



Board of Selectmen
Town of Gilmanton, New Hampshire

1 Approved on 02-18-2020

2 Meeting

3 January 20, 2020

4 **Approximately- 5:30pm.** – Gilmanton Academy

5 **Present:** Chairman Marshall Bishop, Selectman Michael Wilson, Selectman Mark Warren,

6 Town Administrator- Patrick Bore` and Assistant Town Administrator-Heather Carpenter

7 Also, present please see attached sign-in sheet. -No public present

8 **Open Public Meeting**

9 Chairman Bishop opened the meeting, took attendance of those present and voting (Chairman Bishop, Vice
10 Chairman Wilson & Selectman Warren)

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

14
15 **Old Business:**

16 2020 Budget/Warrant Articles discussion

17 The Town Administrator presents a few items that stood out about Super Saturday with the Budget Committee.

18 Vice Chairman Wilson stated that overall the meeting went well, they trimmed out very little from the budget,
19 \$16,559.00, which is less than half a percent of the total budget.

20 TA- Out of the 16,000.00 we had budgeted for a full year for the Building Inspector position, we agreed to remove
21 three months, that is equal to approximately \$12,000.00.

22 The other items that should be mentioned are the following;

- 23 • Loudon Plowing Services-The Budget Committee added back to Highway and Streets the \$7,500.00 for the
24 Loudon plowing services.
- 25
26 • Welfare/General Asst-\$5,000.00 was added to General Assistance, originally what was done was to place
27 \$5000.00 in the budget and \$20,000.00 in the Capital Reserve fund, due to the larger expense this year
28 that was seen in the budget. The Budget Committee was concerned that if the capital reserve wasn't
29 funded then the potential to be short of funds would be present. A total of \$10,000.00 was placed in the
30 budget in the hope that the budget would pass. However, if the budget goes into default this will not be
31 carried over into the budget.
- 32
33 • The Loon Pond Dam- They agreed with the warrant article at \$7,750.00 to repair the dam but not with the
34 annual maintenance contract of \$3,700.00, they only left a \$100.00 there in the hopes that the budget is
35 voted through and we get the two additional positions in the Highway Dept., Highway would stop by and
36 be able to remove debris and lift the boards, and participate in the regular oversite of the dam.
37 If that doesn't happen, we can try and go back to the association to ask contribute to part of the cost due
38 to the fact that there is no public access to this body of water, even though the damn is town owned.
39 The continuation of the discussion on liability stand point of the situation and the fact in any scenario the
40 issue will need to be addressed.
41 The removal of the \$16,000.00 out of the operating budget, we are a little closer to the default budget
42 but there is still a \$250,000 difference between the recommended budget and the default budget.

43
44 In all the comparisons of the budget, the outside agencies had been removed in order to compare" apples
45 to apples", the approximate cost of the outside agencies is \$35,000.00. Additionally, the extra week that
46 is required to budget for due to the 53-week year is an added cost of approximately \$25,000.00.

47 The key difference of the additions to the recommended budget vs the default is;

- 48 ○ \$120,000.00 added to the Highway department, mainly related to the two requested positions.
- 49 ○ \$45,000.00 in Highway and Streets which is essentially sand and salt.
- 50 ○ \$22,000 additional expense due additional elections this year, which the Town must participate
51 and we have no control over.
- 52 ○ \$45,000.00 added in the Building Budget for the full-time position that is needed.
- 53 ○ \$16,000 in the Transfer Station mainly related to Waste Management

If we default, the two positions and the building inspector positions won't be able to move forward, the other items we will have to realign to make it work. The issue with having a part-time or contracted building inspector is that the level of service in regards to available time to the public is limited and we are trying to provide more access due to the need.

- Transfer Station- Line 343- Advertising and notices needed to be addressed, \$250.00 was added to cover the expense in that line. The addition to that line would change the Board recommended operating budget by \$250.00, which needs to be addressed through a motion.

MOTION: On a motion by Selectman Warren and seconded by Vice Chairman Wilson it was voted to revise the total operating budget initially recommended by the Board of Selectmen to \$4,283,450.00. (3-0)

The recommend budget that goes in the warrant article is the number that has been recommended by the Budget Committee, the Board needs to decide if they are aligned with that number or they stick to the initial budget that was presented.

