



~~DRAFT NOTES~~

*Approved*

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

January 22, 2018

**6:04pm.** – Gilmanton Academy

**Present:** Chairman Stephen McWhinnie, Selectman Michael Jean, Selectman Marshall Bishop, Town Administrator Heidi Duval and Assistant Town Administrator-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.

Chairman McWhinnie-we are going to go right into public input. He gave a brief outline of how public comment will be run, it will last three minutes per person, it will last no more than a half hour in order to answer as many questions as he can.

**Public Comment opened public comment at 6:05 p.m.**

*The following public input is listing question, concerns and/or statements made.*

**Mr. Robert Carpenter-**

- Police Dept. Directives was a topic of last week's concerns, he is shocked that these items aren't already in place and they are regular administrative things. He works for the Department of Safety, he has been in the military a long time and the directives are based on taking accountability, for the Police Department taking accountability and showing accountability in what they have done. It is a good way for them to take into account how they are using their resources, and if this is taken into account and they see that they need more resources, more people, short on hours, need more people, they have something to go back on.
- Suggestion of the Chief to come before the Board once a month as well as other Dept. Heads, for updates, communication, see how the resources are being used and to see where their shortfalls are. It will allow the Board to know as well as the public who can't necessarily come to the meetings but can read the minutes.
- It also protects the Town from liability, part-time residents who are used to more urban environments and are used to quicker response times, if people have complaints, not only will the Police Dept. be able to show that there was coverage but they have that back up at the Town level, the Administrative level. It covers the Town in that liability portion and protects the Town legally.
- He is happy to see what the directives outline, he hopes it is implemented across the different Departments, so that the Town people know more than once a year when the Town report comes out, where the progress is in the different departments.

**Mr. Michael Wilson**

- Out of Town Travel of Police Department- Were the police traveling out of town with the cruisers? GPS trackers would be an easy way for reporting instead of using time administratively. Reports could be given once a week or once a month. It seems to him a lot of wasted time for a little knowledge.
- Is there not a standard operating procedure for when the Police Chief is on vacation?
- What is purpose of having the two scanners?

**Chairman McWhinnie-** The GPS trackers is something to consider, the assumption for the standard operating procedure for vacation time for the Chief would be that the Sergeant is in charge. The directives allow the lines of communication to be opened up in a positive direction. The scanner was not just intended to hear from one department but everybody, Fire, Road Crews, it was not bought to mandate or check on anybody, cell phones can be used but coverage can be limited.

**Mr. Don Guarino**

- Last meeting time for public comment was five minutes and this meeting time for public comment has been cut to three minutes. His public opinion is that you are trying to restrict public input.
- He believes there is an emergency management plan in place, that there is a Director who is paid a stipend, and he wants to know if Board members are going to respond to emergency situations, if so, he would like to know what responsibility that puts on our insurance, if it creates another situation of liability and how that will affect legal costs.
- Old Town Hall painting and why it wasn't done in the past two years, he referenced a 2015 budget.

Chairman McWhinnie stated that he will look into the fact that the Old Town Hall wasn't painted and get back to Mr. Guarino. The reason for three minutes is so that you can have a response, would you rather have five minutes and not respond or three minutes with a response. The time allows for response, the schedule is busy and the I would like to respond to the questions. The response to the liability question, I don't think our insurance company is going to have a problem if a plow truck is off the road and a Selectman goes down there and see what's going on.

**Mr. Robert Cameron-**

- Directives, where did they come from, what resources were used and were other towns used as examples/samples?
- Can we get other Town directives and use them?
- He doesn't have a problem with directives, it just what are the directives and do they make sense.

**Chairman McWhinnie-** The directives came from the Selectmen, we spoke with attorneys, we explained our concerns, that we wanted to open up the lines of communication this way, the directives are tailored from the attorneys. There have been many conversations, many non-publics, a few conference calls with legal and designing these to fit what we expected. Now, as far as surrounding Towns, I don't know if the attorneys looked into that. Are you saying you would like to get examples of a surrounding Town and introduce them?

