



**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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Approved

Board of Selectmen Meeting

September 18, 2023 - Academy Building – 5:00 P.M.

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

Present: Chairman Mark Warren, Vice-Chairman Vincent Baiocchi, Selectmen Evan Collins, Town Administrator Heather Carpenter, Administrative Assistant Amanda Davis, Community Development Director Bre Daigneault, Fire Chief Joe Hempel, Police Chief Matt Currier

Public: Brian Vaillancourt, Shauna Foster, Beth Vachon, Brian Lamarsh, Sheila McDermott, Beth Slepian, Parker Hoffacker, Jesse Pacheco, Russell Abbott, Jeff Green, Steve Brooks, Tarah Bergeron, Brett Currier, Susannah Chance, Nathan Philbrook, Adam Mini

NEW BUSINESS

20. Russell Abbott – 110 NH Route 106 – Chairman Warren stated to Mr. Abbott that they were there to take in the information he wanted to provide but that they would not be making any determinations this evening. Mr. Abbott stated that he owned the property at 110 NH Route 106. He stated that he is currently under a cease-and-desist order that the Selectboard had placed him under. He stated he would like to remedy the situation. He stated he first went to Planning Board in October or November because they wanted to put an addition on the back and do a display area in the front. He stated that he was met with some opposition from one of the members who wanted him to put a stockade fence around the whole property so no one could see what he was selling. He stated he has a million dollars in the property and as an auction company, and what is taken in over the course of a month or two is put up for auction. Visibility is important to him and he would like to display items that are brought in for people to see. He claimed the member of the Planning Board and him did not see eye to eye on this and now there is a conflict. Mr. Abbott felt he was rude, slamming his palms on the desk, throwing his plans across the table, and “just being a jerk”. The Planning Board Chairman had recommended going to do a site visit. Members of the Planning Board were there, Bre Daigneault was there, and the Fire Chief was there, and the General Contractor Jesse Pacheco was there. Jeff Green the surveyor was also there with his son. The General Contractor asked if anything was needed, sprinklers, alarms etc. It was stated that it was good, and they believed it would be all set. And then Jesse had asked what if the Abbotts wanted to continue with the living quarters. It was stated that there has been living quarters there and they were all set to go. Chairman Buttrick stated that they lucked out with the Fire Chief, and that he wasn't requiring them to do anything. They went to their second meeting for the Planning Board, and when it was determined that they could not make him put up a stockade fence around the property, they could do a landscape plan. The landscape plan that came out of this was for Mr. Abbott to plant threes 10 ft. off the driveway to the berm to the corner of Allen's Mill Rd. where the rocks are. The surveyor stated that they he had to get the wetlands scientist to sign off and put the trees on the map. He stated he would get it done over the weekend and they could get to work on the following Tuesday on the property. The put in drainage, trenching, the wetlands were flagged, and they put up a silt fence. Now they are looking for an occupancy certificate after they are done with the addition. Jesse Pacheco reached out to the building inspector multiple times without any return calls. He also reached out to the Fire Chief multiple times and even went to the Fire Department. He set up an appointment on the Friday before Memorial Day to go in with the Building Inspector and finish the certificate of occupancy and the Fire Chief was a no show. Occupancy was approved, pending approval of the Fire Chief. He stated now they need all kinds of fire apparatus, alarms, Knox boxes. None of this information was told to them and they were told at the site visit that they were all set and didn't need anything. Jesse had put up all the sheet rock and the fire walls, but now all the fire apparatus is needed. When they went to

