

**Board of Selectmen
08-25-08
Minutes**

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

Also in attendance was Doug Kapplain.

After attendance, everyone stood for the Pledge of Allegiance.

6:02 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 Hatch seconded. Motion passed 3-0.

The Selectmen discussed a recycling center personnel issue with Doug Kapplain.

6:35 p.m. - Out of Non-Public Session

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

6:40 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 Hatch seconded. Motion passed 3-0.

The Selectmen discussed a police department personnel issue with Chief O'Brien.

6:55 p.m. - Out of Non-Public Session

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

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Feasibility Committee – Selectman Abbott reported that the Feasibility Committee had met on August 20th, and had a thorough tour from the very bottom to the very top of the Old Town Hall. She said it is amazing how clean the building is since it has been sealed, and the bat guano has been cleaned up.

Selectman Abbott said that after discussion of options and approaches, the committee had agreed that – Chief O’Brien would provide the committee with the police department needs, including office space and space for special requirements – John Dickey and Stan Bean would draft a RFP that will become a basis for asking architects to bid on the project, the project being to determine the feasibility of using that building in any one of a number of different configurations. It was agreed that it is preferable to maintain the current use of the auditorium, but they were not ruling out that it could be used for another purpose. She said they were looking at all options including the feasibility and expense. Phil stated that if they jack up the building, the police department would have to be moved to temporary quarters, which would incur some expense.

Phil stated that they had discussed a generator that is sitting in the basement that looks like it has hardly been used. He said Israel Willard is going to get someone to come in and look at it.

7:00 p.m. – Public Input – No one was present for public input.

FYI’s & Other Business

Signs at Iron Works Market – Selectman Abbott noted that most of the signs at the Iron Works Market had been removed from the fence. She felt there are still three outdoor signs that should not be up; a Coke sign, a Chester Chicken sign and a cigarette sign. A complaint had been received about the signs; they are against Town Ordinance. Tim said Bob has talked with them several times.

Municipal Law Lecture Series – Tim informed the Selectmen of Municipal Law Lecture Series that are to be held in Meredith in September. They are - Land Use Legislation in 2008, Effective Use of Code Enforcement Tools and Revised Comprehensive Shoreland Protection Act.

Budget Finance Workshop - Tim said there is also a Budget Finance Workshop on September 23rd.

Requests – Outside Agencies – Tim informed the Selectmen that we have started getting requests for appropriations from outside agencies for next year.

Logging – Tim gave the Selectmen copies of letters and emails Nanci Mitchell had received regarding using horses vs. using machines for logging the Town forests.

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Trustee of Trust Funds – Tim said the Trustees of the Trust Funds would like to have Neil Roberts meet with the Selectmen on September 8th. Mr. Roberts will be taking over for Melba LaRoche when she retires the end of September.

Drainage Bids – Bids for the drainage work for the north side of the Academy Building were due today at 4:30 p.m. Tim had received three Bids.

The bids were as follows:

Northern Woods Corp.	\$4,389.
Dupont Construction	5,500.
Clive Roberts	7,200.

Tim said, as far as he knows, Clive Roberts is the only one who came out to view the site. Don stated that the others might have come on nights or weekends. The Selectmen reviewed the bids, and Don will call the contractors before a decision is made.

Sprinkler System - Tim informed the Selectmen that the sprinkler system had an air leak in the pipe upstairs, and the repairmen were going to cut out that section of the pipe and replace it. He said when they had cut the pipe, they found about one and a half inches of dirt and flaky stuff in the pipes, and if that gets to the sprinkler heads, we would have to replace the heads. Tim said they were afraid to put a piece in the pipe and pressurize it, because it might blow the whole pipe. Tim said the recommendation is to replace the whole pipe upstairs. He said a rough estimate to do that is \$12,000, but they would price it out and give us an estimate. Tim said we have only half the sprinklers upstairs because they had to cut the pipe and cap it off. Selectman Abbott asked to have Tim ask them to check the pipe in the whole building.

Fire Chief Lockwood – Dept. Update – Chief Lockwood (K G) introduced the fire students to the Selectmen. There were three senior students, Matt Gilman, Thomas Trask and Scott Larose; three freshman Noah Hallgren, Kyle Botteron and Trevor Ritter. K.G. said the students had started training today; they spend their first week doing in-house training, orienting on the equipment, etc.

