

APPROVED

## Board of Selectmen Town of Gilmanton, New Hampshire

6 Meeting  
7 February 27, 2017  
8 **6:00 p.m.**  
9

10 **Present:** Chairman Stephen McWhinnie, Selectman Michael Jean, Selectman Marshall Bishop, Town  
11 Administrator Paul Branscombe, Assistant Town Administrator Heidi Duval and Road Agent Paul  
12 Perkins. Also present, see attached sign in sheet.  
13

14 **6:00 p.m.** Chairman McWhinnie opened the meeting, roll call attendance of those present and voting  
15 (Chairman McWhinnie, Selectman Jean and Selectman Bishop), and lead the Pledge of Allegiance.  
16

17 **Approval of Minutes-**  
18 **February 13, 2017**

19 **MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie, it was voted  
20 unanimously to approve the Minutes of February 12, 2017. (3-0 Voice Vote –Chairman McWhinnie-yes,  
21 Selectman Jean-yes, Selectman Bishop– yes)

22 **February 6, 2017**

23 **MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie, it was voted  
24 unanimously to approve the Minutes of February 6, 2017. (3-0 Voice Vote –Chairman McWhinnie-yes,  
25 Selectman Jean-yes, Selectman Bishop– yes)

26 **January 23, 2017: Amendment Request**

27 The Selectmen received a request to amend the minutes of January 23, 2017 to clarify the Motion made  
28 regarding maintenance of the Class V portion of Joe Jones Rd, to avoid future confusion and confirm the  
29 motion was for the Class V portion only.

30 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean, it was voted  
31 unanimously to amend the Approved Minutes of January 23, 2017. (3-0 Voice Vote –Chairman  
32 McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

33 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop, it was voted  
34 unanimously to amend the Approved Minutes of January 23, 2017 to read ***“181 Joe Jones Road- The  
35 Board of Selectmen have been advised that the full Class V portion of Joe Jones Rd. has not been  
36 properly maintained for some years, which creates a safety concern. It is the Towns understanding  
37 that the Class V portion continues beyond the building at 181 Joe Jones Rd, to a stone wall past the  
38 house. As it is a function of the Town and Road Agent to properly maintain Town Class V roads  
39 which includes plowing, ditching and spring clean-up.***

40 ***It is a necessity for the property owner to have clear access to their fuel tank, at the present time they  
41 have been cut off for winter deliveries due to the current condition.***

42 **MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was  
43 unanimously voted to instruct the Road Agent to maintain the full Class V portion of Joe Jones Road,  
44 including to the stone wall past the house at 181 Joe Jones Rd, including snow removal. (3-0 Voice  
45 Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).” (3-0 Voice Vote  
46 –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)  
47  
48

49 **Signature File-**

Eversource Pruning- 62 Fox Dr

**MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie, it was voted unanimously to allow Eversource to prune the electric easement at Town owned property at 62 Fox Dr, Chairman McWhinnie signed the return postcard approval. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

Elderly Exemption- Map 104, Lot 01, Sublot BG 0016

**MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie, it was voted unanimously to approve an Elderly Exemption for the property at Map 104, Lot 01, Sublot BG 0016. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

### **Purchase Orders**

**Salt-** As the Purchase Order was approximately 2 weeks old, the salt had already been delivered. Selectman Jean reminded the Road Agent that Purchase Orders need to be signed before purchase or delivery.

**MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie, it was voted unanimously to approve a Purchase Order for Salt in the amount of \$7,726.80. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

**Town Reports-** Selectman Jean asked Town Administrator Branscombe to explain the problem with the Town Reports. Mr. Branscombe explained that the proofs had come in color, but the Reports came in black and white. He believed this was a printer error and recommended the Board look for a new vendor next year. He reiterated that this was a vendor error, not an employee error. Selectmen Jean wishes to look for a new vendor next year.

**MOTION:** On a Motion by Selectman Jean and seconded by Selectman Bishop, it was voted unanimously to approve a Purchase Order for the Town Reports in the amount of \$1,806.52. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

### **Medication Replacement- Fire Department**

**MOTION:** On a Motion by Selectman Jean and seconded by Selectman Bishop, it was voted unanimously to approve a Purchase Order for Medication Replacements in the amount of \$1,514.34. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

### **Fire Service Executive Academy – Fire Training Paid to Velocity HUB**

**MOTION:** On a Motion by Selectman Jean and seconded by Selectman Bishop, it was voted unanimously to approve a Purchase Order for the Fire Service Executive Academy in the amount of \$2,000.00. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

Town Administrator Branscombe noted that other communities have agreed to sign Purchase Orders individually throughout the week when coming in to for payroll etcetera to avoid delays or issues such as the salt PO, and suggested the Board consider this protocol. Selectman Jean stated that these must be approved at a meeting per RSA and that the Manifests are the only items they can sign outside of a meeting. Selectman Jean suggested for bulk materials that had already been contracted/ bid, that the Road Agent annually submit one large Purchase Order for the entire annually budgeted amount following approval/ passing of the Budget.