47 Planning Board and Mr. Currier made the motion to put up the trees to the rocks on the corner of Allens
48 Mill Rd. that was in December, but in January Mr. Currier stated that is not what he said and wanted
49 the trees to go to the corner and up Allen's Mill Road until it hits the other driveway. He doesn't believe
50 this is legal, and the Planning Board changed the minutes of the December meeting to reflect what Mr.
51 Currier said. A thumb drive of both the December and January Planning Board meeting was given to all
52 three Selectmen. Now the Planning Board states that he is obligated to go from the corner of Allen's
53 Mill Road all the way up. Mr. Abbott stated he was not obligated and that was not presented in
54 December, and not voted on. Now he is under cease and desist and one of the reasons is because he
55 did not plant the trees. He stated that he had not talked to Jeff since they had left the December
56 meeting. Jeff had told Jesse that the plans would be turned in Tuesday. Mr. Abbott reached out to the
57 Community Development Director on Wednesday and asked if she had heard from Jeff Green. Mr.
58 Abbott had hired an attorney to handle this for him who had been hired on May 20th. His attorney did
59 not follow up on anything and he found out his attorney didn't reach out about anything and he was
60 representing him. Parker Hoffacker and Nate Philbrook represented the Planning Board and alleged Mr.
61 Abbott was not paying attention, and was playing hardball with the Town in July. It was claimed that
62 the silt fence was down. It was not, but with the torrential rain had been pushed down and two sections
63 were not doing their job. Jesse had this put back up within a couple of days and doubled it so if the first
64 fence failed there was a secondary fence that would do the job. It was also stated there was a camper
65 parked in the lower lot and you couldn't get to it because the driveway had washed away. Mr. Abbott
66 agreed that it may have washed away, but so didn't Allen's Mill Rd. They did get the camper out and
67 they dealt with it. The Planning Board's suggestion was that Mr. Abbott be turned into DES. Mr. Abbott
68 stated that he hired people and was doing everything he felt was his responsibility to do, and then he
69 got his with the cease-and-desist order. Mr. Abbott stated that the Selectboard does not have the right
70 to tell him to remove everything that is not in an auction. He believes that ever since he had the conflict
71 with Mr. Currier that this has all gone downhill. He would like to have the cease and desist removed.
72 Chairman Warren asked what trees have been planted at this time. Mr. Abbott stated that he did not
73 have a plan and the last one that he had seen was in December. He requested from the Community
74 Development Director a copy of the plan, and she stated she did not have a copy. Mr. Abbott stated he
75 had the order, and the order says 10 ft. from the driveway to the natural berm. He planted those trees.
76 There was also discussion that there were already trees between the berm and Allen's Mill Rd. and
77 where there is natural vegetation, he does not need to put any berms. Jeff Green asked three times
78 during that meeting for verification and went back to the Planning Board in August, and they directed
79 him to follow the Town regulations. The Town regulations state that you can plant foliage trees as long
80 as they were 2.5 inches in diameter. There are trees larger than that already there. Shrubs could be
81 planted as long as they were over 18 inches tall. It wasn't until this month's meeting with the Planning
82 Board that Jeff Green finally got an answer. Mr. Abbott stated that he has never in his life met more
83 arrogant, unprofessional people in an organization as this Town has. Jesse Pacheco stated that on the
84 Selectboard meeting that was held he presented information that he had more than one inspection and
85 two final inspections, and he also presented his phone records. Jesse discussed the extensive calls made
86 to the Building Inspector, the Fire Chief, and the office for inspections. He stated they were not ignoring
87 anyone and were trying to do what they could do. Selectman Collins stated that the case has been laid
88 out, but what about moving forward. A plan was discussed about the planting of the trees, was there a
89 solution. Mr. Abbott stated that Jeff Green has a modified plan and has the trees on order, but these
90 trees were not going up Allen's Mill Rd. because there is already natural vegetation there. The
91 requirement was evergreen type trees that are 6 ft in height. Jeff Green stated that they would meet
92 the requirement except for the trees going up Allen's Mill Rd. There are issues with Allen's Mill Rd.
93 drainage and ditch was put in along the bank right there, and it's along the boundary line. And he
94 believes removal of trees on Allen's Mill Rd. will only cause more problems. Mr. Abbott stated that this

whole thing started when Mr. Currier said he had an issue with people stopping in the breakdown lane in front of his property to get out and go look at items he has for sale. He feels everything he is trying to do is met with resistance. Chairman Warren thanked Mr. Abbott for presenting his plan and that the Selectboard will take that and consider how to move forward and get him to a stage he can fully operate, that is the objective.

- 16. Dr. David Nagel** – State Representative – He is here to give an update because there is a lot going on. He has been advocating for the rates of patients in pain and disability for over 30 years. His focus is empowering patients and trying to fix a really broken healthcare system. His interest is individuals with complex disabilities. Within the legislature, they passed a number of bills this year and he was involved in. The big one was to create and integrative pain care committee. There is no ability for healthcare providers to communicate effectively for patient care. He stated the Health Insurers has way too much power over prior authorizations. So, he had put together an Ad Hoc legislative group and have gone to great lengths to try and solve this problem together. He is part of the opioid abatement and believes that the funding for that came from people in pain and it needs to go back to people in pain. As of right now, those in addiction are unable to get access to the funding and he does not believe this is fair. It is going to be a busy year for him and it's a really busy job for him. He is currently on ten different committees, and he really loves what he is doing and getting feedback from people. Vice Chairman Baiocchetti asked about the NH Retirement System and anything that directly affects the Town of Gilmanton. Dr. Nagel asked Vice Chairman Baiocchetti to keep in touch and if the Town has opinions, reach out to him.

