

**6 October 2008
Board of Selectmen
Minutes**

6:00 p.m. - Chairman Don Guarino called the meeting to order. Present were Chairman Guarino, Selectmen Rachel Hatch and Betty Ann Abbott and Clerk Lois Dionne. Town Administrator Tim Warren was absent due to illness. Also present was Fire Chief Kenneth (K G) Lockwood.

After attendance, everyone stood for the Pledge of Allegiance.

Fire Department Update – Chief Lockwood updated the Selectmen on what has been happening within the fire department.

Dry Hydrants – Chief Lockwood said they have evaluated, cleaned and painted the dry hydrants, and marked the ones that need work; they have upgraded some.

Engine 3 – Chief Lockwood stated that Engine 3 is still at Lakes Region Fire Apparatus getting the upgrade done on the valves; this is covered by warranty. He hopes to have the engine back before cold weather.

Bone-Marrow Drive - Chief Lockwood informed the Selectmen that they would be holding a bone-marrow drive at the Corners Fire Station on Wednesday from 10 a.m. to 3 p.m.

Corners Station – Chief Lockwood stated that the Corners station would be getting more use because they are getting a lot of public support at the corners. He said the station is ready for the bone-marrow drive; the inside has been cleaned, and the outside is almost done being painted. Chief Lockwood said the final thing would be, when Bob Flanders gets back from vacation, to get the storm windows on the building. Most of the work done on the building has been done by volunteer effort and the use of the students from the Iron Works station. It was suggested holding an open house when the work on the station has been completed.

Vacant Position – Chief Lockwood stated that he is down one person; he has been filling the position with part timers. He is involving the assistant chief and officers in the oral board to fill the position. Chief Lockwood said they have in-house applicants plus several other applicants.

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

MOTION – Selectman Abbott moved to accept the minutes of September 29, 2008 as amended. Selectman Hatch seconded. Motion passed 3-0.

Meetings

American Red Cross – Lois informed the Selectmen that they had received an invitation to the Red Cross Donor Recognition Event at the Kimball House, Capital Center for the Arts, in Concord on Thursday, October 30, 2008 from 5:30 to 7:00 p.m.

NH Assoc. of Conservation Commissions – Lois informed the Selectmen that the NH Assoc of Conservations Commissions would be holding their 38th annual meeting on Saturday, November 1st from 8:00 a.m. to 3:30 p.m. at the Rundlett Middle School in Concord. The information will be forwarded to the Conservation Commission.

Employee Evaluations – The Selectmen reviewed and signed two employee evaluations for the highway department.

Sick Leave & Vacation Pay – Last week the Selectmen had reviewed the sick leave and vacation time in the personnel policy. Changes were made, and a draft of the changes was made and presented to the Selectmen tonight.

The Selectmen reviewed and discussed the draft of the changes. There were a couple of changes the Selectmen added, and a revised draft, with the additional changes will be presented to the Selectmen for discussion and approval at their next meeting. Long-term and short-term disability was also briefly discussed.

6:50 p.m. - Enter into Non-Public Session as per RSA 91-A:3, II(c)

Selectman Abbott 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 Hatch seconded. Motion passed 3-0.

The Selectmen discussed a letter that had been received in the mail.

6:53 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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6:54 p.m. Enter into Non-Public Session as per RSA 91-A:3, II(e)

Selectman Hatch moved to Enter into Non-Public Session as per RSA 91-A:3, II(e) - Discussion of pending or threatened (in writing) litigation against the Town or Town Officials, Board Members or Employees. Selectman Abbott seconded. Motion passed 3-0.

The Selectmen discussed a pending lawsuit.

6:56 p.m. – Out of Non-Public Session

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

6:57 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) - 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.

The Selectmen discussed a personnel issue.

7:10 p.m. – Out of Non-Public Session

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

MOTION- Selectman Hatch moved to seal the minutes of the last non-public session. Selectman Abbott seconded. Motion passed 3-0.

Public Input – No one was present for public input.

7:12 p.m. – Break

7:20 p.m. – Back in Session

Belknap County Economic Development Council (BCEDC) – Jennifer Boulanger of BCEDE and Nate Abbott, Gilmanton's representative to the BCEDC, were present to give the Selectmen information about BCEDC, and how it might benefit Gilmanton.

Jennifer explained that BCEDC was established in 1992 when banks were failing and people were leaving the area. She said a group of local citizens and leaders got together to form the council, and over the next five years the State recognized that it needed regional development corporations. There are currently ten regional development corporations within the state, and they are charged with promoting economic development. She explained this means that could be the creation and retention of jobs,

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helping municipalities grow their revenue base or helping businesses stay in the area and be more sustainable and profitable, and to ultimately put more money back into the community.

