

**Board of Selectmen  
8 September 2008  
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 Neil Roberts.

After attendance, everyone stood for the Pledge of Allegiance.

**Trustee of Trust Funds** – Selectman Hatch stated that Melba LaRoche would be retiring on September 30<sup>th</sup>, after 30 years as bookkeeper of the Trustee of Trust Funds. She said Melba had approached Neil Roberts about taking her position. Rachel added that Mr. Roberts had attended the last two Trustees meeting, and has decided he would like to be appointed to the position. She said there was a letter from Fred Buchholz, Chairman of the Trustees, endorsing Mr. Roberts for the position; Neil comes with years of experience in accounting.

Mr. Roberts said he has been working in accounting since July 1974 after graduating from college, and has had his own business in Town for many years.

Rachel said there had been precedent set to appoint a trustee until the March election when Bill Angevine had resigned and a member had been appointed to replace him. Mr. Roberts would be appointed as a member of the Trustee of Trust Funds, and as the Treasurer for the Trust Funds, and then would run for the positions in March.

Tim Warren stated that the books for the Trustees would be audited on September 23<sup>rd</sup> before the transition.

**MOTION – Selectman Hatch moved to appoint Neil Roberts to replace Melba LaRoche as a member and as the treasurer of the Trustee of Trust Funds effective until election day in March, at which time she hoped he would run for office. Selectman Abbott seconded. Motion passed 3-0.**

Appointment letters were signed, and Mr. Roberts was sworn in as a member of the Trustee of Trust funds and as Treasurer of Trustee of Trust Funds.

**Thank You – Timberman Triathlon** – Tim had a letter thanking the Selectmen and Town for their support of the triathlon festival, part of the Iron-Man world championship.

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They raised more than \$200,000 for the leukemia and lymphoma society, and \$45,000 for the NH Humane Society and other local charities.

**Fire Chief KG Lockwood** – Chief Lockwood was present to discuss some fire department issues. He said Gilmanton's fireboat had performed two rescues during that event (Timberman Triathlon).

**Firefighter Resignation** – Chief Lockwood informed the Selectmen that Firefighter Nate LeMay had given his resignation to accept a position in Laconia. Chief Lockwood said he would like to post Nate's position in-house before advertising the position.

**New Call Firefighters** – Chief Lockwood said of the new hires he had told the Board about when he had met with them previously, two of them are looking for futures in firefighting. He said he has nine new hires, and five of them have come from people within the department recommending they join the department. He felt this is encouraging and speaks well of the department. Chief Lockwood said it is quite a commitment because the state has recently changed its curriculum for a basic firefighter; it is 212 hours of training, which is two nights a week and every other Saturday for four months. He said Alton would be hosting a course in January.

**Ambulance** – Chairman Guarino asked if Chief Lockwood had found out what the problems were with the ambulance. He replied that it was a maintenance issue; transmission filters hadn't been changed, so fluids were being restricted. He said it cost \$1,089 to get it repaired, all the filters, fluids and belts changed, and a State inspection.

**Computer** – Chief Lockwood said the department computer doesn't have a backup for the data at the station. He said he had spoken with Dave Beaudry, who services the Town's computers, and he said they would be able to get a server from the police department, once the PD is comfortable with their new system. KG said this would enable the Department to back up their data nightly; currently none of the computers are backed up, and they had lost one. It corrupted the database, so they have lost any historical information on fire reporting, payroll, etc. He said the reporting software database had also gotten corrupted, so he needs to purchase a new reporting software package; they are required to report all incidents to the State, both fire and EMS calls. This is part of the stipulation of receiving any grant monies. Chief Lockwood said to replace the program they have would cost \$1,800. He said there is a Firehouse Program, which is a better program. It allows you to do incident reporting, track staff members' activity and training. It has an apparatus equipment inventory module, a dry hydrant management module, and an inspection module. He said the modules cost about \$1,000 a piece, and it costs each time they have one installed. Someone has to come out for a couple of days to install and train you to run them. If you buy the package, it is \$3,300 for nine modules, and they need to come out only once to set them up and train you on them. Chief Lockwood felt he could take the money out of the ISO maintenance item, as this

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could affect their ISO rating later. It would also allow him to establish a base line for apparatus maintenance.

The Selectmen approved the purchase of the program.

