



**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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Board of Selectmen Meeting

APPROVED AS AMENDED

October 18, 2021 - Academy Building – 5:00 P.M.

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

Present: Vice-Chairman Vincent Baiocchetti, Selectman Evan Collins, Town Administrator- Heather Carpenter, Road Agent Paul Perkins, Travis Mitchell, Alex DeCoste, Transfer Station Manager- Ron Nason, and 4th of July Association-Don Guarino

Present via Zoom for the public meeting and by phone for the non-public meeting: Chairman Mark Warren

PUBLIC MEETING MINUTES APPROVAL

- 10-04-2021

MOTION: On a motion by Vice-Chairman Baiocchetti and seconded by Selectmen Collins to approve the minutes of 10-04-2021 (3-0).

Amendment-Removed Chairman Collins and replaced with Selectmen Collins

CONSENT AGENDA

1. Moose Plate- Certificate of Municipality and Grant Agreement/ Old Town Hall- Acceptance of Mooseplate Grant

MOTION: On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins is was voted to approve the authorization for the Certificate of Municipality and the Grant Agreement to be signed by the Town Administrator. (3-0).

2. Assessing- MS-1
3. Personnel Action Form- Fire Department
4. Resignation acceptance- Fire Dept. & Selectmen's Office

MOTION: On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins is was voted to approve the consent agenda. (3-0).

OLD BUSINESS

2022 Budget-Continuation of budget discussions including, Budget preparation discussions; Further discussion regarding Highway, Highway Block Grant, Road Betterment, Transfer Station, & Deeded property clean-up cost- \$14,800.00.

4th of July Association: Don Guarino

Request for warrant article funds for \$5,000.00 to cover the fireworks display. Further discussion regarding corporate sponsors to offset the price of the fireworks, the question about the event being done by the Association vs it being a Town event, the question of liability as the Town holds the 4th of July Commons as part of the festivities, the Park is the location for the fireworks display and the Town budgets within the operating budget for the Police and Fire detail.

- € **Action Item:** Reach out to legal counsel and Primex to receive advice on Association vs Town Event
- € **Action Item:** Tax Status for 4th of July Association
- € **Action Item:** Item not discussed, determination to place in the budget or place in a warrant article as a fund for deeded property clean-up cost- \$14,800.00.

Transfer Station: Ron Nason

The Manger has come to the meeting to give the Board an update on his budget request, to discuss his accomplishment for the Board required timeline for office clean-up, policies, cash/credit system, understanding of the Finance policy employee scheduling to include the additional staff being requested in this year's budget. The computer issues will be addressed, CCS has been called to fix the system issues the manager is experiencing. Further discussion regarding the staffing schedule to justify the request from the Department Head.

- € **Action Item:** Dept. Policy still needed

- € **Action Item:** Cash/Credit System information still needed
- € **Action Item:** Employee Schedule
- € **Action Item:** Give updated budget worksheets to the Dept. Head
- € **Action Item:** Revenue/ Recycling Revenue for the Dept. needed
- € **Action Item:** Demo cost per year and the number year to date
- € **Action Item:** Find out much money has been brought in for tires this year.

The budget shows that we have spent \$3,000 on tire removal but only budgeted \$1800.00 but the request for 2022 is only \$2,000.00.

- € **Action Item:** Increase budget line for tires- the fee for tires is \$5.00. We should be making money on the tires, it should not be costing money.

Highway Department: Road Agent- Paul Perkins

Budget Discussion: Industrial Striping has been called the Road Agent is waiting for the quote, the cost for line striping will be placed in the budget for 2022. The last time the Board met with the Road Agent it was discussed that the department's wages for the positions would be increased, the proposed wages that have been presented tonight are the Road Agents' recommendation for those increases. The grader budget 661 will need to be taken from the \$10,000.00 to \$5,000 and the \$10,000.00 will be placed in the non-cap.

- € **Action Item:** Once a quote is received for striping, place the item in the Highway Budget. Road Agent will update
- € **Action Item:** Finance will adjust the budget to reflect the reduction in line 661 and add \$10,000 to the non-cap
- € **Action Item:** Highway Block grant will be a future conversation with the Road Agent when the Chairman can be physically present.

NEW BUSINESS

Warrant Article: Request from a resident to increase the tax credit for Service-Connected Total Disability RSA 72:35 from the \$1,600.00 that is currently available to the \$4,000.00 maximum amount allowed by the State.