OLD BUSINESS – Draft Budget Discussion, Outside Agency Presentation

- **Outside Agency requests**

- 1. New Beginnings** – Shauna Foster, \$1,000. This is the domestic violence and crisis center for all of Belknap County. Advocates provide crisis support and intervention 24/7, 365 days a year. They respond to Concord Hospital-Laconia and work with Police Departments County wide. Currently they are providing prevention education at Gilford High School and educates the students on consent and has been working with them on tech safety as well. They also work with college bound students so they understand their right to an education if they are a victim of sexual assault or domestic violence. \$1,665.41 in service was provided to residents of Gilmanton from New Beginnings. They also funded a \$3,000 scholarship for a resident of Gilmanton.
- 2. Lakes Region Mental Health** – Beth Vachon, \$7,500. LRMHC is the designated mental health center serving 24 towns for all of Belknap County as well as Grafton County. They are implementing an electronic health record this year, which costs more than \$1 million. They run a 24/7 mobile crisis response team. They have staff available upon request to speak with first responders. They added a clinician to the Gilford School District. Last year, 61 residents of Gilmanton were served and provided over \$8,000 in charitable care.
- 3. Granite VNA** – Beth Slepian, \$7,600. Granite VNA provides hospice and palliative care services that are not covered by third party payers and provide additional clinics for the community, and also for those without health insurance, those with Medicaid, and underinsured. To date, they have provided 1,200 visits to the residents of Gilmanton. Selectman Collins asked what the monetary amount was that those 1,200 visits Granite VNA provided in care. Chairman Warren requested that they be able to determine the charitable cases for Gilmanton residents. She stated she will provide this information this week. *As of September 21st, the request for funding was withdrawn due to the inability to provide information requested on how many and the amount of Gilmanton residents provided care by Granite VNA.*

- 142 4. **CASA** – Tarah Bergeron, \$1,000. CASA provides volunteers to children who are victims of abuse
143 and neglect. The volunteers speak on behalf of the children's best interest in court. In 2022,
144 CASA had to refuse 93 children, and that means there is not a trained advocate available to take
145 the case. The case then goes to the State and a paid Guardian Ad Litem is assigned for \$60/hr.
146 to represent the child. While they are with the child for the duration of the court case, they are
147 not required to see the child more than once. The CASA volunteers are required to meet with
148 the child monthly. In 2023, just in the first quarter from July to September, 94 children were
149 refused. Just since January 2023, over 200 children have been refused, because cases that are
150 coming forward are horrific, involving more children, and taking longer so the volunteers are
151 unable to take on as many cases. There is a huge need for volunteers to be able to meet more
152 of the needs than they are able to do right now. There are currently active cases in Gilmanton.
- 153 5. **GYO** – Katie Bass, \$5,500. They promote sportsmanship and provide sports programs. GYO
154 offers three sports a year for ages 4-6th grade. Soccer in the fall, basketball in the winter, and
155 baseball, softball, and t-ball in the spring. \$2,634 goes towards insurance. \$1,500 for porta
156 potty rentals. Electricity is \$678.91. This is a total of \$4,812.91, the remaining \$700 would go
157 towards mowing, which is currently \$3,075. Vice Chairman Baiocchetti asked how much income
158 GYO and Katie responded in an effort to not misspeak, that the programs just about break even.
159 Recently fundraising efforts are through concessions.
- 160 6. **Snowmobile Association** – Brian Lamarsh, \$4,000. Their club has been around since 1972 and
161 offered services by creating the snowmobile trail system. There is 67 miles of trail within the
162 Town of Gilmanton. The snowmobile trails are open from December until March for
163 snowmobilers, snowshoers, or dog sled teams. The appropriation request is for trail
164 maintenance. Funding last year was put towards two different projects for Pine Hill Rd. to repair
165 some washouts and install a gate to preserve. Another project was a 70ft long bridge over the
166 Suncook River was redecked, because it had extreme damage and deemed unsafe. A future
167 project they would like to work on is a bridge on Town Farm Road which needs to be redecked
168 because it's a safety hazard. They have not yet done triaging from all the rain over the past
169 summer. They do expect washouts and possibly some bridges that needs repairs or
170 replacement.
- 171 7. **Shellcamp Lake Association** – Brian Vaillancourt, \$5,000. They put in a Warrant Article request
172 for the treatment of milfoil. This request is 25 percent based on this year's treatment cost.
173 They have submitted the grant from the State and they have already collected the funds needed
174 from the association. Selectman Collins asked if there was potential for this to be remediated.
175 DES had stated that it was caught early enough and there is a possibility that it could be
176 eradicated, but until they do the post survey they will not know for sure. Chairman Warren
177 stated that they are looking at what it would take for a Town wide initiative to put it in the
178 budget to take care of all of the Town wide bodies of water with invasive species. TA Carpenter
179 stated that they are looking at both options simultaneously and the language for that is being
180 vetted through legal counsel and DRA.
- 181 8. **4th of July Association** – Adam Mini, \$5,500. They did quite a bit of fundraising to help offset
182 some of the cost of the fireworks. When they reached out to American Thunder they had not
183 even finished the fire work season, and they reach a dilemma on how to forecast for the
184 following year. He believes they have a healthy balance right now and even though they have
185 not met at a board yet, he believes they might be able to reduce the request. He also
186 mentioned that for the Tricentennial they may want a larger fire works display anyway so it may
187 not be a bad idea to keep some extra funding in there for that.
- 188 9. **Community Action Program** – Leah Richards, \$5,000. Their goal is to help low-income
189 households in Belknap County, so they do assist Gilmanton residents. They offer fuel assistance,

