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1/28/19

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

January 14, 2019

6:03pm. – Gilmanton Academy

**Present:** Chairman Stephen McWhinnie, Selectman Marshall Bishop, Selectman Michael Wilson, Town Administrator- Patrick Bore' and Assistant Town Administrator Heather Carpenter.

Also present please see attached sign in sheet.

**6:01pm** Chairman McWhinnie opened the meeting, took attendance of those present and voting (Chairman McWhinnie, Selectman Wilson and Selectman Bishop) and led the Pledge of Allegiance.

Chairman opens public input.

**Public Input-The following topic were discussed as follows;**

*\*Comments made by the public do not reflect the opinion of the town, elected officials or its staff.*

**Mr. Bob Burton-**

- Public input
- Addressed the Town Administrator by asking him his name
- Addressed Selectmen Wilson about information and sealed minutes he has seen about the front door
- Referenced newspaper article about the cooling off period between the Police Dept. and the Town

Town Administrator responds to the cooling off period;

- We don't back what the paper has written

Discussed minimum standard received so far with the agreed cooling off period are as follows; 7-days advance notification period prior to vacation, he has agreed to send in monthly reports, the Chief of Police will attend a monthly meeting without legal counsel present to update/inform the Board and the plaintiff has agreed to do those things in order to keep the minimum administrative things going because they were not going before. This will continue until we have a resolution one way or the other with the lawsuit. *The money spent on the case* is an issue, it hurts the tax payer to spending \$72,000 to get a notice of vacation.

**Mr. Burton**

- How many law firms represent the Town?
- Clerk Windows/Security glass and security breeches and front doors are still locked
- Are there minutes that state when the doors were locked?
- Town website doesn't need to be re-done, spend the money elsewhere

**Mr. Don Guarino-**

- Cost for electrical work and the current bid policy

**6:29 Chairman Closes Public Input**

**Approval of Minutes –**

Minutes of 12-28-18 have been tabled

The follow minutes had been approved in prior meetings, the Board provided only signatures to the approved minutes from;

12-03-18

12-10-18

12-18-18

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop is was voted to open the consent agenda\_(3-0)

**Consent Agenda/Signature File**

Purchase Orders:

PO-JR Stockwell: \$7,869- Selectman Wilson had further question about the initial quote and the additional items. This purchase order will be held until the following meeting.

PO - Morton Salt (State bid): \$60,000

PO – Brian Forst: \$60,000

PO- CivicPlus (website): \$6,600

PO- Belknap Tire: \$1,856

PO-Pike Industries: \$1,986.36

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop is was voted to approve the consent agenda\_(3-0)

**New Business**

- Letter of interest from Ms. Leslie Smith and Mr. Nicolas Peterson

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to appoint Ms. Leslie Smith as an alternate member to the ZBA and Mr. Nicolas Peterson as an alternate to the Planning Board. (Chairman McWhinnie-yes, Selectman Bishop-yes, and Selectman Wilson-yes)

Appointment letters will be sent out along with the directional congratulatory letter to each individual.

Discussion about the Selectmen's ability to appoint Planning Board members as it was voted in as an Elected Board. The Selectmen have the ability to appoint member to the Planning Board until all members have become elected, at that point the fully elected board will be able to appoint their own alternate members.

**NH RTE 107 & 140 Intersection project proposal –**

Mr. Richard Nowak speaks about the information he received from NH DOT and the Gilmanton Police Chief.

Town Administrator was directed by the Board to reach out to NH DOT to find out about all new information received that the Town has not been made aware of.

**Right to Inter-Beech Grove Cemetery- Jane Lemire in the amount of \$200.00**

The Board consensus to recognize the right to inter in the amount of \$200.00

**Acceptance of resignation-** Office Collins and Office Ackerstrom of the Gilmanton Police Dept.

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to accept the resignation of Officer Collins and Officer Ackerstrom. (3-0).

**Front Door discussion-** Town Administrator speaks to the need for rules that should be made during non-business and business hours for the use of the entrance doors and parking.

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted to unlock front and back doors to the Town Hall for normal business hours, buzzer will be used for evening business hours for the clerk's office on Monday and Thursday nights. If there are future issues the buzzers will be used again. (3-0)

Notice will be posted about access to the Academy on the website for public notice.

### **Deliberative Session-**

Town deliberative session changed to Feb. 7<sup>th</sup> at 6 p.m. to accommodate the moderator

School deliberative session changed to Feb. 6<sup>th</sup> at 6 p.m. to accommodate the moderator

The Town Administrator suggestion is to move the Town Deliberative to the Academy Building, the Board doesn't see the need to move the location at this point. Deliberative Session will be held at the Gilmanton School.

\*Snow date will be the same- Feb 9<sup>th</sup> starting at 10:00 am with the school deliberative session, followed by an intermission and the Town's deliberative session starting at 11:30 a.m.

### **Old Business**

Differences between the budget that the Board of Selectmen recommended vs the recommended budget from the Budget Committee is \$4,732.00 less.

