

**Board of Selectmen
14 July 2008
Minutes**

6:01 p.m. - Chairman Don Guarino called the meeting to order. Present were Chairman Guarino, Selectman Betty Ann Abbott, Town Administrator Tim Warren and Clerk Lois Dionne.

Selectman Rachel Hatch was absent due to a broken ankle.

After attendance, everyone stood for the Pledge of Allegiance.

Doug Kapplain – Personnel Issue – Present were Recycling Manager Doug Kapplain, Recycling employees, Thomas Teague, Fred Zajchowski, and Justin Leavitt. Also present were Lois Kapplain and Francis White. Selectman Hatch joined the meeting via a conference call for this portion of the meeting.

Recycling Manager Doug Kapplain had requested to meet with the Selectmen regarding a written warning he and Tom Teague had received stating that they were seen working at the recycling center not wearing the proper attire on June 21, 2008. *(Personnel issues are usually discussed in a non-public session, but Doug Kapplain requested that this be a public hearing.)*

The written warnings had been in response to a safety policy set in place by the Selectmen that requires the recycling center employees to wear long pants and a florescent colored tee shirt or a safety vest with reflective strips (the town supplies the tee shirts and the vests). Selectman Hatch had reported seeing Doug and Tom without the proper attire.

Doug stated that he had not been working the date in question, and that Tom, who had been reported to have been wearing shorts, had indeed worn long pants. Tim Warren had time sheets for the date in question, and verified that Doug had not put down any hours for that Saturday.

Rachel stated that she could have been mistaken about the date, and it could have been the week before. Doug stated that the policy regarding the clothing had not been in effect the previous week.

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After a brief discussion, the Selectmen agreed with Selectman Abbott that since the Selectmen could not corroborate the date of the incident, the warning letters would be removed from both Doug's and Tom's files. Selectman Abbott also apologized, on behalf of the Selectmen, to Doug and Tom, but informed them that if in the future, they are seen without the proper attire, they would be told about it at the time so there would be no future mistakes, and it would go in their personnel file.

The conference call with Selectman Hatch was ended at this time.

FYIs & Other Business

Hazardous Waste Disposal (Medical) – Tim said he had received a note from Brenda McBride informing us that the Town of Gilford has been approved to accept unwanted medications at their Hazardous Waste Day on July 26th, so Gilmanton residents could take their unwanted or unused prescriptions to get rid of them. He said the prescriptions have to be in the original container with the name of the drug and the dosage. Tim said there would be a police officer and a licensed pharmacist present to make certain the drugs are disposed of properly.

Trees from Earth Day Participation – Tim informed the Selectmen that our two trees from participating in the Earth Day Celebration had arrived, and they had to decide where they wanted them to be planted.

After a brief discussion, the Selectmen, on a suggestion from Tim Warren, felt it would be a good idea to plant the trees on Rt 140 on the Town Hall side of the road starting with what used to be the Jhanle property. Tim will contact the property owners to see if they approve.

Election Day Meals – Tim informed the Selectmen that they weren't having the church prepare meals for the special election; the crew working the election is too small. He noted that the interviews for fire chief would also be held the same day. Tim said we usually provide sandwiches or pizza for members of the review board, and it was decided that we could send out for pizza or sandwiches for the review board and the election workers.

Recycling Center – Walkie-Talkies – Tim informed the Selectmen that the walkie-talkies had come in, and they had been distributed to the employees at the center.

Co-op Health Insurance – Tim noted that while he was on vacation Lois had brought to the attention of the Selectmen that Barnstead and several other towns were forming a co-op to get insurance through LGC and felt there could be a significant savings; Gilmanton was asked to join the co-op, and the Selectmen had asked that Tim find out more about it.

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Tim said he had talked with a gentleman from Center Barnstead regarding the health insurance, and had also spoken with Gilmanton's representative from LCG, who is also the representative that the co-op is speaking with. He said what would happen is LGC will do a quote for a combination rate with everyone coming in as one group with over a hundred people. Tim said our LGC representative had said there was good and bad to getting insurance through a co-op. The good is that there may not be as many claims from some of the other towns, so that could bring the rate down, but it could hurt you if there are more claims. He said LGC needs a letter from Gilmanton requesting that we be quoted in a combined rate with those other towns by August 1st. We don't have to go by the combined rates, but if we do, we are locked in for two years. Tim said that there would be a meeting with all the towns to discuss this with a representative from LGC next Wednesday evening. He added that it is felt there could be a cost reduction of 10% to 15% for the same coverage.