93 **Mr. Cameron-** I would do that for you, and provide samples from other Towns, not necessarily  
94 bordering towns but towns similar in size, population, our department size and are governed by  
95 the form of government that we use.

96  
97 **Chairman McWhinnie-** I would look at them. Definitely.

98 **Mr. Cameron-** I will get that together and have them for the next meeting.  
99

100 **Chairman McWhinnie-** The input was designed to get it from the Police Department as well, it  
101 was attempted multiple times to get their input. When the directives were close to their final  
102 form the design was to have communication between the Chief and the Board based on the draft  
103 that was presented and to have the Chief communicate his thoughts on the draft after review for a  
104 week. The intention of the original meeting between the Chairman, the Town Administrator and  
105 the Police Chief was to have it low-key and get his input on the directives.  
106

107 **Mr. Robert Cameron-** Having directives is a common thing. There are some best practices  
108 figured out throughout the state with other town and using those as examples would give insight  
109 with things that might come up with things, that you aren't thinking of, that might come up down  
110 the road.  
111

112 **Mr. Brett Currier-**

- 113 • Trying to find out if this Board would be willing to meet with the public with no time  
114 frame, just three of you guys answer question instead of one and talk general stuff that  
115 someone comes up with a question. He doesn't feel that it's normal that only one  
116 Selectman speaks and would like to hear from all three. Always seems like a contest, of  
117 time being up and it seems like you don't want to hear from the people that put you there.  
118
- 119 • He feels that if there are two Selectmen sitting up here for a meeting, the door should be  
120 open and unlocked, people should be standing out there in the rain and the cold because  
121 the doors not open. Then he gets an evil look from someone when they have to open it.  
122

123 **Chairman McWhinnie-** No and no, then you need to file a complaint.

124 **Mr. Brett Currier-** File a complaint, it does nothing and cost us money.

125 **Chairman McWhinnie-** Just like 91A's cost money.

126 Town Administrator speaks to the fact the she didn't change the sign from open to close.

127 **Mr. Brett Currier-** No, that's fine I just don't need to be looked at like I am some kind of bad  
128 guy cause I'm rapping on the door. That's all, I'm not picking on you Heidi.  
129

130 Assistant Town Administrator asked the Chairman if she could speak to the comment made  
131 about the door.

132 **Mr. Brett Currier-**

- 133 • Front step is a liability issue if it is not fixed, the orange cone welcomes liability.  
134

135 **Assistant Town Administrator-**

136 The door is not open until 6 o'clock, when I came out initially, I turned on the lights and said let  
137 me get my keys. The look was made because when I went back to get my keys, you then yarded  
138 on the door again. You made your presence very aware, I was coming to the door. We are sorry  
139 about the sign, like Heidi stated she forgot to flip the sign. The issue was of common courtesy,  
140 the doors are old, I was coming and trying to get there. As far as two Selectmen sitting up here,

they weren't sitting up there. As soon as I went to get the keys, I went to open the door, they came up. No one is having secret meetings and as far as the door goes, I was coming, you saw me coming, I turned the lights on. My intension was not to look at you evilly, however, when you can't respect the fact that I am coming to open it, that is the irritation on my part.

**Mr. Brett Currier-** It's pretty irritating on my part when I'm knocking on the door for three minutes before you came out after I banged on it the second time. Are you telling me you didn't hear me the first time?

**Assistant Town Administrator-** I didn't, for two reasons, not that you need to know, I was under my desk. I only heard it when I came up.

**Mr. Brett Currier-** Don't you think after you came out I would be a little upset.

**Assistant Town Administrator-** My question is not whether you were upset, obviously that was the case. My issue was when I came and turned on the lights and said let me get my keys...

