



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

August 7, 2017

6:00 pm. – Gilmanton Academy

Present: Chairman Stephen McWhinnie, Selectman Michael Jean, Selectman Marshall Bishop, Town Administrator Heidi Duval and Administrative Assistant Heather Carpenter.
Also present please see attached sign in sheet.

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

Public Meeting-6:00 p.m.

- Local Concerns Public Meeting on Crystal Lake Rd Bridge over Nelson Brook:
Hoyle, Tanner & Associates, Fire & Police Chiefs and Road Agent in attendance.

The following are a list of concerns that had been brought forward by the public.

Q: Is the Bridge going to be higher?

Q: Is this project more important than fixing the damn?

Q: What are the requirements vs what is negotiable?

Q: Is there a plan to have walls to help with the sound that comes from cars crossing the bridge?

Q: How wide is the bridge going to be and is there a plan to make a sidewalk or a catwalk for fishing?

The discussion of several options for the construction phase and the option for detours, temporary bridge, precast forms, the height of the bridge and how it pertains to the flood requirements, exterior walls, possible land use easements, time frame and the possible cost increases.

Public Meeting concluded-7:04

Brief Recess

Public Hearing-7:15 p.m.

- CRSW/RRC moneys are a reimbursement of funds paid in several years ago, when we were still members, they had been collecting funds to expand the landfill, but had later scrapped the project. These funds are the reimbursement of those moneys paid in.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to accept unanticipated monies in the amount of \$16,698.00 from Concord Regional Solid Waste/ Resource Recovery Cooperative. This money represents the disbursement of assets of the Co-op as approved at the Co-op Annual Meeting in December of 2016. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- It appears that the Board may be able to use these funds next year (as they are non-lapsing) towards the Bridge projects, but not for the already approved work this year.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to accept and expend unanticipated moneys in the amount of \$131,713.87 from the State of NH. This represents the additional appropriation of Highway Block Grant Funds made by the State legislature in adopting Senate Bill 38 on July 11, 2017. This appropriation is non-lapsing. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

Public Hearing closes- 7:19p.m.

Approval of Minutes – July 24, 2017

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the minutes of July 24, 2017 as written. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -abstains because he wasn't present at the meeting, Selectman Bishop – yes).

Approval of Non-public minutes will take place in a non-public meeting, the following dates are minutes that need approval;

07-24-17 #1

07-24-17 #2- Sealed

07-24-17#3

07-24-17#4

07-24-17#5-Sealed

[These minutes were not approved due to time constraints and will be presented at the next meeting.]

Signature File

- Purchase Order for the EMPG Grant Emergency Trailer, this will be reimbursed by the EMPG Grant. This PO is for the trailer only, additional items will follow for outfitting the unit:

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the purchase order to Central NH Trailers in the amount of \$18,670.00 for the Emergency Management Trailer, to be reimbursed as part of the EMPG Grant. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- Purchase Order this PO is additional for paving crack seal, taken from regular Highways & Streets Paving line, the original quote and therefore PO from previous meeting was quoted before the streets were swept, and additional day was needed.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the second purchase order to Henry Dow in the amount of \$3,650.00 to complete Crack seal on Loon Pond Rd and Stage Rd from Beauty Hill Rd to Potter Rd. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- Purchase Order for repairs due to the electrical storm damage on 06/19/17, an insurance claim has been filed and the adjuster has been out. Insurance should reimburse all costs after \$1,000.00 deductible.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the purchase order to Certified Computer Solutions in the amount of \$2,467.45 for electrical storm damage repairs. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

Refund- Map 128, Lot 11

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve Tax Refund for Map 128 Lot 11 in the amount of \$2,951.00 for overpayment of 2017 First Issue Tax Billing. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

Refund- Map 128, Lot 14-

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve Tax Refund for Map 128 Lot 14 in the amount of \$190.00 for overpayment of 2017 First Issue Tax Billing. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Event Permit, Annual Labor Day Carnival, Crystal Lake Park-**

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Event Permit application for the Labor Day Carnival at Crystal Lake Park on September 2, 2017, *and to waive any Selectmen's Office Fees*. Detail fees are to be determined by the Police Chief. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Event Permit, Gilmanton Women's Club Phyllis Buchanan Memorial Bench Dedication.**

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop to approve an Event Permit application for the Gilmanton Women's Club Phyllis Buchanan Memorial Bench Dedication, on a date to be determined once the Academy Building Playground has been installed, and to waive all fees. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Event Permit, Gilmanton Women's Club Pies on the Common.**

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop to approve the Event Permit application for the Gilmanton Women's Club Pies on the Common event at the Academy Building Commons on October 7, 2017, and to waive all fees. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Raffle Permit, Gilmanton Women's Club during Pies on the Common.**

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Raffle Permit for the Gilmanton Women's Club raffle to be held during the Pies on the Common event on October 7, 2017. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Letter to Paul Mercier in response to meeting on July 24, 2017.**