**Corners Fire Station** – Tim informed Chief Lockwood that Bob Flanders had gotten a quote for storm windows at the Corners station; the windows there are single-pane windows, so it was felt storms windows would be an energy savings. Tim said Bob has volunteered to install the windows free of charge, and the Town could purchase the windows from Wickes Lumber and receive Bob's contractor discount. The windows would cost \$400.

**Speed Bump – Recycling Center** – Art Poslusny was in a few weeks ago concerned about the speed bump at the recycling center. He said he has a bad back, and it caused him a great deal of pain when he drove over it, and asked that it be removed.

Since the lines have been painted at the center, the speed bump has been removed, and tonight Mr. Poslusny thanked the Selectmen for having the speed bump removed.

**Letter of Interest – HDC** - Tim informed the Selectmen that he had received a letter of interest from Joanne Wilkens to serve on the HDC. He will set up an interview with the Selectmen.

**E-Mail** – Tim had a copy of an email from JoAnn Oxner of 370 Mountain Rd., GIW that the Selectmen wish to be included in the minutes. It is as follows:

Dear Mr. Warren:

In looking for assistance with the Town Flood Smart Program, I contacted Lynne Brunelle in your offices, who then forwarded my concerns to Jennifer Gilbert. Up until that time, my contact with FEMA had left me confused and frustrated.

I'm writing to let you know how appreciative I am for Lynne's and Jennifer's patience and efforts in assisting me. They answered my questions fully and even took the time to apprise me of my alternatives, going far beyond my expectations and providing me with the peace of mind that I now have the information needed to make an intelligent decision.

I have to say that anytime I've had to contact your Town Hall for info, or even a local trades-person for work on our home up there, I always hang up the phone with a smile and the wish that I could live full time in Gilmanton, where courtesy, respect and honesty still reside!!!

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

**MOTION** – Selectman Abbott moved to accept the minutes of August 25, 2008 as amended. Selectman Hatch seconded. Motion passed 3-0.

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**Signs at Iron Works Market** – Tim informed the Selectmen that the signs at the Iron Works Market had been taken down. He said the only sign there now is a sign for “Chester Chicken” which gets put out and taken in daily. He said the dump truck that had been parked at the loading dock has also gone, and they now have a new dumpster.

**Gift of Land – Flintlock Circle** – Tim reminded the Selectmen of a letter they had received from Mrs. McDonough wanting to give the Town land on Flintlock Circle. Though the Town can’t accept a gift of land, the information was passed on to the Conservation Commission to see if they could accept the land. He said Mrs. McDonough has been working with the Conservation Commission on the donation. Nanci Mitchell had difficulties when trying to draw up a deed, so had contacted Laura Specter at Walter Mitchell’s office, and Town Counsel was concerned that we should possibly have a title search on the property. Tim said the land in question abuts other conservation land that the Town has taken for tax purposes; there is no road to it. He said Mrs. McDonough and her husband have owned it since the 1950’s; her husband has passed away, and she is going to provide us with a copy of his death certificate. Tim said a title search is about \$250, and asked if the Selectmen felt we need a title search.

After a brief discussion, the Selectmen agreed that there is no need to have a title search.

Tim said Nanci was concerned because the original deed gives right to the beaches, and to use private roadways, and asked if we should include that in the deed to us. After a brief discussion, it was felt that this should not be included in our deed.

**Drainage Proposals** – At the last meeting bids for the drainage around the north side of the Academy Building were opened. Questions arose as to whether or not more than one of the bidders had actually come to view the site. Chairman Guarino wanted to be sure the other bidders knew what the job entailed before awarding the bid. One of the two bidders in question had visited the site, but the other bidder (Northern Woods Corp.) had not visited the site, but came today to visit the site. After visiting the site, he increased his bid by \$1,000. The bids as the now stand are:

Northern Woods	\$5,389.
DuPont Construction	5,500
Clive Roberts	7,200

There was a brief discussion of the bids. The Selectmen were disappointed and concerned that a bidder had submitted a bid without having visited the site.

**MOTION** – Selectman Abbott moved to award the drainage contract to DuPont Construction. Selectman Hatch seconded. Motion passed 3-0.

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**Cupola – Academy Building** – Tim reported that to remove the cupola and seal the roof for the winter would cost between \$12,000 and \$15,000. He said it was recommended that the cupola be set on a trailer so it could be stored for the winter.

There was considerable discussion of the estimate, where the money would come from to pay for it, and whether it could be done cheaper. It was decided that Chairman Guarino would write specs and we should send them to a select list of contractors to bid on the job.

