options for the road. He said the Selectmen seemed to be pretty stern with sticking with their stipulations on Class V standards. Seth said it is becoming impossible for them to do that; the cost alone is ridiculous. He said he had spoken with a couple of different lawyers to see what their options were; they had brought some of the paperwork from the Morrill case, and the lawyers seemed to feel that the Maltais might have the same situation case wise, and asked if there was anything they could work out with the Selectmen without going to court.

Selectman Guarino explained that the courts had asked the Town of Gilmanton to mediate the Morrill case, so he and Selectman Abbott had met with the mediator. He said they had been asked if, rather than going to court, they could reach an agreement with the Morrills. They had come to an agreement, but the standards that had been set by the Board of Selectmen and the specifications for the upgrade of Donovan Road were the specifications that the Morrills have to deal with. Don felt that as the Maltais are one of only two properties in Gilmanton that are in the situation of already having a dwelling on a class VI road (the other being the Morrills), the standards set forth for the Morrills would most likely pertain to the Maltais. Chairman Hatch wanted to be careful that they wouldn't be setting a precedent. After further discussion, the Selectmen agreed to table the discussion until they have had a chance to look into it and discuss the matter further among themselves. They will get back to the Maltais with their decision. Mary Ann Morrill was present to support the Maltais request.

**Morrill Case** - Mary Ann Morrill stated that she has been waiting to have all the notations removed from their deed after the mediation. She said Attorney Mitchell had said he would draft the deed. Chairman Hatch felt that Mrs. Morrill's attorney should

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contact Attorney Mitchell. Selectman Abbott said her recollection was that the two attorney's had shaken hands, and said they would take care of it. Tim said the Selectmen would be meeting with Attorney Mitchell later this evening, and he would bring the matter to Walter's attention.

**Year-Round Library** – Tim had a letter from Liz Bedard of Gilmanton Year-Round Library Association regarding an idea that had been presented at the February 7<sup>th</sup> Budget Committee meeting of using the front portion of the Year-Round Library lot as the site for a new police station. The letter indicated that Liz had brought the idea before the Board of the Gilmanton Year-Round Library Association, and it was thought to be an interesting concept they would be willing to discuss further.

**Safety Building Site work** – Selectman Abbott asked who it was who had said they would do site work on the property for a safety building in the corners for free. Tim replied that Robert Potter, Sr., and Brett Currier had both offered, and they had felt there were enough contractors in town that the site work could get done.

There was a brief discussion about the need to get started on the site work. Chairman Hatch said that the general feeling at Town Meeting was that the building in the Corners is to be a safety building, and we need to get started. Selectman Abbott felt we need to move forward, and she said if the plan for a building like the Salisbury building is a good enough plan to apply for a stimulus grant, it is good enough to use if we have to bond the project. Selectman Abbott felt there should be a work session with the fire and police chiefs, and it would be a good idea to go view the Salisbury building.

Selectman Guarino said he had spoken with the department in Concord who is handling the stimulus money, and he (Don) had given the fire chief the information to get in touch directly with the department in Concord. There was also discussion of getting in touch with Paul Hoades, Kathy Sgambati, Carol Shea-Porter and Deb Chase to see if they could get some momentum behind the stimulus grant.

### **Public Input**

Candace Willard was present because her husband had been under the impression that there was to be a hearing tonight at 6:00 to discuss the renaming of Bean Road. It was explained that the hearing is to be held on March 30<sup>th</sup> at 6:00.

There was a brief discussion about which end of the road would be renamed. That will be determined at the hearing.

No one else was present for public input.

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**More FYIs & Other Business**

**Bass Tournament Parking** – Tim had a letter from the White Mountain Bass Club requesting permission to allow parking near the ball field at the beginning of Boat Ramp Road. The tournament will be held July 11, 2009 from 4:00 p.m. until Midnight. Tim explained they have been granted permission in previous years. Lois will check with Gary Lines to make sure there are no activities planned at the park on that date, and will get back to the Bass Club.

**Lower Gilmanton Library** – Tim noted that last year we didn't have a trustee for the Lower Gilmanton Library, and we didn't have anyone interested in running for the position, but we did have some write-in votes. He asked if we should contact any of these people to see if they are interested.