electric assistance, weatherization, and helping with food through their food pantry as well. They do referrals for housing as well. They have seen a large increase in need with an increase in application for fuel and electrical assistance as well as visits to their food pantry. Gilmanton has 78 households enrolled in fuel assistance, 61 households enrolled in electrical assistance, and just in energy assistance alone Gilmanton residents received \$183,303.22. The funding received from Gilmanton and other towns in the county goes towards employment and paying bills.

- 10. Gilmanton Iron Works Library** – Susannah Chance, \$1,000. The building the Iron Works Library is housed in was built in 1916 and is on the register of the National Historic Places. There is a skeleton crew of seasonal volunteers. Chairman Warren asked if the budget was books, electricity, maintenance etc. Susannah stated yes, books, electricity, building maintenance, post office box rental, and she stated that at one point, the Town covered the cost of insurance for the building, but this is something that they have been able to maintain for a number of years.

MEETING MINUTES APPROVAL

1. **08-07-2023** – Public Minutes
2. **08-24-2023** - Non-Public Minutes
3. **08-21-2023** - Public Minutes
4. **08-31-2023** - Public Minutes

Motion: On a motion by Chairman Warren and seconded by Selectman Collins it was voted to approve the minutes of 08-07-2023 with amendment to line 65, stating the traffic study is required and the Town has done this. It should state that the Town has not done this. (3-0)

Motion: On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to approve the minutes of 08-21-2023 (3-0)

Motion: On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to approve the minutes from 08-31-2023. (3-0)

Motion: On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to approve the Non-Public minutes from 08-24-2023. (2-0) *Selectman Collins, abstained*

CONSENT AGENDA

5. **Appointment** – Nikita Twaalfhoven, Full Member of the Trails Subcommittee for the Conservation Commission.
6. **Appointment** – Daniel Redin, Alternate Member for the Cemetery Trustees.
7. **Trustees of Trust Fund Letter** – Busby Construction, \$37,825 - \$30,000 to be withdrawn from the capital reserve for Recycle/Transfer Station Facility Improvements and \$7,825 to be withdrawn from the Capital Reserve Infrastructure Repairs and upgrades.
8. **PO and Trustees of Trust Fund Letter** – Clean Harbors, \$22,129.11 – This money will be withdrawn from the Capital Reserve Infrastructure Repairs and upgrades.
9. **NH Electric Co-op** – Acknowledgement of reimbursement for lighting upgrades in the amount of \$7,990.07 and \$1,997.52.
10. **Request for Usage of Town Facility** – Gilmanton Historical Society would like to host a meeting of local historical societies, next meeting 10/14.
11. **Recommittal Warrant for Town Clerk/Tax Collector** – Signature required.
12. **Police Department** – Grant approval – body worn cameras. This needs a signature from the Chairman.

Motion: On a motion by Vice Chairman Baiocchi and seconded by Selectman Collins it was voted to authorize the Chairman to sign the Department of Safety Grants Management application signature page. (3-0)

Motion: On a motion by Vice Chairman Baiocchi and seconded by Chairman Warren it was voted to approve the consent agenda as presented. (3-0)

Chairman Warren question the PO for Wolcott for roadwork and why it was not in the consent agenda. TA Carpenter stated that per a previous conversation with the Selectboard that any PO's that come through Highway Block Grant or Road Improvement that the Selectboard needs to know about it. The TA can sign this, but she was not comfortable with it coming out of Road Improvement without the Selectboard's approval. She does believe this can come out of the hired service line, 4312-390.