Striping – Recycling Center – Tim informed the Selectmen that he had met with Lance Cote from Cote Parking Lines who is going to stripe the recycling facility parking lot, and is also going to restripe the lines for the handicap parking in back of the Academy Building. Tim said that he and Mr. Cote had also gone over to the Iron Works, and that Mr. Cote is going to put in a stop line at the end of Elm Street, and a double yellow line down Elm Street to the first telephone pole that takes you just past the post office, and would brighten up the handicap spot at the post office. Tim said the question is the cross walk. He said the cross walk now angles 45 degrees over to the store, and asked if the Selectmen wanted to keep it that way.

There was a brief discussion of the crosswalk. Don stated that he had seen the landscaper (Eric Stockwell) who lives at the old post office. He noted that Eric is the person Dave Clairmont had asked about having paint the lines, and that Eric had submitted a bid at the time, and said he would be willing to look at it again. Tim stated that the job had been given to Lance Cote.

Selectman Abbott asked about having lines at the end of Currier Hill Road. There was a discussion of the need to have lines to define where Currier Hill Road is. After discussion, it was agreed that Lance Cote would do the striping at the recycling center, the handicap parking lines at the back of the Academy Building and the lines on Elm Street. Don will ask Eric Stockwell about painting lines on Currier Hill Road, and the parking spaces in front of the store at the Iron Works Market.

Shoreline Protection Act – Tim had a letter from the Barnstead Planning Board notifying us that they would be holding a meeting on Thursday, August 21st that will be an update on the new shoreline protection act, if anyone would like to attend. Tim will pass the information on to the Conservation Commission and Code Enforcement Officer.

Asphalt Prices – Tim stated that we had signed a contract with Wolcott Construction for a certain price per ton for asphalt. He said that due to the increase in the cost of

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petroleum products, the asphalt plant would not honor their contracted prices to Wolcott. Tim said it is also his understanding that the Commissioner of the Department of Transportation and Highways is in the process of issuing a letter to all municipalities informing them that there will be a surcharge passed on to the individual towns and municipalities due to the sharp increase. Tim said Jimmy Wolcott estimated there would be an increase of about \$12 per ton.

Chairman Guarino felt we had to reconsider what the Town needs to pave. After a brief discussion, the Selectmen agreed that they should meet with the road agent to determine what is critical to get paved, and they should get it paved now before the surcharge gets higher.

Trees – Pine Circle - Tim noted that last week Lois had informed the Selectmen of a letter received from Sara Delano Bastyr, one of the property owners that the Town had requested to remove a large pine tree on Pine Circle to allow for safe passage of emergency vehicles. Ms. Bastyr hadn't felt the Selectmen had the authority to ask a property owner on private property to remove a tree abutting a private road. Tim said he had forwarded the letter to Town Counsel, and is waiting to hear back on it.

Municipal Volunteers Award – Tim informed the Selectmen that each year the Selectmen are asked to submit the name of a volunteer from the town to be considered as a volunteer of the year. The Town has to fill out a form with a brief bio of what the individual has done, and why we feel they should be considered. Tim said this one is from LGC, and there is another one very similar to this from Lakes Region Planning Commission (LRPC). He said the LRPC is the Kim Ayers Award, which Carolyn Baldwin had received one year.

There were a couple of names mentioned for submission, but Tim was asked to call to see if it had to be an individual, or if it could be a husband and wife. Tim will check with LGC.

7:00 – Public Input – There was no one present for public input.

More FYIs & Other Business

Job Description – Tim noted that we have to post the position vacated by Wendy Keane. Wendy was the land-use clerk. He said he had thought about making the position a part-time position, but after consideration, and talking with other people in the office, felt it would probably be best to leave it a full-time position, which would allow for better office coverage.

Tim said the person would be doing Zoning and HDC as well as building. He felt they could also lend clerical support to the Planning Board.

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The job description for the position was also discussed. There was not an official job description for a land-use clerk, but it encompassed some duties of a secretary and a clerk. After a brief discussion, it was agreed to keep the position as a land-use clerk, but to update the job description.

Energy Committee – Selectman Abbott asked Tim if he had received a call from a lady about an energy committee. Tim replied that he had and she was on the agenda to meet with the Selectmen on August 11th.