Don said he had heard the library was defunct. The library is located in the Kelly barn, and Chairman Hatch said we should find out if the Kelly's want it, and if not how to dissolve it. Betty Ann asked if the library is being operated. Tim said he had heard that the Kelly's didn't want the library in the barn any more, but he doesn't know how you would go about dissolving the library. Selectman Abbott felt we should contact Carol Mitchell, former trustee, and the Kellys, and if the library is not operating, maybe the books could be distributed among the other libraries.

**Community Action Program** – Tim informed the Selectmen that he had received a call from Bob Adams of Community Action Program asking if their yearly appropriation had been approved, and thanking the Town for the support in the past.

**Approval of Minutes**- The Selectmen reviewed the minutes of their last meeting.

**MOTION – Selectman Abbott moved to accept the minutes of March 2, 2009 as drafted. Chairman Hatch seconded. Motion passed 2-0. Selectman Guarino did not vote, as he had not been present for the majority of the meeting.**

**Bids -Carpeting – Selectmen's Office** – Tim reported that he had received two bids for replacing the carpeting in the Selectmen's office. They are:

Bailey Carpeting of Concord - \$3,840.

Holmes Flooring & Cabinetry of Chichester - \$3,892.30.

There was a brief discussion of the bids, and the service given while obtaining the bids.

**MOTION – Selectman Abbott moved to award the bid to Holmes Flooring and Cabinetry to replace the carpeting in the Selectmen's Office. Selectman Guarino seconded. Motion passed 3-0.**

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**Bids - Roof over Glass Bin – Recycling Center** – Tim said they had received the following bids to erect a roof over the glass bin at the recycling center:

DHL Construction	\$3,442.81
Schneider Enterprises	3,500.00
Joe Hempel Construction	5,289.52
J.R. Stockwell	3,592.00

There was discussion of the bids. Selectman Guarino will review the bids with the contractors for clarification on some points this week, and then the Selectmen will make their decision. Selectman Abbott said she would recuse herself from the decision because of her friendship with the Hempels.

**7:30 p.m. – The Selectmen suspended their meeting to meet with Town Counsel.**

**8:35 p.m. – Concluded meeting with Town Counsel.**

**8:36 p.m. – Break**

**8:50 p.m. – Back in regular session**

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

**Amend Minutes of February 9, 2009** – It had been brought to the attention of the Selectmen that the Minutes of February 9, 2009, showed that the Selectmen had entered into a non-public session at 8:28 p.m. at the request of Brett Currier. It was pointed out that a motion had been made to enter the non-public session, but it had not been seconded or voted on.

The matter was checked into, and it was discovered that the non-public minutes and the notes taken at that meeting showed that the motion had been made to enter into non-public session by Selectman Abbott, seconded by Selectman Hatch and had received a vote of 3-0 to enter the non-public session. This information was inadvertently omitted when the minutes were being typed.

**MOTION** – Selectman Abbott moved to amend the minutes of February 9, 2009 to reflect that Rachel Hatch had seconded her motion to move into Non-public Session per RSA 91-A:3, II(a), which had been inadvertently left out of the minutes, although it had been in the notes of the meeting, and that the motion had received a vote of 3-0 to enter the non-public session. Selectman Guarino seconded. Motion passed 3-0.

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**Hoyle-Tanner-Engineering Firm-** Tim had a postcard he had received today informing us that Hoyle-Tanner Assoc. (an engineering firm the Town uses) was awarded the 2009 Engineer of the Year Award.

**Results of Town Meeting** – Tim reported that Budget Chairman Stan Bean had met with him this morning, and they had gone over the results of Town Meeting; they both had the same bottom line number for the budget. The bottom line figure is \$3,631,325. Tim said this number takes into account all the reductions in the capital reserve lines, and the reinstatement of the Town Clerk's budget, as well as the raises for her department, and the reduction in the building department budget. Tim added that the only line in the building department budget to cover that reduction is in the Building Inspector's salary.

Tim said he had spoken with Bob, and Bob had said the two days a week he would like to work are Monday and Wednesday. Tim said that seemed to be what would work best.