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

**Academy Building Repairs** – There was a brief discussion about the other repairs needed at the academy building, especially the repairs to the sprinkler system. Selectman Abbott asked if we had the money to pay for the drainage, the cupola and sprinkler repairs this year. Tim felt we do; he will check the budget. Selectman Abbott asked Tim to get the upstairs sprinklers fixed, and to find out the condition of the pipes for the sprinkler system on the first floor and basement.

**Fuel Bids** – The Selectmen also discussed the fuel bids, and it was reiterated that AD&G would provide the town with fuel oil, and Foley would provide the gas and diesel.

**Ruts – Brown Property** – When ridding the Old Town Hall of bat guano, and sealing the building against bats, the contractor made ruts on the Hammond Brown property with his machine, and was supposed to fill them in and reseed the lawn. Selectman Abbott said it had been done, and she felt the lawn looked okay; she was satisfied for now, but felt we should re-inspect the property in the spring, after the grass has grown and the ground had settled. If there needed to be more work done at that point, we would consider how to have that done. Tim said Mr. Brown is not happy with the job that had been done, and Mr. Brown felt he should go after the contractor civilly. There was a brief discussion during which it was stated that the Town should hold \$1,000 from payment to the contractor until he has spoken with Mr. Brown and the problem has been corrected.

**Cutting – Town Forest** – Tim asked what the Selectmen felt about going ahead with the cutting in the Thompson Town forest, now that they had ruled out using horses. Selectman Abbott stated that we had not received a proposal from the logger. Tim said he understood that the logger hadn't gone forward with it because he wasn't sure if the Town wanted to expend the funds out of the proceeds to fix the culvert and whatever he needed to do to the road.

There was a brief discussion as to whether there is time left to do it this fall, or if it should be done in the winter or spring. Chairman Guarino asked, with the economy the way it is, if now is the time to be doing the cutting. It was decided to have Nanci ask the forester if we had lost the market for lumber for this year.

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**Feasibility Committee** – Selectman Abbott was concerned about getting the minutes from the Feasibility Committee posted on line. She asked Tim to see what had to be done to get it set up so the minutes could be posted. Selectman Abbott said the committee is getting quotes for the work to figure out the options to utilize the Old Town Hall for a Police Station, and ballpark figures for different options in order to see if it makes sense to use the building. If it makes sense, and that is the direction they wish to go, the committee would formulate a warrant article to get the architectural drawings done. Selectman Abbott said this would have to be done by December 10<sup>th</sup>.

**Roads** – Selectman Abbott asked Don if, now that the roads are being paved, he would see what he could find out about getting the striping done on Currier Hill Road.

### **7:32 p.m. - Enter into Non-Public Session as per RSA 91-A:3, II(a)**

Selectman Hatch 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 police department personnel issue.

### **7:37 p.m. – Out of Non-Public Session**

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

### **7:38 p.m. - Enter into Non-Public Session as per RSA 91-A:3, II(a)**

Selectman Hatch 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 recycling center personnel issue.

### **7:40 p.m. – Out of Non-Public Session**

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

### **7:41 p.m. - Enter into Non-Public Session as per RSA 91-A:3, II(c)**

Selectman Hatch moved to Enter into Non-Public Session as per RSA 91-A:3, II(c) - Matters which, if discussed in public, would likely affect adversely the reputation of any person unless such person requests an open meeting; however, this cannot be used to protect a person who is a member of your Board, Committee or Subcommittee. Selectman Abbott seconded. Motion passed 3-0.

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The Selectmen discussed an incident at Crystal Lake Park.

### **7:44 p.m. – Out of Non-Public Session**

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

### **7:45 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 personnel issues in the Selectmen's Office.

### **8:20 p.m. – Out of Non-Public Session**

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

**School Bus Parking** – Selectman Abbott said Mr. Wahlstrom had contacted her regarding a person who lives on North Road, and drives a school bus. She said he is concerned because the driver brings the bus home at night, and that there would be issues with the road in the springtime.

She was told that this issue has been addressed in past years, and the drivers know that once the road is posted in the spring, they can no longer take the buses home, but are allowed to park them at the Town garage.

**8:25 p.m. – MOTION – Selectman Abbott moved to adjourn the meeting. Selectman Hatch seconded. Motion passed 3-0.**

Respectfully submitted,

Lois Dionne  
Recording Clerk