Recommendation from Assessing: If the Board is considering a change or a warrant article, you may want to place a warrant article for the All Veteran's Tax Credit RSA 72:28-b because Gilmanton currently does not have that voted in, and other Belknap County municipalities have the credit available. Based on the current information, if the Board chooses to go with the increase for the tax credit for Service-Connected Total Disability it will affect 17 people and would equal \$68,000.00. The Chairman stated that he would support the warrant article for All Veteran's Credit. The Selectmen would like more information if there is an overlap to the credit for the Disability Exemption and the Service-Connected Total Disability.

- € **Action Item:** Find out if residents can simultaneously receive the Disability Exemption RSA 72:37-b with the Tax Credit for Service-Connected Total Disability or are there specifications that cause limitations.
- € **Action Item:** The request has been tabled until the warrant article meeting.

Update: The Joint Meeting with the Budget Committee, School Board, and Board of Selectmen was canceled due to conflict scheduling for the School Board.

- € **PUBLIC INPUT-N/A**

SELECTBOARD ITEMS & FYI 's

7. **Public Hearing-**Future public hearing will be needed for the acceptance of unanticipated revenue due to a surplus from HealthTrust FY2021- Approximate Town Portion- \$18,397.42 (+/-) and approximately 20% Employee Reimbursement- \$ 9,270.51 (+/-).
 - € **Action Item:** Public Hearing will be held on November 15th at 5:00 p.m. followed by the regular Board Meeting.
8. **Wage Info-** Additional wage information received from Alton and Belmont
 - Roles and Responsibilities for restructuring in the Executive office- The Vice-Chairman has no issue with the breakdown of each job, aside from the word manage, change to supervise.
 - € **Action Item:** Change the word in the roles and responsibilities under the Community Development Director role.

9. **Cable Franchise Update-** The Consortium is developing a survey to be placed on Town Websites for resident input regarding cable service.

Discussion: A survey is being drafted by the Consortium as soon as that has been prepared it will be brought to a meeting for review and placed on the website and physically in the Town Office for residents to fill out.

NON-PUBLIC Pursuant to RSA 91-A:3, II (a) and (b)- Promotion and Hire-Highway Dept.

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

This meeting was held to conduct an interview and promotion for the Highway Dept.

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. (3-0).

Note: Chairman Warren left the meeting at 7:42 p.m.

NON-PUBLIC Pursuant to RSA 91-A:3, II (c)- Tax Deeding/Repurchase

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

This meeting was held to discuss the process of a re-purchase for a property taken by deed on August 02, 2021. Location Map 409 Lot 079 for the amount of \$10,104.48.

MOTION: On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins it was voted to accept the amount of \$10,104.48 for the re-purchase of Map/Lot 409-079 by the former property owner. (2-0)

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. (3-0).

Note: The Chairman left the meeting at 7:42 p.m.

While in non-public a and b the Board took two votes;

1. To hire Alex DeCoste as an Equipment Operator for the Highway Dept.
2. To promote Travis Mitchell to the Foreman's position within the Highway Dept.

NP (b)-**MOTION:** On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins it was voted to hire Alex DeCoste as an Equipment Operator for the Highway Dept. His wage will be \$22.32 per hr., the benefits will be in line with the Town's Personnel Policy. He will have a 6-month probationary period and will participate in the NH Retirement System. Effective No. 06th. (2-0)

NP (a)- **MOTION:** On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins it was voted to promote Travis Mitchell to the position of Highway Dept. Foreman at a wage of \$25.73 per hr. He will have a 6-month probationary period, in that period he will complete a 40-hr. supervisory training course, start the Road Scholar 1 program, once completed he will start the Road Scholar 2 program. He will continue as the TAC representative through LRPC. (2-0)

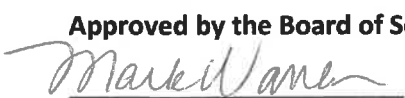
ADJOURNMENT

MOTION: On a Motion by Vice-Chairman Baiocchetti, and seconded by Selectman Collins it was voted unanimously to adjourn the meeting at approximately 8:27 P.M.

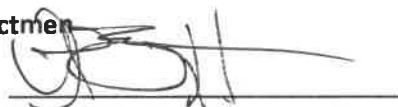
(3-0 Voice Vote – Chairman Warren, Vice-Chairman Baiocchetti-yes, and Selectman Collins -yes).

Respectfully Submitted

Approved by the Board of Selectmen



Chairman Mark E. Warren



Vice-Chair Vincent A. Baiocchetti



Selectman Evan Collins