



APPROVED

## Board of Selectmen Town of Gilmanton, New Hampshire

6 Meeting

7 March 7, 2018

8 **6:00 pm.** – Gilmanton Academy

9

10 **Present:** Chairman Stephen McWhinnie, Selectman Michael Jean, Selectman Marshall Bishop  
11 and Town Administrator Heidi Duval. Assistant Town Administrator-Heather Carpenter not  
12 present.

13 Also present please see attached sign in sheet.

14

15 **6:00 pm** Chairman McWhinnie opened the meeting, took attendance of those present and voting  
16 (Chairman McWhinnie, Selectman Jean and Selectman Bishop) and led the Pledge of  
17 Allegiance.

18

### 19 Approval of Minutes –

20 **MOTION:** On a Motion by Selectman Bishop and seconded by Chairman McWhinnie it was  
21 voted to approve the minutes of 03-5-18. (3-0 Voice Vote – Chairman McWhinnie-yes,  
22 Selectman Jean -yes, Selectman Bishop – yes).

23

24 **MOTION:** On a Motion by Selectman Jean and seconded by Selectman Bishop it was voted to  
25 approve the minutes of 03-01-18. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean  
26 -yes, Selectman Bishop – yes).

27

### 28 Selectboard Items

29

30 Selectman Pro Tem: There was discussion on appointing a Selectman Pro Tem for the March 13,  
31 2018 Town/ School Election, as Selectman Jean would likely be campaigning and would not be  
32 able to touch ballots as a candidate on the ballot. It was noted that historically the Board had  
33 appointed a Selectman Pro Tem should any of the remaining two Selectmen need to leave for  
34 any period of time, in order to maintain a quorum. It was noted that this person should be a  
35 previous Selectman, and that Elizabeth “Betty Ann” Abbott was available.

36

37 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was  
38 voted to appoint Elizabeth “Betty Ann” Abbott as Selectperson Pro Tem for the March 13, 2018  
39 Town/ School Election. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes,  
40 Selectman Bishop – yes).

41

### 42 New Business

43

44 Press Release: Chairman McWhinnie states that the Board has a press release to submit and  
45 reads the attached Press Release, “Setting the Record Straight to Move Forward.” (*see attached*)  
46 and states that this will go out to the papers.

47

48 Selectman McWhinnie then states that there has been a lot of discussion on social media  
49 surrounding Article #31 to make the Planning Board elected versus appointed, and that members  
50 of the public feel the Board of Selectmen are not reappointing members to the Planning Board.  
51 He goes on to explain that the Board of Selectmen are going to again send letters to the Planning  
52 Board members not being reappointed and why they are not being reappointed, and that if the  
53 public has any questions about why they are not being reappointed to ask them and have them  
54 show you the letter. If the public is not satisfied with that, they could get authorization from the  
55 Planning Board member in question and the Selectboard may be able to provide more  
56 information. Chairman McWhinnie feels the situation was pretty cut and dry, and the  
57 Selectboard was appalled by it.

58  
59 Academy Building Security: Selectman Jean asked if quotes had been received on safety glass  
60 for the public counters at the Town Offices, the Town Administrator stated one had been  
61 received for the Selectmen's Office in general. There was discussion on obtaining quotes from  
62 additional vendors such as Granite State Glass & Portland Glass, Selectman Bishop was to  
63 research other vendors. The Town Administrator was to obtain security system quotes. Chairman  
64 McWhinnie explained that there was already a quote received last year for the Town Clerk's  
65 Office, and the intent was to use that vendor for the woodwork at both counters.

66  
67 Academy Building Mechanical Upgrades: Selectman Bishop asked if the Board should look for  
68 an engineer for the Academy Building fire suppression system, Chairman McWhinnie stated he  
69 was working on that, and felt that the larger fire suppression system companies would have their  
70 own professionals that would be able to determine the needs and best options in house. The  
71 Board acknowledged waiting for the Town vote to move forward. Selectman Bishop stated that  
72 residents had asked him why this needed to be addressed now, and explained that the existing  
73 system was old, and he had also been asked why such a large generator was needed, explaining  
74 that the need would be for one to power the system. Chairman McWhinnie stated if one life was  
75 saved it was worth it. Selectman Jean stated the pump is on it's mway out & no longer  
76 serviceable. There was discussion on the line & the Board believed it had been snaked and tested  
77 and is currently pumping sufficiently. There was further discussion on if the larger pond that  
78 feeds the system also feeds the small pond behind the Academy Building, as well as discussion  
79 on the need for the hydrant along side the building that was not in service, when the hydrant at  
80 the small pond is in service. It was noted that Fire Chief Hempel had stated the fire pump should  
81 be on a generator.

82  
83 Closing the Town Offices on Thursday, March 8, 2018: There was discussion on the snow storm  
84 beginning that day and the possibility of closing the Town Offices for employee and public  
85 safety on Thursday, March 8, 2018. It was the consensus of the Board to wait until 7:30/8:00 am  
86 and the Town Administrator would contact the Selectmen to confirm a decision, and that if the  
87 offices were closed, the employees that were scheduled to work would be paid for their  
88 scheduled time.