There was discussion about what was intended by the vote at Town Meeting in the reduction of the Building Department budget, and if it should be the Selectmen's decision as to whether the Town needs Bob's services three days a week. After discussion, it was unanimously decided that the Selectmen would honor what was voted at Town Meeting, and have Bob reduce his work schedule to two days. Beginning this week, Bob will work on Mondays and Wednesdays.

**Monthly Department Head Meetings** – Chairman Hatch noted that the Selectmen used to meet with department heads on a monthly basis, but had gotten away from that. She said she would like to reinstate those meetings.

**Road Conditions** – Tim said he had received a call from a lady on Sargent Road who said she had never seen Sargent Road this muddy; she realizes it is Spring, but has never seen such deep ruts on the road. Tim said he mentioned to her that spring conditions had come quickly, and most of the dirt roads are having problems, but the highway department is trying to take care of the problems. Tim said the lady asked to have someone take a ride down Sargent Road to see what she is talking about; it isn't just the mud, but when gravel was brought in to fill the ruts, they dumped it, and it wasn't spread right away, so you have "speed bumps" from the gravel on the road. After a brief discussion, Selectman Guarino said he would take a look at the road.

**Bids – Fence at Recycling Center** – Tim informed the Selectmen that we had received two bids for fencing at the Recycling Center. They are:

East Coast Rent-A-Fence of N.E. – Gilmanton	\$10,439.25
Custom Gates & Fence – Gilmanton	10,550.00

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The Selectmen reviewed the bids, and there was some question about the gates. Don will contact each of the contractors to clarify their bids; then the Selectmen will make their decision.

**Boards & Committees** – Tim informed the Selectmen that the terms of some members on different committees are due to expire, and asked if they wanted to just reappoint them, or if they should meet with them. The Selectmen felt they should meet with the members, if they wish to be appointed, but the positions should also be advertised before reappointing members. Anyone interested in applying to serve on Town Boards or Committees should send a letter of interest to the Selectmen's Office by Monday, April 6<sup>th</sup>. Tim said we have received a letter of interest from a lady interested in serving on the Parks & Rec Committee. We will set up an appointment for an interview.

**Work Session** – The Selectmen will hold a work session to discuss road issues on Monday at 5:30 p.m. before their regular meeting at 6:00 p.m.

**Painting – Academy Building** – Selectman Guarino stated that he wanted the painting of the Academy Building to go out to bid. Tim said we had already received a bid from the individual who had done the painting previously, but we would put it out to bid. Don stated that he wanted to be sure whoever is awarded the bid furnishes us with a certificate of insurance. He said he would help write the specifications for the bid.

**Computers** – Selectman Abbott asked if we needed to put the new computers for the Police Department out to bid. She asked how that would work if we use someone else to supply the computers when we have a contractor we use for support for our computers. It was suggested that we might be able to bid for the hardware, have our support contractor install and support the system.

**Police Dept. Phones** – Chairman Hatch asked what the status was for the new phones for the Police Department, and if we have money for them. Tim replied that the phones have not yet been put out to bid, but we have money for them in the Town Hall maintenance budget.

**Fee Changes** – Tim informed the Selectmen that Lynne Brunelle, Planning Board and Annette Andreozzi, Zoning Board had been reviewing the fee schedules for their departments. He said the current fees are not covering the cost the departments expend for abutter notifications, recording fees etc. Lynne and Annette have come up with a change in the fee schedule, and the Selectmen should review them next week.

**Recycling Center Fees** – Chairman Hatch noted that the fees at the Recycling Center had not been increased since 2001, and wondered if they should take a look at those fees too. Tim said Justin Leavitt, Recycling Manager, had asked about instituting a fee to dispose of the small propane tanks that are used for tabletop grills. After a brief



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discussion, it was unanimously agreed that this is not a good time to be looking at raising or adding more fees at the Recycling Center.

**9:45 p.m. – MOTION – Selectman Abbott moved to adjourn the meeting. Selectman Guarino seconded. Motion passed 3-0.**

Respectfully submitted,

Lois Dionne  
Recording Clerk