



APPROVED AS AMENDED; LINE 104, 110, & 116

Board of Selectmen

Town of Gilmanton, New Hampshire

January 06, 2020

6:05 pm. – Gilmanton Academy

Present: Vice Chairman Michael Wilson, Selectman Mark Warren, Town Administrator- Patrick Bore` and

Assistant Town Administrator-Heather Carpenter

Absent w/ notice: Chairman Marshall Bishop,

Also present please see attached sign in sheet.

Open Public Meeting-

Vice Chairman Wilson opened the meeting, took attendance of those present and voting (Vice Chairman Wilson and Selectman Warren) and led the Pledge of Allegiance.

Disclaimer: The views and opinions expressed in stated or attached statement read during public comment are those of the speaker/authors and do not reflect the opinion of the Town of Gilmanton. These minutes represent topics discussed and not a reflection of verbatim discussion.

New Business:

First Congressional Society-

Introduction presented by Attorney Ethan Wood with Normanandin, Cheney and O'Neil representing the First Congressional Society, Mr. Patrick Wood, Mr. George Roberts and Mr. Rich Lougee:

There is some uncertainty regarding the title to a specific parcel of land. What we are trying to do is functional make sure the church has the title to all the land. In 1765 the Town conveyed this parcel as a school lot. After that in or between the 1815-1820's, after the United States was founded and the separation of Church and State solidified, the Town deeded the property to the First Congressional Society in Gilmanton but there was never a deed recorded. They transferred the property but never deeded it and now what we are trying to do is functionally clean up from then. It is my understanding that there was a Town vote but we don't necessarily have records of the Town vote at that time. The property doesn't appear on the Town roles, as Town owned property.

Further discussion between the Selectboard and the representation for the Society about the surveyed range ways/maps, and the boundary lines of the property, if this procedure needs to be placed on the warrant or to find out if the Selectmen have the authority grant the confirmatory deed.

Town Administrator- The request and the letter has been forwarded to town counsel and has made some recommendations which will be discussed with the Board in a non-public before we share what the Board decides. Further discussion about RSA 41:14a and how it could affect the process for this request.

Proposed language for a warrant article was given to the Board and Administration if that is the path that needs to be taken with this request.

Outcome of the discussion: The Board will consider the request and legal advice; the Town Administrator will reach out to the representation for the First Congressional Society prior to the deadline date for submission of a warrant article.

Public Input opened at 6:41 p.m.

Mr. Brett Currier spoke on the following topics;

- The Brennan boys, their business, and the fee that they may incur on their small business through the fees Transfer station and their ability to use the dump on the weekends.
- Holiday's in regards to the Transfer Station hours.
- Town Website- Agenda placements

Approval of Minutes:

MOTION: On a motion by Selectman Warren and seconded by Vice Chairman Wilson it was voted to amend the minutes of 11-18-2019, to amend the \$2600 donation to say \$26,000.00 donation from Marion McIntyre, on line 28. (2-0)

Consent Agenda:

MOTION: On a motion by Vice Chairman Wilson and second by Selectman Warren it was voted to open the consent agenda (2-0).

- P.O.- Highway Dept. Sand for 2020/Brian Forst- \$65,000; the contract is attached.
Selectman Wilson- Did this go out to bid?
ATA- Not through this office.
Selectman Wilson- I assume the bid policy still stands in place for this, anything over \$5,000.00 has to go out to bid?
TA-Correct.
Selectman Warren- Can you clarify a few things, because he is an elected official do, we have authority based on Town Policy?
TA- The Board always holds the power of the purse and the authority to set policy.
Further discussion on the bid process, elected official and proper process following the policy, and a request to find how much sand does he have in the stores.
If he needs to get sand for emergency purposes to fill the stores than that is possible.
- **Board Consensus:** The Board wants documentation for three different bids, if it wasn't placed out to bid, then it needs to be placed out to bid.
- P.O.- Highway Dept. Morton Salt- \$70,000; State bid.
- Henry Page Memorial Event permit- Utilizing the Town Hall for additional parking for the event.

MOTION: On a motion by Vice Chairman Wilson and seconded by Selectman Warren it was voted to close the consent agenda as amended. (2-0)

Old Business

The Town Administrator presented the Board with the final budget worksheets based on latest changes in numbers that Board has approved for recommendation.

The packet the Board received includes the finalized work sheets, slide presentation, the summary spreadsheet of the forty-five warrant articles and estimated revenues. There are eight zoning articles and the rest are special warrant article but only includes one petition warrant article to date. It is going to be a fairly significant warrant.

The last piece of the package that needs approval tonight is the estimated revenues.

TA Recommendation: To post all those documents no later than this week so the residence can come prepared to the public hearing on January 15th.