89  
90 **Non-Public Session # 1 per RSA 91-A:3, II (a)**

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

95

96 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was  
97 voted to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes,  
98 Selectman Jean -yes, Selectman Bishop – yes).  
99

100 **MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie it was voted  
101 unanimously to seal the minutes of Non-Public Session. (3-0 Voice Vote – Chairman  
102 McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).  
103

104 **Non-Public Session # 2 per RSA 91-A:3, II (a)**  
105

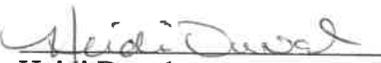
106 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was  
107 voted to go into Non-Public Session per RSA 91-A:3, II (a). (3-0 Voice Vote – Chairman  
108 McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).  
109

110 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was  
111 voted to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes,  
112 Selectman Jean -yes, Selectman Bishop – yes).  
113

114 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted  
115 unanimously to seal the minutes of Non-Public Session. (3-0 Voice Vote – Chairman  
116 McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).  
117

118  
119 **Adjournment:** On a Motion by Selectman Jean and seconded by Selectman Bishop it was voted  
120 unanimously to adjourn at 7:25 p.m. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman  
121 Jean -yes, Selectman Bishop – yes).  
122

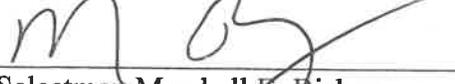
123 Respectfully Submitted,  
124

125  
126   
127 Heidi Duval  
128 Town Administrator  
129

130  
131 **Approved by the Board of Selectmen**  
132

133  
134   
135 Chairman Stephen P. McWhinnie  
136

137  
138 Selectman Michael J. Jean  
139

140   
141 Selectman Marshall E. Bishop .  
142

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



BOARD OF SELECTMEN  
TOWN OF GILMANTON  
503 PROVINCE ROAD  
P.O. BOX 550  
GILMANTON, NEW HAMPSHIRE 03237  
(603) 267-6700 PHONE  
(603) 267-6701 FAX

SIGN IN SHEET

DATE: March 7, 2018

SIGNATURE:

PRINTED NAME:

Sandra Guanno  
Dan Guanno  
WILLIAM ROEBUCK  
Laurel Roebuck  
MIKE + JERRY WILSON

Sandra Guanno 6:00  
Dan Guanno  
William  
Laurel Roebuck  
Mike

## ***Gilmanston Board of Selectmen***

### **PRESS RELEASE**

Gilmanston Board of Selectmen

Contact: Stephen McWhinnie, Chairperson

Phone: (603) 573-8009

FOR IMMEDIATE RELEASE

March 7, 2018

### **Setting the Record Straight to Move Forward**

Our goal remains to work for the residents of Gilmanston and focus on the needs of our community and if we all work together in a spirit of unity we can make positive change.

Over the past two years the Board (BOS) has worked to improve organizational efficiency at town hall and build a strong team to serve the residents of the town. Part of this effort has included to make information more readily available to residents. One change implemented by this BOS was to make audio recordings of the BOS meetings available by posting these meetings online starting in January 2017. The BOS has recognized the need for an improved website which is more user-friendly and is in the process of reviewing proposals from various companies. There will be a need to balance wants and needs versus budget realities but the Board is committed to an improved website.

We, the BOS, through the budget process, have focused on the critical needs of the community and tried to balance those needs with a watchful eye towards impact on taxes. We've been working with the Budget Committee and have supported the department heads in their budget requests, including the Police Department, which has a proposed increase of 8.58% for the 2018 budget. The BOS had previously adopted a wage scale for town employees and for most employees there is not less than a 3% pay increase consisting of a merit raise and a cost of living adjustment.

The Board of Selectmen believe in open government and recognize the Town's obligation under RSA 91-A to respond to public requests for information, regardless of who makes the request or the motivation of the requesting individual. The Board also recognizes its obligation to the public to assure that the Town's workforce is productive and that employees are provided with safe working conditions. At times, these several obligations can be in conflict. This is what occurred on February 23. On that date, Town Hall employees received an overwhelming number of requests for information. The volume of these requests essentially prevented these employees from performing their regular duties. The volume of these requests, together with the conduct of some of the individuals who came to the Town office to make requests, created an environment in which Town employees did not feel that they could effectively perform their duties. Accordingly, the Board decided to close the Town offices early that day. We have used the time since February 23 to look at work flow and access issues, in order to assure that the Town can be responsive to information requests with minimal disruptions to normal. The Board will continue to assess workplace needs and implement additional changes in the work environment in order to assure open government, workplace safety and employee accountability.

Our goal remains to work for the residents of Gilmanston and focus on the needs of our community and if we all work together in a spirit of unity we can make positive change.