NEW BUSINESS (cont.)

17. DPW/Job Description – Discussion. In the Selectboard packets are samples of DPW job descriptions to start the conversation of DPW Director and what that will entail. UNH has a program that can assist with job descriptions and putting a board together to do interviews. This process needs to move quickly and they should be starting to do interviews in November, so the position would have to be posted in October. They also need to look at how this will be transitioned once someone is hired. The pay structure needs to be evaluated. TA Carpenter stated that the Selectboard wants to meet with the current staff and see what the needs are and go from there. She stated a time should be set over the next two weeks and requested input from the Selectboard for the job description. The hope is to start publicizing the position by mid to late October. Vice Chairman Baiocchi stated by the next meeting, October 2nd, they need to approve the job description. Areas under Gilmanton DPW will be Parks and Rec., Transfer Station, and Highway Department. Because the Town of Gilmanton has Cemetery Trustees and a Conservation Commission, the DPW job description will not entail cemetery duties or forest management. The hope is that they will start with the DPW Director and in the future be able to build on what is needed, because currently there is limited staff. The Selectboard requested input on anything the Fire Chief and Police Chief feels will be beneficial as they work on the job description for the DPW. Discussed was a date for the lunch staff meeting and they agreed on September 25th at noon.

18. PO – Wolcott Construction \$5,000, patching tar roads where washouts are on Halls Hill, Mountain Rd., Middle Route, and Sawyer Lake Rd.

Motion: On a motion by Vice Chairman Baiocchi and seconded by Chairman Warren it was voted to take the PO for \$5,000 for Wolcott out of line 4312-390 under other hired services. (3-0)

19. Fire Department – 1935 Fire Truck, request to place on Municibid website. Chief Hempel discussed needing room at the station and the need for space at the station. They would like to have this sale return some funding back to the community. He is looking for approval to move forward with setting that up.

Motion: On a motion by Vice Chairman Baiocchi and seconded by Chairman Warren it was voted to follow Chief Hempel's request and allow him to post the 1935 Fire Truck on the Municibid website. (3-0)

21. Conservation Commission Update – Town owned property review. Provided to the Selectboard was a list of the Town owned properties. They will be meeting and having a discussion on what properties the Conservation Commission is interested in. Chairman Warren would like to have a discussion with them prior to any properties going on a warrant. The Conservation will provide the Selectboard with additional information after their next meeting.

PUBLIC COMMENT – 7:00 p.m.

- Brett Currier – On April 13th the ambulance was called for him. After that a bill was received by the Town of Gilmanton. They bill you, and if you don't pay it, they take what your insurance pays. He ignored the bill he received, then received an additional bill. This is the fourth bill he has received and the language gets worse and worse. He reached out to Vice Chairman Baiocchi and it was recommended to call Chief Hempel. He reached out to Chief Hempel and he had not called him back.

He wanted it noted for the record that the people in town do not have to pay these bills. He knows better than to pay the bill, but there are others in town who do not. He doesn't know if anyone in town has paid these bills and believes that if anyone has, they should be reimbursed. The residents pay for the ambulance service with their tax dollars. Brett is not blaming the chief for the billing; he is blaming the company. But if the Chief doesn't realize what the company is sending out there then he believes that needs to change. Chief Hempel stated that he does get phone calls occasionally on this and he believes the Selectboard needs to take some action about how they would like to go about collections. Chief Hempel stated that these bills fall off, they do not go to collections, but the wording is a little bit threatening, and a lot of residents may not understand that. Once insurance payments are exhausted the company will write off the account. Typically, with the first notice, the account is satisfied, but sometimes there is a secondary insurance. The company that is used is Quick Med Claims and they will continue to try and get the payment made from the resident, but if the resident is unable to pay the company will write it off. Vice Chairman Baiocchetti stated that if you are a Gilmanton resident you should not be getting charged for the ambulance and a letter to Quick Med should be written stating this. Selectman Collins is not comfortable with billing an individual with the hopes that they'll pay it, especially if this is not a requirement. He would rather have a stance that they are going to bill and pursue it or not bill and not pursue it at all. Vice Chairman Baiocchetti asked why Gilmanton residents were getting the bill at all of the resident's insurance was already billed. Chief Hempel stated he would speak with Quick Med Claims tomorrow and bring his concerns to them and try to come up with a resolution. Chairman Warren stated that if he received the bill that he would pay it and that the company would take his money and not say anything about it. He believes this sends the wrong message, it's deceitful, and not something they should be presenting.