Further discussion on the overall increase to the budget compared to the default budget, the need to budget for 53 weeks instead of the average 52-week year, the Town's portion of the tax rate is a lower portion than in other Towns' and the school tax rate is larger than in other towns. The Town just went through a reevaluation and the process was positive in the sense that the value of the Town has gone up. Despite the fact that a recommendation for more expenses we are estimating the tax rate to go down. Overall the difference between last years budget and this year's budget, when broken down comes out to three main changes, two positions in the Highway Dept. to address the concerns of the residence and to a address the issue that is in the Dept., the Building Inspector position changing from a

part time position to a full time position to address a need, and the election budget is \$20,000.00 higher due to a presidential election year, which the town has no control over but is required to be budgeted for.

Selectman Warren asked for clarification on the how the money is appropriated for the different warrant articles.

Example: The 2019 Bridge Project was a significant project, which got funded partially by state aid.

TA: Yes, in terms of gross appropriation if you don't net the capital reserve fund, transfer and things like this, the bridge was a 2.3-million-dollar project by itself, so we don't have that bump in 2020 but we will have the Crystal Lake Bridge project in 2021. We didn't need to get any financing for the Stage Rd. bridge project, we did it by cash flow and 80% reimbursement by the DOT.

Estimated Revenue: This is a moving target and is just estimated, the numbers will change. The first page is a summary and then each line is detailed in the consecutive pages.

The number being presented to the Board tonight is 2,085,922. total estimated revenue for 2020, half of that is permit fees and licenses at \$931,450, \$872,000 of that is in vehicle registration and the building permits are in the amount of \$27,000.00.

MOTION: On a motion by Selectman Warren and seconded by Vice Chairman Wilson it was voted to approve the recommended 2020 estimated revenues in the amount of 2,085,922. (2-0)

Town Report update:

- Chairman's Letter
- Possible addition to the memoriams

Select Board Items:

Selectman Warren: Pursue proper insurance for subcontractors that are utilized.

TA- We have all subcontractors insurance coverage aside from one, I believe but what we should look at this year is clearer rules as to the use of subcontractor as it pertains to Town owned items
Timeframe for 2020 objects for the organization should start right after the election.

- Fender Bender with the new pickup at the Highway Dept., the claim has been placed and we are waiting for an estimate from Primex.

ATA- Has anyone driven down to Griffin Road to view the progress?

Collective answer; no.

TA- The work has been supposedly completed with final clean-up/touches to be done in the Spring.

Vice Chairman Wilson: Video Cameras and potential options.

Acceptance of the A-1 Janitorial check that was received

MOTION: On a motion by Vice Chairman Wilson and seconded by Selectman Warren it was voted to accept a check from FTC A1 Janitorial refund account in the amount of \$151.37. (2-0)

(1) Non-Public Session per RSA 91-A:3, II (b)

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (b). (2-0 Voice Vote – Vice Chairman Wilson-yes and Selectman Warren-yes).

Hire-PD

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to come out of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson-yes and Selectman Warren-yes).

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to seal the minutes of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson -yes, Selectman Warren-yes).

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

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (a). (2-0 Voice Vote – Vice Chairman Wilson-yes and Selectman Warren-yes).

Personnel- Transfer Station

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to come out of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson-yes and Selectman Warren-yes).

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

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (a). (2-0 Voice Vote – Vice Chairman Wilson-yes and Selectman Warren-yes).

Personnel- TC/TX Office

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to come out of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson-yes and Selectman Warren-yes).

The Vice Chairman on behalf of the Board publicly accepts the resignation of Linda Lance dated 01-06-2020.

(4) Non-Public Session per RSA 91-A:3, II (I)

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (I). (2-0 Voice Vote – Vice Chairman Wilson-yes and Selectman Warren-yes).

Legal

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to come out of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson-yes and Selectman Warren-yes).

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to seal the minutes of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson -yes, Selectman Warren-yes).

(5) Non-Public Session per RSA 91-A:3, II (c)

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c). (2-0 Voice Vote – Vice Chairman Wilson-yes and Selectman Warren-yes).

Reputation-Review and approval of non-public minutes

MOTION: On a Motion by Vice Chairman Wilson, and seconded by Selectman Warren it was voted to come out of Non-Public Session. (2-0 Voice Vote –Vice Chairman Wilson-yes and Selectman Warren-yes).

Adjournment: On a Motion by Vice Chairman Wilson and seconded by Selectman Warren it was voted unanimously to adjourn at 9:30 p.m. (2-0).

Respectfully Submitted,

197 
198
199 Heather Carpenter
200 Assistant Town Administrator
201 **Approved by the Board of Selectmen**
202
203 **ABSENT** 
204 Chairman Marshall E. Bishop
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206
207 Vice Chairman Michael J. Wilson
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209 
210 Selectman Mark E. Warren
211 {Audio recordings are available at the Selectmen's Office and for free as a link on the Town website
212 through SoundCloud}



**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

Brett Currier

Brett Currier

01-06-2020

Ethan Wood

Ethan Wood

1/6/2020

Patrick Wood

Patrick Wood

1.6.2020

RICHARD W. LOUGEE

Richard W. Lougee

1/6/2020

George B. Roberts, Jr.

George B. Roberts

1/6/2020

