

APPROVED

**Board of Selectmen
7 December 2009
Minutes**

6:00 p.m. - Chairman Rachel Hatch called the meeting to order. Present were Chairman Hatch, Selectmen Betty Ann Abbott and Don Guarino, Town Administrator Tim Warren and Clerk Lois Dionne. Also in attendance was Road Agent Paul Perkins.

After attendance, everyone stood for the "Pledge of Allegiance".

Highway Budget - Paul Perkins and the Selectmen reviewed the highway department budget. The major increases were for electricity, diesel fuel, plowing services. There were slight increases in some line items, and decreases in others. The overall operating budget stayed within the 2% guideline that had been requested of the department heads.

There was also a discussion regarding the lighting at the highway garage at the GYO Park, the lights in the Iron Works, and streetlights that had been removed on Crystal Lake Road. Don and Paul will get together to discuss the lighting further, and then will contact the Co-Op.

Library Trustees – The library trustees had requested to meet with the Selectmen to discuss the responsibilities of the trustees. Present were Alice & Stan Bean, Phyllis & Wilbur Buchanan, Anne Kirby, Bill & Barbara Angevine, Sheila McDermott, Linda Hudziec and Martha Levesque.

Anne Kirby stated that the three library trustees (Anne, Alice & Phyllis), Sheila McDermott of the Iron Works Library Board of Directors, Martha Levesque, Sue Christie, Barbara Angevine, Liz Clark and Linda Hudziec from the Corners Library, and Carolyn Baldwin from the Year-Round- Library Board (YRL) had met with Tom Ladd from the State Library System on November 24th to clarify the role of library trustees in town because they learned that Gilmanton has been doing it wrong. Anne said all the information had been based on Statute 202-A:2.

Anne informed the Board that the trustees had officially closed the Lower Gilmanton Library. They have cleaned off the shelves. There are a few boxes of books left, which she felt they would put in a book sale. There was \$543 in the account; that will be returned to the town.

Anne said, at the meeting, they had reviewed the history of the libraries, and what constitutes a public library. Tim read from the Statute the definition of a public library. “Public library shall mean every library which receives regular financial support, at least annually, from public or private sources and which provides regular and currently useful library service to the public without charge.”

Anne said all the libraries in Gilmanton are “public” libraries because they are open for all the public. The Corners Library has been accepted as a “town” library in a town building for years. The Iron Works Library is a 501-3c public charity. The YRL is also a 501-3c, public charity, but there has been no funding, at this point, for that library.

Anne said they had learned that the three library trustees are not assigned to any one library, but are to oversee the “town library”, which is the Corners Library. The Iron Works Library is a “public” library, but not a “town” library because it is privately owned and they have their own board of directors who oversee their library. She said they also learned that when trustees are elected, they would no longer be elected for a particular library, but strictly as a library trustee. Trustees help manage the town library so it best meets the needs of the community. If there were a board of directors for the Corners Library, we would not need to have any library trustees, but if, in the future, the town absorbed the Iron Works Library, the trustees would be in charge of that library also.

Funding for the libraries will also have to be done differently. We should continue to fund the Corners Library as we have been doing, but the Iron Works Library should be treated the same as an outside agency, and send a written request for an appropriation.

Anne stated that the trustees want all the libraries to work together for the betterment of the town.

Public Input – No one was present for public input.

FYIs & Other Business

Clerical Support – Conservation Commission – Tim informed the Selectmen that Desiree Tumas would work to provide clerical support for the Conservation Commission. Desiree has had previous experience on a conservation commission. She has already talked with Conservation Chair Nanci Mitchell.

Amendment – Tim said he had spoken with Town Counsel regarding the amendment to the Morrill Plan. He said Walter had told him that the changes should be outlined in a letter to the Morrills, and the Morrills and Selectmen should sign it. We are within our legal rights to make the change.

Surplus Office Equipment – Tim informed the Selectmen that when he had been at the Municipal Conference in Manchester, there had been a vendor (Surplus Office

Equipment) who deals in new and used office equipment. He asked permission from the Selectmen to purchase a “fireproof” file cabinet to store personnel records. He can get a used one delivered for \$800.

After a brief discussion, the Selectmen agreed that Tim should take the money out of the Non-Capital reserve for office equipment to purchase the file cabinet.

Ceiling Insulation – Tim informed the Selectmen that Bill Booth had insulated the ceiling in the furnace room today. This will help control the heat in the town clerk’s office.

Snow Shoveling Bids – Last week the Selectmen had opened the snow shoveling bids. There was a question about when, and how often the walks would be shoveled during a storm. The bids were:

Bill Booth Construction	\$90 per storm for both the Academy & Old Town Hall
Four Corners	\$75 per storm for both the Academy & Old Town Hall

After considerable discussion the Selectmen awarded the bid.

MOTION – Selectman Abbott moved to accept the bid from Bill Booth for removal of snow from the walkways at the Academy Building and the Old Town Hall. Selectman Guarino seconded. Motion passed 3-0.

Holiday Dinner – Tim informed the Selectmen that they had received an invitation to a senior citizen holiday dinner at the Gilmanton school cafeteria on December 17th at 1:00 p.m. The dinner is sponsored by the Gilmanton School PTA, and hosted by the fifth graders.