(Public Comment Closed at 7:25 p.m.)

TA Carpenter stated that she heard from Budget Committee Chairman Brian Forst regarding the schedule for Budget Committee. He will be shortening the schedule and having four meetings, two for the Town and two for the school. They will still be holding Super Saturday which is an additional day aside from the four.

SELECTBOARD ITEMS, FYIs, AND OTHER TOPICS

22. Department Head Updates – Highway, Fire Department, Police Department, Executive

23. Police Department – Patrol Office Dahmke Resignation. Chairman Warren thanked him for his service to the Town of Gilmanton.

Motion: On a motion by Chairman Warren and seconded by Selectman Collins it was voted to accept the resignation of Officer Michael Dahmke and continue to provide opportunities for part-time work as needed. (3-0)

Chairman Warren received a phone call from the Chairman of the Planning Board and because there are multiple conversations and requests for private road agreements. The Planning Board does not seem clear on how to make recommendations. He spoke with the Community Development Director and she feels there is clarity in the road standards, but the Chairman of the Planning Board was looking for a little more recommendation and to push it back down to them to create more language in the ordinance to know the process of approving these private road agreements. What the Planning Board Chairman is expressing is that there are not consistent standards with these agreements for how the roads are being constructed. TA Carpenter stated that she believes they are very clear. What is not clear and consistent is their execution and how they are presented across the board. Private road agreements have been given out with very little standard. If the rules are not being applied consistently it makes it very difficult for first responders to respond to calls. The recommendations that the Boards give to the Selectboard are vital, but if they are not giving their due diligence and not training in what they can do, but they have to know what they are doing to move forward.

Currently, they do not have a board that goes to training. This is frustrating for the office staff, because then the burden lies with them who has to rely on legal counsel. Further discussed was the previously approved private road agreements and the failure to follow up to make sure they have met the standards and then they are left with half done projects. They should not be getting a building permit until the standards are met. TA Carpenter stated that the Town should be bonding these individuals because if the private roads are granted and require a variance there is a possibility for another variance on an adjacent lot and there's a system developed with no standards. The Planning Board needs training and they need to understand the rules and regulations. Chairman Warren is concerned about inconsistency and challenges that it may bring down the road. Vice Chairman Baiocchetti asked if the Planning Board was supposed to be going out and doing site walks. TA Carpenter confirmed, and it should be done during a meeting and they can only make their decisions as a board.

- ☐ **Action Item:** TA Carpenter will find out if there is a check list for private road agreements or something they follow for approval.

OLD BUSINESS (cont.)

15. Traffic Count and Speed Analysis – Lakes Region Planning Commission came out and placed counters and sent back over 700 pages of data collected. The counters were placed for 14 days. With the data collected they capture the 85th percentile which is 85 percent of the vehicles that drive through that area during that time period, traveling at that speed or below. The guidelines for streets and highways recommend that speed limits should be set or can be set safely within 5 miles of the 85th percentile for that area. The Selectboard is allowed, given per RSA to change and alter speed limits for roadways. Included is the engineering traffic study. On Hemlock drive, the 85th percentile speed for that area was 28 mph, there were no crashes during this time period, and the speed limit set is 25 mph. Middle Route had just over 6,000 vehicles travel the roadway. The 85th percentile was 40 mph. There were two crashes on this roadway, neither were speed related. Crystal Lake Rd had 14,000 vehicles travel the roadway. The 85th percentile speed was 34.4 mph. There were no motor vehicle crashes during this time period and the current posted speed limit is 25 mph. Stage Rd. had almost 18,000 vehicles travel the roadway. The 85th percentile speed limit was 48.7. There were no crashes and the posted speed limit is 35 mph. Allens Mill Rd had 19,000 vehicles, with the average speed being 47.8 mph, and the current limit is 35 mph., there were no crashes. Lakeshore Drive had just under 4,000 vehicles. The average speed was 24.5 mph, no crashes, and the current speed limit is 25 mph. He reviewed back 10 years, to January 1st, 2013 to check the crash data for all the roads. Hemlock Drive had 8 crashes that were speed related, Middle Route had 48 crashes, 9 of which were speed related, Crystal Lake Rd had 19 crashes, 1 was speed related, Stage Rd. had 52 crashes, 9 were speed related, Allens Mill Rd. had 44 crashes, 2 were speed related, and Lakeshore had 2 crashes, neither were speed related. Based on the data collected, Chief Currier made the following recommendations based on each road; Hemlock Dr., remain at 25 mph. Middle Route, remain at 35 mph. Crystal Lake Rd., discussed was the House bill that failed which would have allowed for seasonal speed limit change, his recommendation is that the road is posted at 30 mph. If the bill returns and is passed, they can discuss having a seasonal speed limit change. Stage Rd, the recommendation is to remain at 35 mph. Allens Mill Rd. is recommended to remain at 35 mph. Lakeshore Rd, is recommended to drop down to 25 mph. as it was prior to the traffic study. Chief Currier believes that people drive how they drive regardless of the signs. He had taken into consideration the road conditions, design, traffic, accidents, etc. Chairman Warren stated the only road that require being changed back were Crystal Lake Rd. to 30 mph and Lakeshore Dr. back to 25 mph. Chief Currier stated that the speed limit cannot be lower than 25 mph per statute.