Jennifer said the ten development corporations have the ability to foster public and private partnerships with developers and businesses with the State and municipalities in a given region, and they manage a revolving loan fund. She said revolving loan funds are available through BCEDC to businesses in Belknap County. Jennifer said there are three primary sources and lenders. Jennifer said that one source that BCEDC borrows from is USDA Loan Development. BCEDC borrows money at such a low rate of interest that when they lend it out there is a bit of income left over to allow them to continue to be an organization. She said when they lend the money out and money is repaid, a principal piece of that is left in to grow the loan fund to be able to lend the money again. The intermediary lending program lends up to \$150,000 per loan, so is available for medium-size businesses. Jennifer said they always have to partner with someone else; they can't be more than 75% of a project. She said that as far as she knows they have never been more than 50% of any given project, so they look to partner with local financial institutions. She said there is another fund that is primarily for smaller businesses with less than five employees. The maximum for that fund is \$25,000, and is often used for start-up businesses. The other program they have gives them the ability to work with municipalities to apply for community development block grants through the Community Development Finance Authority, a State organization that provides community development block grant funding for housing and economic development. Each municipality can apply for those funds annually; you can apply for up to one half a million dollars for housing development and up to one half a million for economic development. You can apply for one half a million each year. She said seven million dollars was available last year, and it all got used.

Jennifer said BCEDC had worked with J. Jill to relocate their facility to Tilton. The money was mainly for specialized equipment. They also worked with Meredith on the Church Landing expansion. She said this is a public process; hearings are held. Jennifer said the money is a grant to the municipality, and a sub-grant to BCEDC to lend to the project. It is not a grant to the project, but rather a loan at lower rates, and as the money is repaid, the principal stays in BCEDC to be available to other projects. She said there is an administrative fee to the municipality for participating.

Jennifer said they have grown from having \$50,000 to lend in 1994 to having about three million to loan, and about half of that is on loan currently on various projects. She said the revolving loan fund is a big piece of the regional development corporations focus in that it helps them support business and thus helps with growth and retention of jobs. She said it helps the corporations to provide a consistency of longevity compared to grant-based funding that often disappears when the project disappears.

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Jennifer said there is a website, liveworkandplaynh.com, where you can get information about Belknap County.

Jennifer stated that in 2002 they had done an economic profile of the area to find out the strength and weaknesses of the area. She said this turned into the development of a comprehensive economic development strategy; they are working with Lakes Region Planning Commission. Doing the website and economic profile provided the basis for the Lakes Region Planning to apply to the Economic Development Administration for grants to do a comprehensive economic development strategy. They hope to have the plan in place by November, so it can be submitted to the Economic Development Administration for acceptance. Jennifer stated that a plan has to be in place before a municipality can apply for funds. These funds could be used for infrastructure type projects – regionalization of fire department, relocation of town offices, sewage treatment, etc. Funds are available each January.

A plan has to be submitted for each project, and the plan must be approved by the BCEDC. Projects are scored. There are three scoring sections, town would be scored out on demographics, economics, BCEDC group has to score out and the project has to score out. Job creation, whether benefits are offered and whether the grant represents less than 10% of the total financing package are among things that are scored.

Selectman Abbott asked how Jennifer felt the current economic crisis would affect being able to get loans for projects. Jennifer replied that she felt there wouldn't be much of an impact because the local banks are still stable; they do not have heavy mortgage portfolios.

Nate Abbott stated that at his previous meeting with the Selectmen, they had gone into non-public session because they had discussed possible projects on specific properties in town. Because they wished to discuss these ideas tonight, he requested they go into non-public session.

7:55 p.m. - Enter into Non-Public Session as per RSA 91-A:3, II(d)

Selectman Abbott moved to Enter into Non-Public Session as per RSA 91-A:3, II(d) - Consideration of the purchase, sale or lease of real or personal property which if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Selectman Hatch seconded. Motion passed 3-0.

Jennifer and Nate reviewed the ideas that Nate had brought before the selectmen after he had met with the BCEDC. Jennifer was able to give insight into how they might proceed in order to try to accomplish their goals.

8:37 p.m. – Out of Non-Public Session

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

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MOTION – Selectman Hatch moved to seal the minutes of the non-public session with Nate Abbott and Jennifer Boulanger. Selectman Abbott seconded. Motion passed 3-0.

8:40 p.m. – MOTION – Selectman Hatch moved to adjourn the meeting. Selectman Abbott seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne
Recording Clerk