### **Old Business**

### **Grader Repair Quotes: Road Agent-**

The Board was presented with two quotes to replace the oil cooler assembly and water pump, plus all seals/gaskets/related parts *onsite*; totaling \$2,520.00 from Douglas Burdick and \$4,503.82 from Milton CAT. The Road Agent explained that he had drained all fluids from the Grader, but there is no real way to troubleshoot this machine and that the vendors think the problem is likely either the oil coolant assembly or water pump, and that if you replace one you should replace both while doing so. Chairman McWhinnie asked if we had received a certificate of insurance from Mr. Burdick. Ms. Duval responded no. Since Mr. Burdick had suggested to Mr. Perkins that he would not be providing insurance but that the machine could be brought to his shop instead, Mr. Perkins recommended the Board accept the proposal from Milton CAT. There was discussion on ensuring Milton CAT would also perform any preventative maintenance, start-up & test upon completion, and warranty the work.

**MOTION:** On a Motion by Selectman Jean and seconded by Chairman McWhinnie, it was voted unanimously to approve the quote from Milton CAT, to include preventative maintenance, and sign the Purchase Order for the replacement of the oil cooler assembly and water pump on the Grader as presented. (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

The Board and Road Agent briefly discussed a letter received from the DoT stating that as part of their replacement program, the flashing light at the intersection of NH Rt 140 and NH Rt 107/ Province will be *removed*. The light will not be replaced, but the warning signs will be replaced and moved to fit the State's updated parameters. They also confirmed the Road Agent had received a Bridge Project update letter from Hoyle, Tanners & Associates dated February 10, 2017.

### **New Business**

#### **Complaint-Highway**

Chairman McWhinnie read a complaint submitted from a resident on Loon Pond Rd, stating "I moved my truck to side of Rd to clear snow from driveway. Plow truck went by slow and returned shortly after. My back was turned away from driver. He sped by within inches than proceeded to hit me with sand and salt. Salt on Loon Pond Rd is prohibited by EPA. Could not hear truck cause snow blower running. If I moved 1 foot to right I would have been hit..." This complaint was received by Administration and had been submitted to the Road Agent. It was noted that the complainant had explained that a verbal apology was all he was looking for. Mr. Perkins had already left a message for the gentleman and was awaiting a return phone call. The driver had been spoken to, and Mr. Perkins assured the Board he would continue to address the matter. Chairman McWhinnie asked if there was merit to the statement regarding no salt allowed per EPA, Mr. Perkins stated no, just reduced salt use.

#### **Gareth "Marty" Martindale- Zoning Board Appointment Request**

Mr. Martindale, currently Vice-Chairman of the Planning Board, submitted a request to the Board to be appointed to the Zoning Board of Adjustment. Ms. Duval stated her understanding was that Mr. Martindale was requesting to be appointed to the Zoning Board effective now as an alternate as there is no current vacancy, and specifically *not* as a Planning Board Representative. She further explained that the office had inquiries out to the Office of Energy & Planning and Legal Inquiries, additionally the Planning Board meeting had been postponed to the following day, February 28, 2017, and they had been asked for their input. Mr. Martindale stated that he was not aware of any Planning Board concerns and that he wanted to increase the communication between the boards. He also noted that he was not looking to promote Planning Board opinions, and would not even be voting much, if at all, as an alternate, and would recuse himself if voting on any Planning Board issues. Elizabeth Hackett, Zoning Board Chair, suggested the Planning Board make a formal motion so there would be no confusion later, and stated that she had no issue with it and that it is allowed by RSA. Mrs. Hackett would ask Mr. Martindale to

recuse himself in any joint issues and noted that the two boards operate very differently procedurally. Mr. Martindale did not feel there would be a problem obtaining a Planning Board motion. Selectman Bishop stated he would recuse himself from any decisions on this matter. Selectman Jean requested Administration begin preparing list of current and upcoming board vacancies for review. Mrs. Hackett stated that Nate Abbott and Perry Onion are both up for reappointment this year should the Board of Selectmen see fit. The Board made no decision at this time, awaiting further information.

### **Selectboard Items**

Selectman Jean asked Mr. Branscombe if the Town is locked in to a rate for gasoline. Mr. Branscombe responded No, Stafford is a floating rate. Selectmen Jean asked Mr. Branscombe to check the cap on the rate.

Ms. Duval on behalf of the Recording Clerk, requested the Board review the past year's Non-Public minutes at the next regular meeting on March 6, 2017, the Board agreed.

Selectman Jean asked if we were prepared for the Election. Ms. Duval confirmed that the scheduling was in progress and Selectman Bishop knew that he could appoint a Selectman Pro Tem with the Town Clerk/ Tax Collector if chose.