**Mr. Brett Currier-** I did not hear that.

**Assistant Town Administrator-** Then, forgive me, because I turned on the lights, I said let me get my keys, I turned back to get them and I got you in. I didn't want to then open the door for everybody without keys.

**Mr. Brett Currier-** As far as this place being open at six o'clock, when the agenda specifically shows that six o'clock is public comment.

**Assistant Town Administrator. -** When I looked at the clock it was 6:05 (*this time was misstated; it was five of six*), so no the doors weren't open yet.

**Mr. Brett Currier-** I'm just saying...

**Assistant Town Administrator-** No, I hear you.

**Mr. Brett Currier-** Public comment at six is a screwy thing too, having it at six and I know why you do it but it's still not good for the people who you represent.

**Chairman McWhinnie-** The stairs, the Chairman asked if we ever got anybody?

**Town Administrator-** We did get quotes, unfortunately with the painting that was being done here, if I recall correctly, this year's budget did not include what we needed. Once we found out how much the step repair was going to be, it was significantly more than originally anticipated based on the cement pad that had been requested.

*Interjection from the public- What cement?*

Selectman Jean and Chairman McWhinnie discussed the issue of the risers, and the unevenness of the stairs. The Chairman stated that there should be another quote coming in once he comes out to look at them.



**Town Administrator-** Once we have an approved budget, we will have to contact the vendors again to confirm that they are still available and to see if the quotes are still viable. I believe we had two or three quotes per the bidding policy.

**Chairman McWhinnie** answers the question about why he is the only one speaking. The first seminar I went to, that is how it is supposed to be done. Everybody addresses the Chair and the Chair speaks. If the Vice Chair and the Secretary have something to say then they ask the Chair if they can speak and you allow them to speak, if someone wants to speak, I allow the to speak and that's how it's done, I learned that in day one.

**Mr. Brett Currier-** I had one more question that you didn't answer

**Town Administrator-** Public participation at Board meetings.

**Mr. Brett Currier-** Yeah, public comment and hearing them. You guys sit up there and be man enough to answer them.

**Chairman McWhinnie-** It's not that we aren't man enough, I do a lot, we do a lot, we sit hear and get beat up...

Interjection from Mr. Brett Currier

**Chairman McWhinnie-** Did I interrupt you? Thank you.

I put a lot of time into this, I am very dedicated to doing this and I just don't feel, I just don't feel the participation of...no I am not going to even go there, I am going to stay above it. What I am going to say is, I don't recall any other Boards allowing it to go on and on and on. I have pretty much read all of the minutes that are available online and I don't see them being as tolerable.

**Mr. Brett Currier –** Let me tell you a secret, this guy's right hear, sat in your chair, I had this room full...

**Chairman McWhinnie-** I know you had them full...

**Mr. Brett Currier-** They hammered me, you can ask Guarino because he was on the Board.  
**Chairman McWhinnie-** I know.

**Mr. Brett Currier-** We didn't shut down, we didn't run with it between our legs...

**Chairman McWhinnie-** No one is running.

**Mr. Brett Currier-** We answered the questions, we took the fire. We put our name on the ballot to get elected, that's your job, your job isn't to make stuff up. The only reason people get mad is because they are like a pressure cooker, shut em' down and it just keeps on festering, just answer the question.

**Chairman McWhinnie-** We did. I have not stopped answer questions. Stop, please, somebody else?

**Ms. Amy Brown-** I have several questions, question back to the directives for the Police Department. You mentioned that you had a meeting, multiple meetings with the attorneys to try and come up with the directives and you brought those when they were close to being finished. My question is if you are using these directives to open the lines of communication with Police Department, why were they not involved in the beginning in order to build that relationship between the Board and the Department? You also mentioned that you and Heidi brought those to

the Police, tried to meet with them to get their feedback. So, my question to that piece is, why was it just you and Heidi, why wasn't the Board meeting with the Police Department and if you did have a meeting with the Police Department to review these directives are there meeting minutes that the rest of us can review to see how that meeting went?

