



SELECTMEN'S OFFICE  
TOWN OF GILMANTON

503 Province Rd, Gilmanton, NH 03237

Ph: (603) 267-6700 Fax: (603) 267-6701

Website: [www.gilmantonnh.org](http://www.gilmantonnh.org)



APPROVED

**Board of Selectmen Meeting**

**July 14, 2021 - Academy Building – 7:00 P.M.**

~~DRAFT~~

**Present:** Chairman Mark Warren, Selectman Evan Collins, Town Administrator- Heather Carpenter

**Absent with notice:** Vice-Chairman Vincent Baiocchi

**Members of the Public Present:** N/A

**NON-PUBLIC Pursuant to RSA 91-A:3, II (a)-Employee**

**MOTION:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to enter into non-public session RSA 91-A:3, 11(a) (2-0).

This meeting was held to discuss the time sensitive promotion status for Amanda Davis from a part-time Research and Information Clerk to full-time Administrative Assistant within the Selectmen's Office.

**Board Consensus:** Promotion to full- time status for the Administrative Assistant position, Labor Grade 8, Step 8 for the amount of \$21.13 per hour starting on Monday, July 19<sup>th</sup>, 2021.

The Town Administrator requested additional confirmation regarding the increase for Road Agent and Equipment Operator- Travis Mitchell.

**Board Consensus:** Increase effective as of the next pay period, no retro-active pay as discussed previously and to place Mr. Mitchell on the pay scale to Grade 7, Step 1.

**MOTION:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to come out of non-public session RSA 91-A:3, II (a). (2-0).

Chairman- The minutes are not sealed.

**ADJOURNMENT**

**MOTION:** On a Motion by Selectman Collins, and seconded by Chairman Warren it was voted to adjourn the meeting at approximately 7:15 P.M.

(2-0 Voice Vote – Chairman Warren and Selectman Collins -yes).

Respectfully Submitted,

Heather Carpenter  
Town Administrator

**Approved by the Board of Selectmen**

Chairman Mark E. Warren

Vice-Chair Vincent A. Baiocchi

Selectman Evan Collins