TA Recommendation: TA Carpenter recommended putting the information out specific to each of the roads for further discussion and posting a Public Hearing and posting the information in advance so the residents will be notified.

381 **14. Transfer Station Update** – Discussion and update for September 27th. At the previous meeting the
382 Selectboard requested a full-time job description and some additional information on how much a
383 dump trailer can hold and dump capacity, and he did provide some of the information requested.
384 He is still working on the full-time job description. There has been a delay on containers which will
385 delay the soft opening. They are still working with DES and who has requested the wood line be
386 cleaned up of loose debris. The outstanding items are the containers and they need to ensure they
387 have proper storage, and they are working on written standards. Then they can begin working on
388 writing the plan that DES requires to be fully open.

389 **13. Budget Discussions** – Budget Discussion – TA Carpenter stated that the budget is currently at about
390 a 20 percent increase, which she knows the Selectboard does necessarily like, but there are places
391 to cut. Chief Currier had some additions to the Police Department Budget. One item was the
392 Prosecutor. They had been waiting on documentation from Belmont for contract purposes and can
393 be added to the Default Budget if it is voted that way. They were also notified recently that the
394 Public Safety Building did not have hot water, there were two quotes submitted. One was a quick
395 fix, and a replacement cost. These are catastrophic incidents that cannot be planned for. TA
396 Carpenter stated that additional funds can be added to the Infrastructure Fund, or it could be placed
397 in Government Buildings. She suggests tracking repairs and maintenance items so they can begin to
398 budget for buildings appropriately. Chairman Warren asked Chief Currier for clarification on the
399 prosecutor service and whether it's a lump sum annually, or do they charge per service, per time.
400 Chief Currier stated this is a lump sum, and a flat rate whether they prosecute 150 cases or 1,000
401 cases.

402 Revenues for the Town do not start until December, but Finance has begun this process per DRA.
403 Chairman Warren stated that as much as the Town budget is going up, he would like to see the
404 revenue side to see how it impacts the residents. Revenues are found with taxes, fees, permits,
405 there is a portion of registration fees, pistol permits, dog licensing, ZBA, Planning, and Transfer
406 Station fees, but currently no fees are being collected.

407 Chairman Warren suggested to the Selectboard discussing a percentage they are comfortable
408 presenting to the residents or based on Warrant Articles that have been approved, such as DPW,
409 and what are the line items that are most important and concentrate on employee retention. He
410 does understand that the Town budget faces a higher amount of scrutiny then the school budget
411 tends to, but recognizes that the Town budget funds the services that affect the larger part of the
412 population. He is looking at making a reasonable recommendation to the Budget Committee based
413 on the Department Heads recommendation. Vice Chairman Baiocchi stated that the Town
414 cannot afford to lose any employees and struggles to get employees. TA Carpenter stated there is
415 are vacancies in every department and moving to a DPW, they are looking at doubling the staff for
416 the Highway Department. She stated that where they need to look is the sub-contractors. The DPW
417 transition can be done in stages and it will not cover all services immediately. There are areas that
418 are able to support the DPW that will not have a huge impact on this year's budget. This year's
419 budget sits at a 19.42% increase at \$989,327. Vice Chairman Baiocchi asked what the number is
420 without the Warrant Articles, TA Carpenter stated this number did not include the Warrant Articles.
421 TA Carpenter added the current budget for the Road Agent and added additionally \$92,000 for the
422 DPW Director. These position both do not need to be in the budget and one can be cut from the
423 budget. This is the same for the Police Department Budget Executive Assistant position overlap.
424 Selectman Collins stated he would be agreeable to eliminating the #6 position for the Fire
425 Department. TA Carpenter stated on line 4220-120, wages PT, if the #6 position is cut, which is the
426 position Chief Hempel is requesting he will no longer be sticking with the \$61,000 original request
427 he had and would be moved up to \$112,000. Chief Hempel's goal was to fortify the 24/7 coverage
428 but he has not been able to fill his #5 position. Chairman Warren stated he felt the #6 could be

