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Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

December 3, 2018

5:41 pm – Gilmanton Academy

Present: Chairman Stephen McWhinnie, Selectman Marshall Bishop, Selectman Michael Wilson, Town Administrator Patrick Bore, Assistant Town Administrator Heather Carpenter and Danielle Bosco-Recording Clerk.

Also present please see attached sign in sheet.

5:41pm- Budget Workshop

Mr. Bore explained that some of the budgets were not voted on by the Board.

4140 Election- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4150 Financial- Selectmen McWhinnie discussed having job descriptions for the Treasurer and Deputy Treasurer.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4151 Town Clerk/Tax Collector- Mrs. Carpenter said that the request for an additional employee may be revoked. The Town Clerk/Tax Collector is concerned with asking for both an additional employee as well as asking for money for documentation restoration. Mrs. Carpenter explained there is a great need for both of these.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4192 Zoning Board- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4193 Historic District- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4194 General Government Buildings- The Board discussed life safety updates at the old Town Hall.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4195 Cemetery Expense- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4210 Police- The Board discussed merit based salary increases and if they have been earned. The Board voted line by line to recommend the budget.

Line 110 Chief Salary- (2-1 Voice Vote – Chairman McWhinnie-no, Selectman Wilson -yes, Selectman Bishop – no)

Line 111 Secretary Wages- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 113 Sargeant Wages- (2-1 Voice Vote – Chairman McWhinnie-no, Selectman Wilson -yes, Selectman Bishop – no)

Line 114 Patrol #1 Wages- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

Line 115 Patrol #2 Wages-. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

Line 116 Patrol #3 Wages- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

118 Animal Control- Mrs. Carpenter said she believes that money should be in this line. Selectmen revised to \$1300 (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

Line 119 PT ACO Wages- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 120 Part Time Wages-The Board discussed revising this to \$8,000 because they didn't use the funds this year (2-1 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –no, Selectman Bishop – yes). Selectman recommend \$8,000.

Line 125 Special Detail- Chairman McWhinnie would like to see what events are being done. Chairman McWhinnie recommended \$3,700 (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 140 Overtime Wages- Chairman McWhinnie said the overtime should not be so high because the plan is to have the full time officer positions filled. The Board discussed only putting \$8,000 into the budget (2-1 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –no, Selectman Bishop – yes)

Line 141 GRANT overtime- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 150 Holiday Pay- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 190 Call Pay- Department Head requested \$4.00 hour for on call. Mr. Wilson suggested paying \$3.00 an hour. (2-1 Voice Vote – Chairman McWhinnie-no, Selectman Wilson -yes, Selectman Bishop – yes) Selectmen recommended \$3.00 an hour on call pay.

Line 210 Health Insurance- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 211 Dental Insurance- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 215 Life/STD/LTD Insurance- (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 220 Fica, Line 225 Medicare, Line 230 Retirement- All lines are calculated by a percentage of salaries and will change to reflect recommended (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

The Selectmen recommended the following lines as requested by Department Head

Lines-270, 290, 341, 355, 370, 410, 411, 430, 440, 560, 620, 625, 630, 635, 637

(3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

Line 390- Selectmen revised to \$9,000

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

4240 Building Inspector- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

4290 Emergency Management- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

4323 Hazardous Waste- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes)

4414 Animal Control- Department Head requested \$0 for the budget. The Board discussed that this should be \$500. Mrs. Carpenter will determine what the request is.

4711 Debt Services- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4550 Library- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to recommend the budget (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

4583- Patriotic Purposes- Don Gaurino discussed flags needing to be replaced. Mr. Guarino will work with the Fire Chief to determine what should be requested. Mr. Bore said they are presenting to the Budget Committee December 12. Mr. Bore also brought up having them use a generator. Chairman McWhinnie said they had issues hooking up the snow cone machine to the electricity.

Chairman McWhinnie closed the budget workshop

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to take a break. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

7:25pm Chairman McWhinnie opened the public meeting, took attendance of those present and voting (Chairman McWhinnie, Selectman Wilson and Selectman Bishop) and led the Pledge of Allegiance.

Chairman opens public input- 7:25p.m.

Public Input-The following topic were discussed as follows;

**Comments made by the public do not reflect the opinion of the town, elected officials or its staff.*

Kristina- Kristina questioned the building being closed for the window and counter installation and if the office would open on Tuesday because it will be closed. Chairman McWhinnie said they will be getting the office back together so it will re-open on Wednesday.