My next question is in regard to the time limits, last week you allowed us only to have one question per person, this week it's three minutes per person. I understand you want to have the time to reply back to us, and that is what we want, we want the open line of communication of back and forth, so we don't have to file all these 91A's to get the answers that we are looking for. So, my question, understanding that there is a time limit to the meetings and there are things that you have to do and there is things that we want to address, is that time limit going to change week to week when we get to meetings or are you going to set a guideline moving forward that, here is what the public input section is going to be, so that it is more structured so you don't have to spend five minutes arguing with us about how the meeting is going to go, which is wasting our time and your time to get the answers that we want.

My last question two quick questions, is meeting minutes. How long is it until meeting minutes are available for the public to read after the meetings, especially if it's a meeting we aren't able to attend and when there are available, in the past they have been posted online, what is the turn around time for that. I know that it takes a little longer during the time it takes to post them online, are they available here before they are available on line?

Lastly, is the meeting schedule for the Board of Selectmen going to be placed online, I get the agenda isn't posted until the Thursday before the meeting but are we going to have a more defined schedule so those of us who do want to start attending more frequently can really plan on attending the meetings. I personally called to see when the meeting was because it wasn't posted online.

Chairman McWhinnie asked the Assistant Town Administrator to speak to the question the minutes.

**Assistant Town Administrator-** Minutes are generally, after there is a meeting we have five(*business*) days for the minutes to be posted. In the interim time you can look at notes, the minutes are generally done on Tuesday after the meeting unless there is other work that piles up. The five-day time limit is taken seriously, it is per RSA. The online minutes are only placed once the minutes are approved, which a signed copy by the Board, generally those are placed online within the week. If minutes have been approved at the meeting they are online with in the week as long as there are not technical difficulties, which we have been having a lot of lately.

**Ms. Amy Brown-** Is that why none of January's are up yet?

**Assistant Town Administrator-** We did have a scanner issue. I had someone ask about the audio minutes, I had a bad port in my USB, we had three bad port actually in the office. I was finally able to put those up today, all of January's audio is on there but draft minutes are available in the office as soon as I type them up, generally between Wednesday and Friday after the meeting. I do try to get them out on the Tuesday because I don't like them building up. As far as the scheduling of the meeting, it is usually the first and third Monday of the month. We have stepped it up a notch due to the fact that it is budget season, which is always a pretty intense time for us. We do base the meetings on need, if the work load is coming hand over fist then we step it up to weekly. There are things to think about with weekly meetings, like staffing issues. We only have so much time to staff, when we fall on a weekly schedule it as if you are always preparing for a meeting, which is time consuming and exhausting, we do like our down time. The Board has felt the same until recently but that will have to be figured out on the staffing side. Discussion on other boards and how they related to public comment.

282 **Chairman McWhinnie** stated that you can count on the two, the first and the third Monday's  
283 and there may be another one in-between.

284 **Town Administrator-** stated to clarify that there is a policy for public participation, there was a  
285 question about the public input and the placement of it on the agenda. The time line was based  
286 on the policy, the Board had been asked to do public input at seven and we had been doing that  
287 but with the recent request that we adhere to policy. The policy actually states that public input  
288 will be scheduled at the beginning of each agenda and may not exceed thirty minutes. That's  
289 why it was moved on this agenda, in order to make sure we were properly following procedure.

290 *Interjection from the public-* Is that the policy of this Board or where did the policy come from?

291 **Town Administrator-** That is a policy that was adopted by the Board in 2013 but it would stand  
292 unless a subsequent Board created a new policy.

293 **Chairman McWhinnie** asked to see the policy. *The policy was read aloud, please see policy*  
294 *attached to the minutes.*

295 **Ms. Amy Brown-** The back up to my question would be, can we have some more consistency so  
296 we can better prepare for the time limit, so we know what to expect based on what you are  
297 asking for.

298 **Chairman McWhinnie-** We will give that some thought and get some regiment to it so  
299 everybody will know what's going on.