The Budget Committee budget number that was recommended is \$4,266,891.00. Further discussion about the Selectmen's recommended budget vs the Budget Committees recommendation, how it will affect the needs of the budget, the potential effect it causes to the organization when positions are already maxed out and what could be done if in the future there are lulls in the Building department, how to adjust to meet the needs of code enforcement, inspecting town owned properties to make sure they are kept up to standard and fully engage the new software system for that department.

Selectmen Warren- We are so close to an alignment on the budget process, but want to make sure we are not setting a president, we know how this works so put fluff in the budget to make the budget higher cause we know they are going to start taking things away. I would like them to know that we work really hard on the budget and we can consider other ideas that might not have been thought about but I don't want to get in the bad habit of adding because we know they are going to cut.

TA- Overall, they reduced the budget by less than 0.4%. The issue from our budget is the Building Inspector piece, which the full-time position wouldn't be covered by the default budget.

Vice Chairman Wilson- Requested the number of open building permits and a projection of completion. Further discussion on the ability for projection within the Building department, the new software and the decision on whether to align with the Budget Committee or go against the recommendation.

Outcome of the discussion:

MOTION: On a motion by Selectmen Warren and seconded by Vice Chairman Wilson it was voted to go with the recommended Budget Committee number that will be presented in Warrant Article #10. (3-0)

Warrant Article-

Warrant Article #10 was just discussed and decided upon, all the other warrant articles the Budget Committee approved, except for the Rocky Pond Milfoil treatment. They are not recommending that warrant article because of the lack of public access to the body of water and historically the idea was to treat the lakes of Gilmanton, not just one body of water.

Board Consensus: Due to the timing issue of outside agencies being placed outside of the operating budget, the Board would like to move forward in support of the warrant article for this year, giving the voters the ability to vote on the warrant article.

WA #23- To purchase two new plows. Discussion on the original Board recommendation on the warrant article and the lack of information that had not been given about supply the private contracts with this equipment, cost and the historical nature of the situation.

The rate currently charged is \$75.00 utilizing town equipment vs the state rate of \$83.00 per hour for contractors with all their own equipment, the Board would like to move forward finding out the estimated hours over the last few years, in order to see if it is worth the saving of having us supply equipment or if it is more cost effective for them to have their own.

The historical nature of this private contractors using Town equipment presents the Town with a liability concern, an ethical concern in regards to policy/procedure and a cost issue.

Board Consensus: There will be a language change to the warrant article, stating that the plows are for contractors' trucks. Secondly, given the new information that the equipment is for the use of subcontractor's contracts, the Board is no longer recommending the warrant article. (3-0)

WA #32- Disposition of the Old Town Hall; language change to the currently written article.

Board Consensus: To leave the language in the current warrant as stated; "or the Town does not receive 50% of the funding through grants and donations for the First Phase recommendations set forth in the Iron Works Old Town Hall Condition Assessment".

WA #33- Replacement of Loon Pond Dam

Suggested language change to the warrant article, to delete the word replacement with the word repairs. (3.-0)

Board Consensus: The Board agrees with the language change. (3.-0)

WA #48- Conveyance of interest to the First Congregational Society

There is suggested language changes to the article to protect the Town in the future, the recommendation is to change it from a quick claim deed to a release deed which would allow the Town to have continuity of the historical use going forward should the society sell or transfer the property and allow the Town for more due diligence to be done as the story looks a bit more complex than originally thought. Language that was presented was re-worked by Town counsel.

The Planning Board Administrator has spoken to the president of the Cemetery Association and he has no problem with what the society is trying to do and he is willing to put in writing.

Board Consensus: The Board agrees with the language change presented. (3-0)

The following articles are by petition, the Board cannot change the wording but can express an opinion on the articles.

WA#49- Amend the elderly exemption

The Assessing Administrator has put together a fact sheet to reflect that Gilmanton currently rates the second highest in the County for yearly income and asset limits for the elderly exemption.

Vice Chairman would like to know the potential of lost revenue would be if this were to pass?

Board Consensus: Board does not recommend (3-0)

WA#50- Change the ZBA from an appointed

The current Vice Chairman of the ZBA came to the office and expressed his concern over this article. Additionally, it is difficult to find Board members as it is with volunteer positions. The issue of elected vs appointed and the issue of the lack of volunteers, the possible liability of an elected board that does not want to follow the ordinances.

Board Consensus: Board does not recommend (3-0)

The Board discusses the matter of recommending vs not recommending a petition warrant article based on impact, whether that be a monetary impact vs a structural impact on the town as a whole.