Shots for Employees – Selectman Abbott asked Tim where we stood with the tetanus and hepatitis shot for employees at the recycling center, fire department and police department. Tim said he has had only two people tell him what they need for shots, so he is going to go ahead and schedule them. Tim said he would try one more time to see if there is anyone else who needs the shots. There was a brief discussion on the importance of the employees having these shots.

Site Walk – Thompson Town Forest - Selectman Abbott said she had gone on the site walk for the Thompson Town Forest. She said the forester Ron Klemarczyk, Nanci Mitchell, Brenda Sens and Dick deSeve had been there to discuss what might have to be done to the road in order to log the town forest. The concern being what would be done would adversely affect the Town in negotiations with other homeowners on Gale and Donovan Roads. Betty Ann said it is clear that they would have to put in a culvert down towards the bottom of the hill, and do some work to improve access so logging trucks could get in there, even after a heavy rain.

Betty Ann stated that the forester is going to write up the proposal of what is to be done, and review it with Paul Perkins. She said she asked that Paul have oversight to be sure things would be done correctly, but submit the proposal to the Selectmen to approve or deny. Tim said it is his understanding that the logger is going to be doing the work. Betty Ann said the logger would pay for it out of the proceeds of the logging; the Town is not paying to improve the road.

Back Taxes -Tim informed the Selectmen that we had received a check today for the back taxes and the general assistance lien that had been put on one of the properties that the Town had decided not to take for back taxes. He said the bank had paid the taxes and lien in full.

Approval of Minutes - The Selectmen reviewed the minutes of June 30, 2008.

MOTION – Selectman Abbott moved to accept the minutes of June 30, 2008 as written. Chairman Guarino seconded. Motion passed 2-0.

Chairman Guarino approved the minutes of 23 June 2008 as written. He and Selectman Hatch were the only selectmen present at the meeting. A copy of the

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Draft minutes was sent to Selectman Hatch, and we will get her to approve the minutes via a phone call.

Selectman Hatch approved the minutes of June 23, 2008 as written, by a telephone call on July 16, 2008.

7:47 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. Chairman Guarino seconded. Motion passed 2-0.

The Selectmen discussed a Selectmen's Office personnel issue.

7:56 p.m. - Out of Non-Public Session

Selectman Abbott moved to come Out of Non-Public Session. Chairman Guarino seconded. Motion passed 2-0.

Firemen's Association – Boot Drive – Chairman Guarino brought up the matter of the boot drive that the Firemen's Association holds during race weekend. He mentioned that it had been discussed last year, and none of the selectmen that were on the board at that time approved of the boot drive. Dave Clairmont had felt it was an embarrassment to the Town. Don had agreed with Dave and there had been complaints from residents about it. Brian said that while it was a noble effort, he didn't like being solicited.

There was a brief discussion during which it was noted that Alton also does a boot drive the same day, so people going to the races were getting solicited at least twice. The Selectmen agreed that they should meet with the firemen's association because they were concerned about how the boot drive affects the town.

8:15 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. Chairman Guarino seconded. Motion passed 2-0.

The Selectmen discussed a personnel issue.

8:27 p.m. - Out of Non-Public Session

Selectman Abbott moved to come Out of Non-Public Session. Chairman Guarino seconded.

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Milfoil – Rocky Pond – Tim said he had a call from Mary McKenna regarding the milfoil on Rocky Pond. He stated that she had asked for \$1,200 for the treatment of milfoil on Rocky Pond, and the Town budgeted \$2,500 so we could treat other water bodies if necessary. Tim said Mary asked if they could get more than the \$1,200 they had requested as no other area in town is fighting this problem at this time.

There was a very brief discussion, and the Selectmen agreed that since they had requested \$1,200, that \$1,200 is the amount they should receive.

Tim added that they are going to start pulling the milfoil from Rocky Pond this week.

Heating Academy Building – Tim reported that after we had signed the contract for heating oil the prices had gone up, so the company is paying more than we are paying them. He said the cleaning of the furnace was done for free; we had to pay for the parts the company replaced, but they had done a thorough job, and after the cleaning we only used half the amount of oil that we had bid on.

8:37 p.m. – MOTION – Selectman Abbott moved to adjourn the meeting. Chairman Guarino seconded. Motion passed 2-0.

Respectfully submitted,

Lois Dionne
Recording Clerk