300 To answer the question about bring them down(*directives*), that was to be informal. We didn't  
301 feel as a Board that we wanted to implement this first, get a rough draft and then bring it and  
302 then get the opinions of the Chief as far as the directives go. We stated what do you think, take a  
303 week, Heidi and I will come back down. We didn't want to pull him in front of the Board, we  
304 thought that it would be more personal if Heidi and I went to the Chief's office, say what do you  
305 think and we are more than willing to come back in a week, talk about it and get your input. We  
306 did not have input from the Police Dept. until the Board of Selectmen had their rough draft.

307  
308 **Mr. Mike Teunessun-**

- 309 • Are directives being applied to other departments?
- 310 • Second question is budgetary, wondering what the balance is and the percentage you
- 311 have to have on hand for catastrophic emergencies and if the difference between the two
- 312 if it exceeds what you need, are you going to bring it back for the reduction of taxes?
- 313 • Does the school have the equivalent to an undesignated fund balance? If it is true, is that
- 314 money also incorporated into the Towns fund balance and if not, why not?

315  
316 **Chairman McWhinnie** speaks to directives, we already talked about, this is a start, more to come  
317 hopefully. I don't see many more because we already have scheduling for regular employees.  
318 The Undesignated Fund balance, believes there is a policy of 10.5% to 15% of our operating  
319 budget. That is a policy, and it must maintain in our undesignated fund balance. The policy was  
320 adopted two and half years ago.

321 **Mr. Mike Teunessun-** I am just wondering if the money above and beyond what you need is  
322 going to be used to reduce taxes and if the school department undesignated fund balance is a part  
323 of that.

324 **Chairman McWhinnie-** I am not aware of the School Board having an undesignated fund balance.  
325 I can ask and get back to you.

326 **Town Administrator-** The Selectmen did use a portion of undesignated fund to offset taxes.

327 **Chairman McWhinnie-** \$171,000, I think.

328 **Town Administrator-** They used the same amount as last year. Above and beyond what DRA  
329 requires, this Town Board of Selectmen did put forward their own policy, that is more stringent.



If we could get your email address, we will get those exact figures that you are asking for. The undesignated fund balance that we are going to be able to give you will be based on the last audited, which will be the 2016. Unfortunately, that is the way it works. We won't have 2017, until Fall when our audit is completed.

**Mr. Mike Teunessun-** Can you give me an idea of how much is in the undesignated fund balance.

**Chairman McWhinnie-** We will talk to finance and try and get a number for you.

*Mrs. Brenda Currier-*

- Placed a Right to Know request for 13 items based on questions she tried to ask at the December 8<sup>th</sup> meeting, where we got into an altercation of you yelling at me, so I didn't get them asked. I think doing it like this will prevent a lot of right to know requests.
- Public input used to be positioned between old business and new business on the agenda in order to give people the opportunity to give people an opportunity to talk about what you had talked about that night, rather than waiting a week or two until we met again. I would like to know if you would consider doing that because putting it right at the beginning of the meeting, we don't know what's going on currently.
- Lastly, Heather there was three of us as the door and none of us heard you were going to get the keys, so that was a misunderstanding.
- Is the audit the only way to know what is in the undesignated fund balance? It seems unlikely, that we have to wait a whole year and that's the only way to know. Doesn't our financial person have a daily account of what is in that balance?

Chairman McWhinnie stated that we are going to ask finance, would you also like that number?

*Brenda Currier-*It is a part of my Right to Know request.

*Mrs. Sandi Guarino*

- Directives, aren't there already policies in place prior to the Board of Selectmen's directives and if they did what was the reasoning for putting forward a new directive?
- She has been looking at the New Hampshire Municipal Association, it talks about the Chief of Police, who is appointed rather than elected shall have the authority to direct and control all employees in his/or her department, in their normal course of duty and shall be responsible for efficient and economical use of all department equipment. In reading that, I'm just wondering why you have the need to micromanage that department and waste time for that department and make them accountable to things that they should be accountable for any way.