Selectmen Warren- Through processing this information, we have made recommendations along the way through this whole process, to help a voter decide what may be good for the town. With these petitions, I initially backed away because anybody can throw a petition in and we honor that, however if we are truly look at what is best for the town knowing the information that we know, that most people don't know, would it make sense to put a recommendation or not recommending on it.

Board Consensus: Board decided to go with placing recommendations on the petition warrant articles; *recommendations reflected under the discussion of each article.*

7:00 p.m.- No public present

Approval of Minutes:

➤ 12-09-2019

12-23-19

➤ 01-06-2020, line 104 the word "go" needs to be amended to "got". 01-10-2020

MOTION: On a motion by Vice Chairman Wilson and seconded by Chairman Bishop it was voted to approve the minutes of 12-09-19. (3-0)

MOTION: On a motion by Selectman Warren and seconded by Chairman Bishop it was voted to approve the minutes of 12-23-19. (2-VC-Wilson abstains due to his absence for the meeting)

MOTION: On a motion by Selectman Warren and seconded by Vice Chairman Wilson it was voted to approve as amended, the noted amendment is on line 104 in the minutes of 01-06-2020. (3-0)

MOTION: On a motion by Chairman Bishop and seconded by Vice Chairman Wilson it was voted to approve the minutes of 01-10-2020. (2- Selectman Warren abstains due to his absence at the meeting)

Selectman Warren would like to jump backwards for a moment to address the decision of the Board made prior to the minutes as he does have elderly in this community. The elderly exemption is helpful, however, without knowing the tax impact on the town, I would like to see more work done on what the tax impact would be before it gets to the voters. Seeing as Gilmanton is already at the top of caring for their elderly, I can appreciate the concept and we do need to care for our elderly, I just think more elements need to be present in order to say yes to it.

As for the Zoning Board article; appointed vs elected. I think it is important to understand the potential ramifications of that, when we have a Board that is functioning well currently. Of course, not wanting to take any voice of the public away but consistency is valuable and to keep the consistency of the Zoning Board in its form of appointed people has its pluses and where we just moved to elected positions in the Planning Board and we have yet to see how that is going to be staffed, if we find that it works well and it is positive then we can move the Zoning Board in the future.

That is why I am not recommending those petition warrant articles.

Consent Agenda:

MOTION: On a motion by Chairman Bishop and seconded by Selectman Warren it was voted to open the consent agenda. (3-0)

- P.O.: \$2,329.14- Crushed stones (Pike Industries)
- Gilmanton Nighswander Memorial Race March 21, 2020; Board agree to have the Chairman to sign the event.
- John Maloney- Wedding Crystal Lake Park 09-19-2020;
Discussion on cleaning fees and how it effects public access in regards to the RSA, the Town Administrator will check with Primex.
Call the person and let them know about the park attendant situation, and the fact that we are waiting for the March election for a determination for staffing.
Vice Chairman Wilson would like the ATA to start writing a list of over concerns so that we can start addressing the issues; starting with the park.
- Timber Tax Bills and the warrant- total amount of \$11,427.46
Map & Lot 414-106
Map & Lot 410-048

MOTION: On a motion by Chairman Bishop and seconded by Vice Chairman Wilson it was voted to close the consent agenda. (3-0)

MOTION: On a motion by Vice Chairman Wilson and seconded by Chairman Bishop it was voted to approve the consent agenda. (3-0)

Select Board Items:

- Closing process of the Town Hall due to inclement weather

Board Consensus: Following policy due to inclement weather, if you can't get a hold of the Chairman reach one other Board member to finalize a decision.

Selectman Wilson is putting his house on the market again in the Spring and wants the Boards opinion on whether or not he should resign or if he continues based on an unknown outcome.

Board Consensus: The value that Selectman Wilson brings to the table is more of a strength than the weakness of an unknown outcome and possibility of the property selling.

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

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

Legal

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

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

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

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

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


Reputation- Review and approval of non-public minutes

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

Public portion of the meeting prior to the adjournment; The Town Administrator has the board review time off requests for 2020 as an FYI.

Adjournment: On a Motion by Vice Chairman Wilson and seconded by Selectman Warren it was voted unanimously to adjourn at 8:40 p.m. (3-0).

Respectfully Submitted,


Heather Carpenter
Assistant Town Administrator

Approved by the Board of Selectmen


Chairman Marshall E. Bishop


Selectman Michael J. Wilson


Selectman Mark E. Warren

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