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to adopt and approve the letter to Paul Mercier and The Mercier Group in response to his

meeting with the Board on July 24, 2017. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- Letter to Concerned Residents Oakcrest Shooting Complaint, nothing enforceable at this time.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the response letter to the concerned residents of Oakcrest Lane regarding target shooting. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- LRPC for electrical aggregate-

MOTION: On a motion by Chairman McWhinnie and seconded Selectman Bishop to accept and approve the Memorandum of Understanding between the Lakes Region Planning Commission and the Town of Gilmanton in regards to the competitive bidding of electricity supply, and to assign Town Administrator Heidi Duval as contact person for the Town to work directly with LRPC on the tasks outlined within the MOU. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

Old Business

- **Compactor:** The Board discussed final confirmation of location and installation of new compactor and what line to fund the site work (concrete pad/ blocks) and additional VFD that was not included in original quote.

Discussion between the Board and the Road Agent about projects that will need the use of an excavator in the near future.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Road Agent to use the money from the purchase order that was intended for the sweeper to go towards the rental of an excavator to use on multiple projects; approximately, 4,000.00+. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

[The P.O. that was discussed is #000145 in the amount of \$4,200.00]

Consensus of the Board is to have Chairman McWhinnie speak to Atlantic and concrete companies to see the specifications on what size pad needs to be poured for the new compactor in order put a proposal together for an RFP for the project.

MOTION: On a motion by Selectman Jean and seconded by Chairman McWhinnie it was voted to approve the purchase order to Atlantic Recycling Equipment in the amount of \$4,385.00 for the Variable Frequency Drive unit for the compactor station, and to pay this out of the Recycling/ Transfer Station Facility Improvements Capital Reserve Account and to keep the old one for a spare. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **25 Rainbo Ln-**

Discussion on if the Highway Department should rent the equipment and demolish the building, and review of sealed bids.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to allow the Highway Department to rent the equipment and demolish the building. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Fee Schedule-**

Discussion on possible fee changes to Selectmen's Office and Transfer Station, once the Board compiles a schedule they agree with, a Public Hearing will be held prior to adoption. The Board has requested that the Facility Manager- Ron Nason fill out a fee schedule with his recommendations for the Select Board to review at the following meeting.

New Business

- **CRSW/RRC Appointment-** The Concord Regional Solid Waste/ Resource Recovery Co-op has requested an updated appointment to their Joint Board, recommend a Selectman. An alternate may also be appointed, no alternate was chosen at this time.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to appoint Ron Nason to the Concord Regional Solid Waste/ Resource Recovery Co-op. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Transfer Station Tire Replacement Complaint-** A resident is requesting a reimbursement for a tire he had to replace after having a tire go flat after leaving the Transfer Station.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to deny reimbursement in the amount of \$67.50 to Eric Thibodeau at this time or until further proof is given that it actual happened at the Transfer Station. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

- **Memo to Transfer Station employees to adhere to the “No Loose Trash” signage and sweep and magnet sweep the parking lot multiple times a day.**

The Select Board does not feel that a memo is necessary and are happy with the progress that the Transfer Station has made with the recent changes and the effort to keep the facility clean.

Public Comment- Open – time 8:29p.m.-No public present

Public Comment- Close – time 8:29p.m.

SelectBoard Items

Chairman McWhinnie- Discussed the option for a community wood bank for residents who need heat assistance to utilize in order to offset the use of other forms of heating assistance. The suggestion would be to reach out to the local food pantry to see if there is a significant need for this type of assistance and the ability of individuals or logging companies to donate such contributions.

Eastern Propane 2017/2018 Addendum for 09/01/2017-05/31/2018 season \$1.450/ gallon, this is \$0.02 LESS than last year.

The Board would like additional pricing for comparison.

The Clock at the Town Hall- update and the use of social media via a Gofund me page for the repairs.

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

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

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

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

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

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

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted unanimously to seal the minutes of Non-Public Session 1 and 2. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, and Selectman Bishop – yes).

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

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

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

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

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

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

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

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

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

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

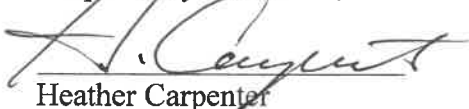
MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie –yes, Selectman Jean–yes and Selectman Bishop – yes).

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

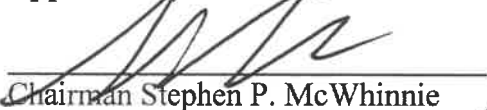
The meeting room was opened to the public. The Board noted the Non-Public Session minutes were sealed.

Adjournment: On a Motion by Selectman Jean and seconded by Chairman McWhinnie it was voted unanimously to adjourn at 9:45p.m. (3-0).

Respectfully Submitted,



Heather Carpenter
Recording Secretary

Approved by the Board of Selectmen
Chairman Stephen P. McWhinnie
Selectman Michael J. Jean
Selectman Marshall E. Bishop

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

