



Board of Selectmen
Town of Gilmanton, New Hampshire

APPROVED 04.02.20

Meeting

March 19, 2020

Approximately- 4:29/4:30pm. – Gilmanton Academy

Present: Chairman Mark Warren, Vice-Chairman Vincent Baiocchetti, Town Administrator- Patrick Bore`, Assistant Town Administrator-Heather Carpenter, Brenda Paquette-Finance
Selectman Michael Wilson present via the telephone

Also, present;

Chief Hempel- Fire Dept. & Chief Currier- Police Dept.

Open Public Meeting

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

Disclaimer: The views and opinions expressed in a 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.

The Chairman opened the meeting stating that this meeting is being held to discuss the Town response to COVID-19 pandemic but I want to comment; First of all, thank you to Patrick and to your team for continuing to pull things together to support this. Definitely, in our future meetings I want you, Patrick, Heather or any other Dept. Head to feel free to speak, that we need your input, so you have the freedom to speak. We can only make decisions that are best for the residents with the input from you, so thank you so much.

The chairman turns the meeting over to the Town Administrator.

TA- Things have been ramping up in the last few days and it is time to start taking some preventative measures. Some of our departments have already enacted some protective measures for their departments.

The Town Clerk/ Tax Collector is closed to the public, is working on a virtual basis, providing services through phone, email, online, drop box and standard mail.

It is recommended that Gilmanton close the Town Hall to public access as a first step. Other Towns, including the neighboring Town of Belmont, have already closed their doors to public access. The Town of Alton has also closed all Town buildings to public access and is also on a virtual basis.

A memo has been prepared to address the measures that the Town intends to take, and will be updated as the situation unfolds. The memo includes what is already happening at the Fire Dept., Police Dept., and Town Clerk/Tax Collectors office.

Other items presented;

- Memo to Town Employees and suggested precautionary measures to take during this time.
- The potential impact on revenues
- The potential impact on fee and schedules
- Temporary policy on sick leave
- Unemployment benefits in the event of a complete shutdown.
- President Trump signed a new bill for the relief
- Primex updates for workmen's compensation

MOTION: On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Wilson it was voted to close the Town Hall to public access starting Monday, March 23rd through to at least Monday, April 6th, at which time the Board of Selectmen will reassess the situation. The building will be open for public meetings for the Board and Committees. (3-0)

Temporary Sick Leave –

- The Federal Government signed a bill to help alleviate the situation.
- The State has placed an order for immediate access to unemployment, in the event of temporary shut down or layoff situations.
- In the case of a sick family member, FMLA can be utilized if the employee has earned time to use. Probationary employees that don't have earned time, that have to take sick time, time can be approved by their Dept. Head, per page 20 in the personnel policy.
- During this time the State may be mandated to the Town to give employees an additional two weeks sick leave.

Conclusion: The Dept. Heads will produce a live stream tomorrow to address the steps the Town is taking in response to COVID-19, the Town Administrator will coordinate the timeframe with the additional departments.

Additionally, Adam Mini has set up a website and hotline during this issue to provided help to the community, this is a community lead effort providing help with technology, internet access, food, medications, etc. If an information sheet is provided to the Town it can be placed on the website through the community page.

Adjournment: On a Motion by Vice-Chairman Baiocchetti and seconded by Chairman Warren it was voted unanimously to adjourn at 6:11 p.m. (3-0).

Respectfully Submitted,



Heather Carpenter
Assistant Town Administrator

Approved by the Board of Selectmen



Chairman Mark E. Warren



Vice-Chairman Michael J. Wilson



Selectman Vincent A. Baiocchetti

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