### **Open Public Input- 6:42 p.m.**

Raymond "Mickey" Daigle- Expressed his concern with the Grader Repairs, believes Milton CAT could troubleshoot by taking the pan down and pressurizing the system. Chairman McWhinnie provides the Milton CAT proposal to Mr. Daigle to review while other members of the Public speak.

Joseph Haas- Stated he had new information as a commission has been started by the House of Representatives regarding the State Education Tax, and speaks to accountability and the State Education Tax Warrant sent by the Department of Revenue on December 14, 2016. Mr. Haas asked that the Board, as they had when they emailed Colin Van Ostern requesting he answer Mr. Haas email, invite Mr. Andrew Volinsky to speak to the Board; as Mr. Volinsky had started this conversation in Claremont years ago. Chairman McWhinnie asked Mr. Haas what his goal was, Mr. Haas responded that he would like the Board to return the State Education Warrant to the state as invalid, like he has asked in his court case in Boscawen. Chairman McWhinnie suggested waiting to see how that court case goes.

Mr. Haas second item was to show the Board a box of coins to explain what form of money he is trying to get the bank get and or use for payment.

Mr. Haas third request was that the Board create and appoint a Gilmanton Economic Committee and update the Business Directory (in Academy Building entry) to put Gilmanton Residents businesses in the front, and surrounding town businesses in the back.

Mr. Haas final statement was that one of his goals if elected Treasurer would be to try to get better interest rates from the banks.

There was continued discussion on the Grader repairs, including Mr. Daigle, after reading the proposal from Milton CAT, asked if there was more troubleshooting on the Grader that could be done prior to the work proposed. Among the possibilities discussed, Chairman McWhinnie asked Mr. Daigle if he thought the work was a waste, Mr. Daigle responded No, the proposal does state "troubleshoot and replace." Chairman McWhinnie asked if the items being replaced were within the engine, Brian Forst explained the issue was in one of three places, the water pump; oil cooler; or head gasket. Mr. Forst

noted that his 2<sup>nd</sup> hand information stated that a test is to pour antifreeze into the radiator and it comes out in the oil pan you have not corrected the problem. Ms. Duval noted, as relayed to her by Mr. Perkins, Milton CAT had indicated this was a frequent issue with this model Grader and likely the oil cooler assembly or water pump were the problem.

**Close Public Input- 7:00 p.m.**

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

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

Reputation

**MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop, it was voted unanimously to come out of Non-Public session pursuant to 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 unanimously to seal the non-public minutes of the Non-Public session pursuant to RSA 91-A:3, II(a). (3-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop– yes)

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

**MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean, it was voted unanimously to go into Non-Public session pursuant to RSA 91-A:3, II(e). (2-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, *Selectman Bishop– recused himself and left the meeting and building*)

Legal

**MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean, it was voted unanimously to come out of Non-Public session pursuant to RSA 91-A:3, II(e). (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop-recused and absent)

**MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean, it was voted unanimously to seal the non-public minutes of the Non-Public session pursuant to RSA 91-A:3, II(e). (2-0 Voice Vote –Chairman McWhinnie-yes, Selectman Jean-yes, Selectman Bishop-recused and absent)

**Adjournment:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn at 7:25 p.m. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean, Selectman Bishop– excused absent).

Respectfully Submitted,

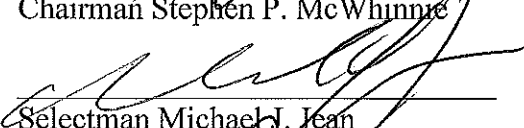


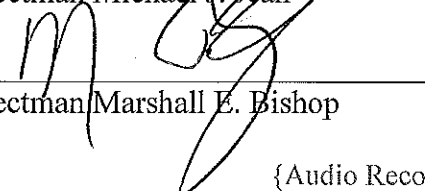
Heidi Duval

Assistant Town Administrator

**Approved by the Board of Selectmen**

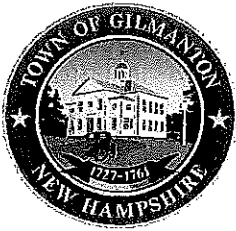
  
Chairman Stephen P. McWhinnie

  
Selectman Michael J. Jean

  
Selectman Marshall E. Bishop

{Audio Recordings are available at the Selectmen's Office}

2/27/17



**SELECTMEN'S OFFICE  
TOWN OF GILMANTON**

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ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

ELIZABETH HACKETT

Elizabeth Hackett 2/27/17

Raymond Dargatzis

Raymond M Dargatzis 2/27/17

GIL MARTINDALE

Gil Martindale 2/27/17

KRISTI LAURENDEAU

Kristi Laurendeau 2/27/17

BRIAN FURST

Brian Furst 2-27/17