Amy Guarino- Mrs. Guarino expressed her concern for privacy and not being able to hear with the windows that are going in. Mrs. Carpenter said although it may seem the set up they have now provides privacy but it actually doesn't. Mrs. Guarino stated this is a small Town and questioned that in the State of NH in the last 5 years how many times someone has come in with a gun that safety glass was needed. Mrs. Carpenter also explained many other Towns have safety glass and this is a safety measure that needs to be taken. Chairman McWhinnie said in 2011 there was discussion about putting in safety glass. Mrs. Guarino questioned if Selectmen Wilson has viewed sealed minutes regarding when the building was shut down. Mr. Wilson said he has seen sealed minutes. Mrs. Guraino also brought up police directives. Mrs. Guraino said Mr. Wilson brought up a policy for the Selectmen. Mr. Wilson said that there has been discussion but nothing has been voted on at this point.

Don Guarino- Mr. Guarino spoke about a different design for the windows due to historical features. Chairman McWhinnie said L-CHIP has approved the plan. Mr. Guarino questioned who came up with the plan. Mr. Wilson said the Board discussed a few variations and came up with this. Mrs. Carpenter said this was the most cost effective plan as well as meet the office needs.

Mrs. Janice McWhinnie-

- ***see attached statement**

Mr. Bob Burton- Mr. Burton wanted to state he agrees with the safety glass in the Town Hall. Mr. Burton said he doesn't like the way it will look but the employees should feel safe. Mr. Burton questioned if the front door would be unlocked when the building re-opens on Wednesday December 19th once the glass is installed. Chairman McWhinnie stated the doors would be unlocked. Mr. Burton questioned why he hadn't heard anything about a complaint of a guardrail on Stage Road. Mrs. Carpenter said she has been working on gathering the information that he requested. Mr. Burton said he wished he had received information on the issue. Mrs. Carpenter said that when she is handling something she tends to not relay information until she has received all the information needed.

Chairman calls for any additional Public Comment; public comment closes at 8:00p.m.

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

Consent Agenda/Signature File

- o **Purchase Order:** La Clair Electric \$1888.00+/-**APPROVED**
- o **Purchase Order:** Morton Sale**APPROVED**

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

Select Board Items- Mr. Wilson questioned when the Master Plan would be complete. Mr. Bishop said it should be approved at the next meeting.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to take a break. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

Recess- 8:06 p.m.

Reconvene from Recess

NON-PUBLIC Pursuant to RSA 91-A:3, II (I)

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Wilson 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 Wilson -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)

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)

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

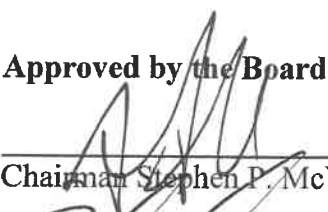
ADJOURNMENT- 9:04

Motion: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was unanimously voted to adjourn. (3-0)

Respectfully Submitted,

Danielle Bosco
Recording Clerk

Approved by the Board of Selectmen



Chairman Stephen P. McWhinnie

Selectman Michael J. Wilson

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}

Sign In Sheet - BOS
12-3-18

Kristi Laurendeau

Jamie McWhinnie

Bob Burt.

Sandi Guanno

Don Guanno

ROS 12-3-18.
Attach to minutes

WE ALL HAVE THE RIGHT TO BE WRONG IN OUR OPINIONS, BUT NO ONE HAS A RIGHT TO BE WRONG ABOUT THE FACTS.

I neglected at a recent meeting to mention our driver from the Gilmanton rescue squad who was company and support to me on our trip recently to the hospital. Sorry I forgot your name, but you know who I mean and I thank you.

I would be remiss if I did not mention my dear friend and neighbor, Judy Rouleau who is fighting a serious health problem. She has volunteered in many capacities in town and should be thanked and remembered especially for one of her best accomplishments and that is starting the dump run café along with her musically inclined and service veteran husband, Louie Rouleau. This project has done so much in getting together and uniting members of our great town. Thank you Judy and Louie.

Judy specifically asked me to mention a couple of "Thank you's". To Linda Hume for being there and always filling pills for me. Barbara Swanson for getting together the knitting group to help us all, and Andy for always plowing the end of our driveway for us.

Thank you also to Amy Brown for faithfully recording our town meetings so that those who cannot attend can hear about our town.

A great loss to the town recently was a long-time resident, Maurice Munsey a WW11 Navy Veteran of Atlantic and Pacific who received 4-5 medals. He was known to all of us only as "MONK". Services have already been held. Monk and his deceased wife, Gloria, were long-time residents of Gilmanton and very active in many capacities. Our condolences to his family. Monk, we will miss you. Rest in Peace.

To all our veterans, thank you for your service to our country and a belated HAPPY VETERANS DAY.