The Budget Committee recommendation will be a 9.5% increase from last years voted budget

Two main items need to be addressed-

Warrant Articles- pg. 11 on 2019 Proposed Budget Debrief

The total gross value of the warrant articles is \$3,074,356.00

Total funding through taxation is \$407,700.00

### **Default Budget-**

Two main items in the Default Budget need to be addressed-

- Town Website- These monies have been encumbered and should not be carried over in the default budget
- Professional Services Consultant Planning Board- A large portion of this amount is related to the Master Plan update which is complete and doesn't need to be carried forward

The total adjust decrease from these items are \$17,210

### **Warrant Articles-**

IW Fire Station Roof- The Budget Committee is not recommending the article due to lease concerns. The Fire Chief has asked the Board to pull the Warrant Article from the list so there is time to formulate a new agreement.

Engine # 3- The Budget Committee at Super Saturday decided not to recommend the warrant article that was asking to replenish the Fire Dept. Vehicle Repair by \$5,000 because they thought that there was enough money left in the fund. There is approximately \$20,000.00 left, there is a potential bill of \$8,500 to have the fire truck fixed. The recommendation from the Town Administrator is to leave the warrant article and to discuss at the deliberative session.

*Reference-pg. 15 on 2019 Proposed Budget Debrief*

The Budget Committee added \$5,282.00 to the Police Dept bottom line. Further discussion between the Town Administrator and the Chairman about where to put those excess monies in a separate line.

Budget Code- Legal- 4153

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to move \$5,282.00 from the bottom line of 4210 into put into line 01-4153-320(Chairman McWhinnie-yes, Selectman Bishop-yes, and Selectman Wilson-no).

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted to go with the Budget Committee's recommendation for the bottom line of \$4,113,881.00 (Chairman McWhinnie-yes, Selectman Bishop-yes, and Selectman Wilson-yes).

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted to pull per the Fire Chief, the warrant article for Iron Works Fire Station Roof in the amount of \$30,000.00 (Chairman McWhinnie-yes, Selectman Bishop-yes, and Selectman Wilson-yes).

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Town Administrators recommendation for Jan. 2, 2019 Default Budget reduction of \$17,210.00. (Chairman McWhinnie-yes, Selectman Bishop-yes, and Selectman Wilson-yes).

Town Administrator discusses a combination of items in regards to the Zoning Articles, clarification of what was voted on last year on dwelling units, removal of a property from the Historic Dist. and the voters' guide. The Chairman would like a representative at the Deliberative Session to field the questions about the petition warrant article for the historic property.

**Easements for the Stage Road Bridge projects-** Two out of three concerns have been addressed with the abutter. There is an issue with one abutter and there has been a suggestion of compensation.

General Consensus- The Board directs the Town Administrator to reach out to the land owner to discuss the issue and come back to the Board with the information.

**Crystal Lake Bridge Project-** High water mark analysis will be needed the additional cost is \$6,990.00, DOT would cover 80%, towns portions would be \$1,398.

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to have the Chairman be the sole signature on the Municipal contract amendment form- NHDOT which contains the monies for the high-water mark. (Chairman McWhinnie-yes, Selectman Bishop-yes, and Selectman Wilson-yes).

**Police Detail Rate-** Discussion between the Chairman and the Town Administrator about past rates, current charges, the differences between the Town charge vs the School charge for details.

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Police Department *to do* the details at the Gilmanton School to include what they work for hours and it be charged at \$55.00 per hour. (Chairman McWhinnie-yes, Selectman Bishop-yes, Selectman Wilson-yes)

**Select Board Items**

Mention of the loss of a community member- Mr. David Russell and long-time contractor of the Town-Mr. Bill Tobin

**Recess**-Chairman called for a 10 minutes recess, seconded by Selectman Bishop (3-0)

**Reconvene from Recess at approximately 8:00 p.m.**

**1) Non-Public Session per RSA 91-A:3, II (c)-Reputation**

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c). (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**2) Non-Public Session per RSA 91-A:3, II (c)-Reputation**

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c). (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**3) Non-Public Session per RSA 91-A:3, II (a)-Compensation**

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (a). (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

**4) Non-Public Session per RSA 91-A:3, II (b)-Hire**

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (b). (3-0 Voice Vote – Chairman McWhinnie– yes, Selectman Wilson–yes, and Selectman Bishop– yes).

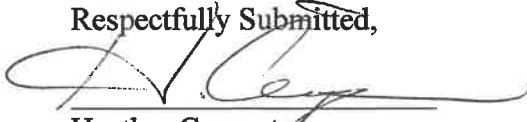
**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie –yes, Selectman Wilson–yes and Selectman Bishop – yes).

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session (b). (3-0 Voice Vote – Chairman McWhinnie–yes, Selectman Wilson –yes, and Selectman Bishop – yes).


The meeting room was opened to the public. The Board noted the Non-Public Session minutes were sealed.

**Adjournment:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted unanimously to adjourn at 9:01 p.m. (3-0).

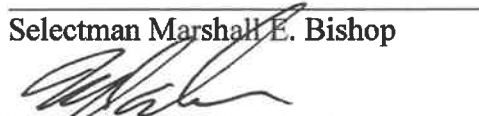
Respectfully Submitted,

  
Heather Carpenter

Approved by the Board of Selectmen

  
Chairman Stephen P. McWhinnie

Selectman Marshall E. Bishop

  
Selectman Michael J. Wilson

{Audio recordings are available at the Selectmen's Office and for free as a link on the Town website through SoundCloud}