Chairman McWhinnie wasn't aware of former directives for the Police Department and these directives are to open the lines of communication with the Board of Selectmen and the Police Department. I don't believe we are wasting time having these directives, they're not unreasonable. A lot of the input we are getting from these, is that they were under the impression that they were already in effect and they're not.

*Mrs. Sandi Guarino*

- Why is geared towards just the Police Department, not the Fire Dept., not the Highway Dept.

**Chairman McWhinnie-** I am not going to go into that aspect of it right now but there was reasoning for doing it, it was brought up at the meeting to them as to why it was being done. I am probably not at liberty to say why, but it was a good place to start.

*Mr. Michael Wilson-*



They are public servants, shouldn't we all have that information?

**Chairman McWhinnie-** No, not yet.

**Mr. Jake Daizell-**

Which attorney's office did you guys work with to make these directives?

**Chairman McWhinnie-** Drummond-Woodsum in Manchester

**Mr. Jake Daizell-**

Why weren't the typical Town attorney used to do these?

**Chairman McWhinnie-** We wanted to get out of Town and actually there is an RFP out for a new Town Attorney.

**Mr. Adam Mini-**

- Perception It goes towards a perception, whether it is real or perceived, is that when we are focusing on things like cell phones, scanners, steps at the Town Hall. That fact that Paul Perkins budget was reduced so drastically last year, he wasn't able to do stuff. We are focusing on directives, scanners and cell phones, it seems like it some what misdirected. That is the perception.

**Chairman McWhinnie-** Are you speaking for everybody?

**Mr. Adam Mini-**No, I am speaking for me

**Chairman McWhinnie-** Thank you for your input.

**Public comment closed at 6:54 p.m.**

#### **Review and recommendation of the operating budget**

**MOTION:** On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to recommend the budget as brought forward by the Budget Committee at \$1,765,583.00. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

**Warrant Articles-**

**MOTION:** On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to recommend warrant article 6-28. (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 to recommend Warrant Article #29. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

Selectman Jean speaks to the possibility of placing the Gilmanton Year-Round Library in the budget vs not having it as a petition warrant article.

Selectman Bishop speaks to Warrant Article #30 and the issues that Mr. Wilson and Ms. Sapiro have been through.

Selectman Jean- questioned whether it needs a 2/3rds vote, he wants to make sure it's done right, and if voted in will the Town then have to pay the legal fees?

**MOTION:** On a motion by Selectman Bishop and seconded by Chairman McWhinnie it was voted to recommend Warrant Article #30. (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 to not recommend Warrant Article #31. (2-1 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -no, Selectman Bishop – yes).

Discussion on the Warrant Article for the HDC and if it requires a 2/3 vote and the fact there has been no protest petition submitted.

#### Approval of Minutes –

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the minutes of 01-08-18. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the minutes of 01-10-18 as submitted. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

#### Consent Agenda/Signature File

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to open the consent agenda for discussion (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

• **Purchase Order:** *Certified Computer Solutions, 2018 Fire Department Contract, \$5,370.00, 01-4220-370*

• **Purchase Order:** *Brian Forst Transport, 2018 Sand, \$ 50,000.00, 01-4312-694*

• **Intent to Cut:** *Intent to Cut for Map 415 Lots 01, 1001, 1002 & 1003*

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted to approve the consent agenda. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

#### New Business- N/A

#### Old business- N/A

#### SelectBoard Items-N/A

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

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to go into Non-Public Session per RSA 91-A:3, II (a). (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 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 (I)**

**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 (I). (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).

**MOTION:** On a Motion by Selectman Jean, 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, Selectman Bishop – yes).

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

**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).

**Adjournment:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn at approximately 8:47p.m. (3-0).

Respectfully Submitted,

  
Heather Carpenter  
Assistant Town Administrator

**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}