Easter Seals Program – Tim had a letter from Easter Seals informing the town of a service (Caring Companions) offered by Easter Seals of NH. Caring Companions provides non-medical, in-home services to the elderly, chronically ill and disabled. It is a statewide program that provides personal care, housekeeping, meal preparation, transfer and mobility assistance, and transportation to appointments or other errands to those in need.

Caring Companions accept Medicaid, private insurance, Veterans funding, Respite Grants and private pay at the current Medicaid reimbursement rate of \$18.00 per hour.

They will meet with large and small groups to discuss the services available to seniors.

Outside Service Request – Tim informed the Selectmen that we had received a request from a new outside agency this year. It is from CASA (Court Appointed Special Advocate).

Bond Rates – Tim noted that Selectman Abbott had asked him to get updated bond rates. He said Tammy from NH Municipal Bond Bank had informed him that last week's bond sale had resulted in a 10-year interest rate of 2.62%, and a 20-year rate of 3.56%.

Best Way Proposal – Justin introduced Mark from Best Way who had to cancel last's weeks scheduled meeting due to illness. He asked that Mark be allowed to speak to the Selectmen before they discussed his budget.

Mark stated that he has been doing Gilmanton's C&D disposal for the past few months, and has been saving the town money. He said they would also like the opportunity to do the compactor. Mark said all their boxes are out now, so they would have to buy a new one to do Gilmanton. In order to expend the money for a new container, he would want a three-year agreement with Gilmanton to haul our trash. He had a couple of different prices based on whether Gilmanton bought a spare container, so they would only have to do a one-way haul, and return the box when they came for the next pick up.

The Selectmen are waiting for a proposal from Waste Management, and will then discuss further the two proposals before making a decision.

Recycling Budget – The Selectmen reviewed the recycling center budget with Justin Leavitt. There was a big increase (\$50,000) for next year for incinerator fees in Concord. Tipping fees are also up. These are fixed fees, and are something over which the town has no control. Justin also has to have a concrete pad under the metal pile, which will cost about \$25,000. This is state mandated. These fees increase Justin's budget by about 25%.

There was a lengthy discussion on the need to implement a mandatory recycling or pay-per-throw program, which will be presented on a warrant at town meeting. This is the only way to try to control the escalating costs of disposing of our trash. There will be informational meetings and notices for residents before town meeting to explain the importance of recycling. Justin felt that once one of these programs is in place, he would like to see the recycling attendants helping the residents more when they come in to dispose of their recyclables, as they used to do.

8:13 p.m. – Break

8:16 p.m. – Back in Session

8:17 p.m. - Enter into Non-Public Session as per RSA 91-A:3, II(a)

Selectman Abbott 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 recycling personnel issue with Justin Leavitt.

8:30 p.m. – Out of Non-Public Session

Selectman Abbott moved to come Out of Non-Public Session. Selectman Guarino seconded. Motion passed 3-0.

Pre-Bid Meeting – Chief Lockwood met with the Selectmen to discuss the pre-bid meeting for the safety building, which is to be held next week.

New Firefighter – Chief Lockwood informed the Selectmen that he had hired Donald Pickowicz as a full-time firefighter. He will be sworn in at the Selectmen's meeting next Monday, December 14th at 6:00 p.m.

Town Clerk – Budget – The Selectmen reviewed the town clerk/tax collector's budget with Deb Cornett.

There were a few minor changes to the budget request. The operating budget increase stayed within the requested 2% guideline.

Rachel stated that she and Deb had discussed the school sharing election expenses. The school would pay for their own ballot, which has to be a separate color from the town ballot, and they would pay half the cost of the chip that is needed to program the ballot machine. They will also pay half the cost of serving lunch and dinner to the election workers. Someone from the school will also have to be present on Election Day. Rachel will be working as school clerk with Deb.

Mold – Tim reported that Scott Larson would be looking at the mold problem in the basement of the Academy Building, and would give us a price for its removal.

Paid Holidays – Chief Lockwood was concerned about the way the fire department is paid for holidays. It was explained to him that the fire department always gets paid differently from other town employees because of their scheduling, not only for holidays. Tim will discuss the issue with LGC to be certain we are handling it the right way.

Rural Conservation Development (RCD) – Chief Lockwood informed the Selectmen that a representative from RCD, which is a USDA company funded through Homeland Security, would be coming Wednesday to start the process of mapping the town for emergency water supplies. He said this would be added to our all-hazard mitigation plan, which would make us eligible for more federal money for hydrants, etc. KG said they also do engineering of dry hydrants for \$300 per hydrant, which is 10% of what the cost

is to do it commercially. The mapping is free, and we will receive a plan of what we have and what they feel we should have.

9:32 p.m. Enter into Non-Public Session as per RSA 91-A:3, II(a)

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 Abbott seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue with Town Clerk Deb Cornett.

10:06 p.m. – Out of Non-Public Session

Selectman Abbott moved to come Out of Non-Public Session. Selectman Guarino seconded. Motion passed 3-0.

MOTION – Selectman Abbott moved to seal the minutes of the above non-public session.

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

MOTION – Selectman Abbott moved to approve the minutes of November 30, 2009. Selectman Guarino seconded. Motion passed 3-0.

10:10 p.m. – Motion – Selectman Abbott moved to adjourn the meeting. Selectman Guarino seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne
Recording Clerk