K. G. said he had met with his management team tonight before coming to the Selectmen's meeting. He said he has been here a month, and has put a lot of time into identifying, what he feels are the key deficiencies in the department; it is in maintenance of the equipment. He said the department is in a position where he needs to ask the Selectmen to spend some money out of his budget, and feels he has come up with a way to do that.

Paramedic - K.G. said he had just signed a license for their newest paramedic, Andrea Kingston. Selectman Hatch asked if that meant Andrea would be able to dispense narcotics. K.G. replied that she would soon be able to. He said he has put Andrea in as

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EMS Coordinator, and she would work with the staff on confidence building. K.G. said that having her as a paramedic would enable her to dispense narcotics, and they would be able to charge more for runs she is on. He said he needs to spend \$694.55 on paramedic supplies to become State compliant.

Defibrillators Batteries – K G said they need new defibrillator batteries; the ones they have don't keep charges. The batteries are \$130 a piece, and each defibrillator takes two batteries, so it would cost \$520 for batteries.

K G stated that there is a preventative maintenance package that would cost \$1,500 to cover both defibrillators. He said this covers preventative maintenance for two units twice a year per unit.

Air Compressor – He said there is an air compressor for breathing air that the Town had gotten from Barnstead, but it had never been hooked up before; it is now hooked up, functional and running, but they have to have the air quality certified for the breathing apparatus. He said for \$745, the company who makes the compressors, would come in and change the oils, change four filters, adjust the belts, test the valves, inspect the hoses and certify the air quality.

K G stated that when he started none of the bottles were more than at 75%, and that is not acceptable. He said he has been having the bottles taken to Alton to fill them.

K G stated that he is a certified air pack repair technician, so he could service the type of bottles they have in house.

Morale – K G felt the morale of the department is at a good level. He has made some officer changes, and feels they are moving forward. He said the officers had come to him and asked if they could get plates for their vehicles showing they are Gilmanston firefighters. Twenty-nine plates would cost 399.20.

Vehicle Repair

Engine 1 - K G stated that Engine 1 needs some repairs. It won't pass State Inspection; the Jake Brake doesn't work, there is a broken exhaust manifold, some leaks, some wiring needs repairs and the pumps need service.

He said Lakes Region Fire Apparatus had offered a program where, in the spring of every year they would do a chassis service; change fluids and filters, tighten things up and inspect the chassis. In the fall they do a pump service; they inspect the impellers in the pump, check and lube the valves. This would cost \$800 a year per engine; this includes State inspection.

KG said he had gotten three estimates to repair Engine 1, and the best price he received was from Lakes Region Fire Apparatus for \$4,160.

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Ambulance – K G said the ambulance is also in need of service; it is slipping badly in third gear. He doesn't have a price to get that repaired, because they have to tear it apart to see what is needed first.

Engine 2 Refurbishment - KG stated that Engine 2 had been refurbished, but the interior doors where the equipment is didn't get done. He said the door is bare to the metal, which is why they had rust problems before. KG stated that for \$750 Line-X would spray the insides, and for \$275 they would spray the brush guard on the forester. He said this would take care of the rust issue on the forestry, and protect the inside of Engine 2.

KG stated that Donald Pickowicz, Robin Marcotte (a certified firefighter EMT), Keith Thibault, Barbara Frederick and Kristen Markham had joined the fire department. Three of them are certified, and the others have agreed to go to the level one class that will be held in Alton. He said there is a problem outfitting them because he doesn't have any spare pagers or fire gear. KG said it would cost \$2,461 per person to outfit for a total of \$11,444.

There was a brief discussion of where the money would come from. There is money in the budget plus money in non-capital reserve accounts to cover the requests, which come to a grand total of \$21,407.75. The Selectmen approved KG's requests, and Tim Warren and KG will go over the budget to determine what lines and accounts in the budget the money should come from.

Volunteers – KG said in the time he has been here, Burt Morse has bushwhacked and mowed and cleaned up at the Corners Station, Wayne Ogni put in lights and didn't charge for the labor, Frank McClary gave free labor to install a new door and toilet, Randy Perkins donated a 6,000 watt generator and Bob Flanders has offered free labor to install new windows for the lower part of the station, and thinks he can get the windows at wholesale.

KG said he plans to start shifting some meetings to the Corners Station, and is running an ambulance and truck out of the Corners Station a couple of days a week.

IV Pumps –KG stated that Lakes Region General Hospital has donated three I V Pumps, and their bio-med department will maintain them at no cost to us.

