



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).

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

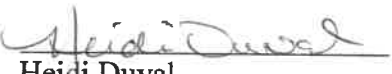
106 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was
107 voted to go into Non-Public Session per RSA 91-A:3, II (a). (3-0 Voice Vote – Chairman
108 McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).
109

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

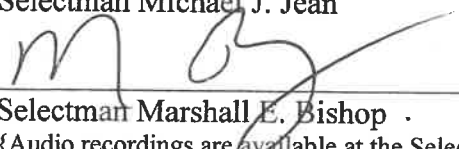
123 Respectfully Submitted,
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126 
127 Heidi Duval
128 Town Administrator
129

130
131 **Approved by the Board of Selectmen**
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133
134 
135 Chairman Stephen P. McWhinnie
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137
138 Selectman Michael J. Jean
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140 
141 Selectman Marshall E. Bishop
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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 Vicksn

Sandra Guanno
Dan Guanno
William Roebuck
Laurel Roebuck
Mike & Jerry Vicksn

6:00

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.