429 removed from his estimation, because the other position had not been filled. There is no point in
430 asking for two if they are still struggling to fill one. Selectman Collins asked what the view was on
431 removal of line 4220-119 and line 4220-120 then increasing to \$112,000. Chairman Warren stated
432 he would remove that one as well. TA Carpenter stated that all the Fire Department positions
433 would have been fortified, but they lost an employee to another town due to pay. Chief Hempel
434 stated that the position would need to be fortified if they didn't want to see an increase in overtime.
435 Selectman Collins believes this is an issue with how it was presented to the voters initially.
436 Chairman Warren is trying to find ways to care for the employees without adding significant
437 services. There is a large commitment for the DPW Director and that was a decision that the voters
438 made so that needs to be a focus to ensure that they have what they need. He requested what it
439 looks like to give additional benefits through healthcare. TA Carpenter has provided the Selectboard
440 with an 80%, 90%, and 100% paid healthcare option and each has an increase. All employment
441 vacancies are fortified with a family plan because that is a worst-case scenario option to ensure
442 there is enough funding. Currently, the Town pays 80% of the healthcare costs for employees. TA
443 Carpenter recommends this to be the focus of the Selectboard because it affects every employee
444 and fortifies vacant positions. This gives Department Heads a stronger position when negotiating.
445 Chairman Warren agrees with this, but they are looking at doing a lot in one year. TA Carpenter
446 stated that they can put insurance on hold. Since Budget Committee is making an adjustment to
447 their schedule this year, there is a little more time to make these considerations and get the final
448 numbers from the insurance carrier.

449 Chairman Warren further discussed DPW Director position and additional funding requested for
450 Road Betterment. TA Carpenter stated that the additional funding can be added in a Warrant
451 Article. Also further discussed were the overlapping positions for the Police Department and the
452 DPW Director. Selectman Collins stated he would go through the budget line by line and cut out
453 things that we don't think are needed and then address the insurance costs at that time. TA
454 Carpenter recommends the insurance coverage because it fortifies every position. Vice Chairman
455 Baiocchi agrees and believes this is a priority. He asked whether the employees would prefer
456 100% paid insurance or a pay raise and that covering the cost of insurance for the employees is
457 more than COLA and a merit increase. TA Carpenter stated that there are areas of the budget that
458 can be cut. Further discussed was the Road Betterment Funds requested being put into a Warrant
459 Article and projects needing to be completed.

460 Chairman Warren proposed having a meeting just to discuss budgets and go line by line so they do
461 not rush going through it. He deferred to Vice Chairman Baiocchi and asked what the best
462 process is to get through the budget. Vice Chairman Baiocchi stated that the Budget Committee
463 likes plans and options, which goes over better than a declaration of how much money is needed.
464 Chairman Warren stated that the approach this year is employee retention. Vice Chairman
465 Baiocchi stated in the long run 100% paid employee health coverage is cheaper than replacing
466 employees. Further discussed is the cost of employee health coverage and the cost of COLA and
467 merit increases, and that current employees are taking on more work. Chairman Warren stated
468 that it can be approached through benefits and that would distinguish Gilmanton from other
469 communities. Vice Chairman Baiocchi stated the personnel policy is coming through and vacation
470 time has been increased, there is a sick time buy-back after 10-15-20 years, although this has not
471 been approved yet. Chairman Warren stated the Selectboard cares about a healthy organization,
472 but residents care about services and are concerned about their tax bill. Vice Chairman Baiocchi
473 stated that the school is the one that drives the Town to be the highest taxed town in the county
474 and are three times the Town's budget.

475 The Selectboard set at date of Wednesday, October 4th at 3:30 p.m. for a Budget Workshop.
476

477 **Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to move into Non-
478 Public 91-A:3 (a). (3-0)

479 **Motion:** On a motion by Chairman Warren and seconded by Vice Chairman Baiocchetti it was voted to come
480 out of Non-Public 91-A:3 (a). (3-0)

481 Discussed were summary adjustments and Police Department hiring.

482 **Motion:** On a motion by Selectman Collins and seconded by Vice Chairman Baiocchetti it was voted to adjourn.

483
484 Adjourned 10:15 p.m.

485 Respectfully Submitted,

486 

487 Amanda Davis, Administrative Assistant

488

489 **Approved by the Board of Selectmen**

490 

491 Chairman Mark E. Warren



Vice-Chair Vincent A. Baiocchetti



Selectmen Evan Collins