Explorer Post – KG said he has reinstated the explorer post for kids. He said they met today at the station. Part of the criteria is that they have to maintain good grades to stay in the program.

Community Check-In Program – KG said he has instituted a Community Check-In Program. This is a program where they check up on elderly people who live by

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themselves to make sure they are okay. He said George Carpenter had approached him about it at Old Home Day. He said they have 14 volunteers signed up for the program.

Ambulance Drivers – KG stated that, although they are not required to stay at the station over the summer, two of the students, Matt Gilman and Tom Trask had stayed and worked at the station acting as part of the ambulance crew in addition to having summer jobs. One is an EMT Intermediate, and the other one is in training to be an Intermediate. He felt one drawback is that the town policy states that to drive Town Vehicles, you have to be 21 years old. He said neither of them is twenty-one, but he feels comfortable that both are responsible enough to drive the ambulance, and asked if there was any way they could get permission. One of them will be twenty-one in October, but the other one is nineteen. There was a brief discussion, and Tim will check with LGC about insurance concerns.

Fuel Bids – The Town sent letters to several area oil companies asking for bids for heating oil, gas & diesel for the coming winter season. Bids were due in today. Four bids were received. They were as follows:

Heating Oil

AD&G	3.749 per gal.
Dutile & Sons	3.889 – Pre-buy price
Stafford Oil	3.899 – 4.09 Capped price
Foley Oil	3.617 – Rack price – 4.39 – Lock-in price

No-Lead Gas

Stafford	Rack price plus .18 cents per gal.
Foley	Rack price plus .15 cents

The Selectmen agreed to go with Foley for gas & diesel, and AD&G for heating oil.

Elm Trees from Earth Day Celebration – Tim asked how the trees were doing. Chairman Guarino replied that are doing good, but they should not be planted until fall. Tim said he had received a fax from Brenda McBride asking what the Town is doing with the trees. He said she had suggested planting one in front of the year-round library and one in front of the school.

There was a brief discussion during which it was stated that the Town had committed to planting them on the McPherson property, so the trees would be planted on the McPherson property, and Brenda's suggestion could be considered next year.

Cupola – Tim said he had called two or three people about getting estimates to repair the cupola. He said a gentleman (Stan Graton) had been in from 3-G Construction to look at the cupola. 3-G Construction has done the bell tower in Plymouth, the State Capitol building, St. Marks Church in Ashland, has done covered bridges, structure

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restoration, etc. Tim said Stan didn't know how the bell was staying up there. Three of the main rafters that come down through the roof are completely rotted. Mr. Graton's recommendation is to shore it up for the winter. A guesstimate is between \$120,000 to \$150,000 repair the cupola. Tim said Mr. Graton's recommendation is to get an engineer to spec it out and put a seal on it, and do the bid process for us, because there many people who have never done that type of work.

There was a discussion, and Chairman Guarino recommended getting the cupola removed and stored, and sealing the roof for the winter. This would allow us to get prices to have the cupola repaired and to put in the budget for next year. Tim was asked to get an estimate to take the bell down and seal the roof.

Academy Repairs – Tim has been working on getting a list of repairs that are needed at the Academy Building. Some of the items are:

- Sprinkler System
- Drainage
- Mold Abatement
- Cupola
- Floor Upstairs
- Carpet in Selectmen's Office

There was a brief discussion, and it was determined that the sprinkler, drainage and cupola needed to be done this year. The mold, carpet and floor upstairs need to be budgeted for next year. Selectman Abbott asked what the problem was with the carpet. Selectman Hatch stated that it is a safety hazard. She said she had brought it up at the Budget meeting last year, but it had failed.

Ralph Goodwin – Selectman Abbott asked Tim to get an update from Bob Flanders on the progress he is making with Ralph Goodwin cleaning up his place.

Approval of Minutes – The Selectmen reviewed the minutes of their last two meetings.

MOTION – Selectman Hatch moved to accept the minutes of August 11, 2008 as amended. Selectman Abbott seconded. Motion passed 3-0.

MOTION – Selectman Abbott moved to accept the minutes of July 23, 2008 as presented. Selectman Hatch seconded. Motion passed 3-0.

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**9:10 p.m. – MOTION – Selectman Abbott moved to adjourn the meeting.
Selectman Hatch seconded. Motion passed 3-0.**

Respectfully submitted,

Lois Dionne
Recording Clerk