



Board of Selectmen Town of Gilmanton, New Hampshire

6 Meeting

7 December 28, 2018

8 **10:23am** – Gilmanton Academy

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10 **Present:** Chairman Stephen McWhinnie, Selectman Marshall Bishop, Patrick Bore- Town
11 Administrator, Assistant Town Administrator Heather Carpenter, Chief Matthew Currier and
12 Danielle Bosco-Recording Clerk.

13 Also present please see attached sign in sheet.

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15 **10:23am** Chairman McWhinnie opened the meeting, took attendance of those present and voting
16 (Chairman McWhinnie and Selectman Bishop) and led the Pledge of Allegiance.

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18 Mr. Bore gave an update on the windows stating they are installed. Chairman McWhinnie said it is
19 projected to have the doors open the next business day as long as all other issues are taken care of.

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21 **Approval of Minutes –**

22 **MOTION:** Chairman McWhinnie said there needs to be a correction to add in verbiage for the
23 non-public part of the meeting. The Board tabled the 12-18-2018 minutes.

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25 **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was
26 voted unanimously to approve the minutes of 11-27-18. (2-0 Voice Vote – Chairman
27 McWhinnie-yes, Selectman Bishop-yes)

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29 **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it
30 was voted unanimously to open the consent agenda. (2-0 Voice Vote – Chairman McWhinnie-
31 yes, Selectman Bishop – yes).

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33 **Consent Agenda/Signature File**

34 ○ **Contract:** Town Website- \$6,600 one time fee plus \$1,750 annually for 3 years
35 plus 5% for the 3rd year- **APPROVED**

36 ○ **PO:** MRI- **APPROVED**

37 ○ **Contract:** Walter Mitchell- **DENIED**

38 The Board discussed signing with DTC for the two active cases and not using
39 Walter Mitchell as a co-counsel

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41 **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it
42 was voted unanimously to give authorization for the Town Administrator to sign a contract for
43 the Town Website. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

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45 **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it
46 was voted unanimously to approve consent agenda except for the Walter Mitchell contract. (2-0
47 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

New Business

- Mr. Bore said the Town was informed of a new lawsuit but has not been officially served. Chairman McWhinnie said they should use DTC to represent the Town.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

Chairman McWhinnie said PLT should be involved. Mrs. Carpenter said PLT no longer exists and the lawyer is part of Primex. Chairman McWhinnie said they should be aware of this new lawsuit. There was question of a cap dollar amount. Mrs. Carpenter said the Board should look at the legal line again and recommended adding an additional \$100,000 due to this new lawsuit and ongoing lawsuits.

- **ZBA Alternate-** Mrs. Carpenter said she is waiting on the ZBA's recommendation of the alternate candidate.
- **Planning Board-** Selectmen Bishop said that the Board is having issues with members and alternate members not attending meetings. Mrs. Carpenter said there is a removal process if members are continuously not showing up. Chairman McWhinnie said Selectmen Bishop should have the discussion with the Planning Board to address this issue before the Selectmen remove positions.
- **Cell Phone Study-** Mr. Bore brought up the Town being involved in a cell phone study. Chairman McWhinnie said he thought they would address this after the towers are in place. Mrs. Carpenter said the study is to show if what the cell phone providers are telling customers they provide for coverage is accurate or not. This is a service at no cost to the Town. Chairman McWhinnie said if it is no cost and no obligation to the Town they should go ahead and do it.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to go into recess at 11:09am (2-0 Voice Vote – Chairman McWhinnie yes, Selectman Bishop – yes).

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to come out of recess at 11:24am (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

Old Business

- **Encumbrances:** Mrs. Paquette went over the encumbrances for the 2018.
 - Town Buildings 4914-720: \$5000
 - Office Supplies 4130-750: \$1786
 - Town Website 4130-429: \$5760
 - Police 4210-630- \$655
 - Fire Department 4220-740 \$1,100 (Hose Bed Cover)
 - Fire Department 4220-740: \$1398 (Ice Commander Suits)
 - Block Grant 4319-730- \$34,887
 - Police Cruiser 4902-601- \$15468
 - Engineer Study 4909-840- \$14663
 - Crystal Lake 4909-811- \$74,860

Total: \$155,550

Mrs. Paquette stated the Chief Currier sent over an email requesting several items, gas, training, uniforms, vehicle repairs and phone to be encumbered. It was stated via email that these recommendations came from MRI. Mrs. Carpenter said they should see the recommendation come directly from MRI. The Board discussed if these items can be encumbered with the thought of only training being able to be encumbered and would like to see the recommendation from MRI.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted to encumber \$155,550 from the 2018 budget (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to encumber the training line from the Police Department if they receive the recommendation from MRI (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

- Default Budget

- Executive Office 4130- \$233,603
- Election & Registration 4140- \$10,069
- Financial 4150- \$100,596
- Town Clerk/Tax Collector 4151- \$180,703
- Assessing 4152- \$105,431
- Legal 4153- 107,116
- Planning Board 4191- \$49,982
- Zoning Board 4192- \$12,304
- Historic District 4193- \$4,693
- Government Buildings 4194- \$78,435
- Cemetery 4195- \$10,794
- Insurance 4196- \$98,434
- Police 4210- \$600,491
- Fire 4220- \$681,663
- Building Inspector 4240- \$65,455
- Emergency Management 4290- \$2,500
- Public Works 4311- \$433,840
- Highways & Streets 4312- \$357,263
- Street Lighting 4316- \$4,500
- Road Betterment 4319- \$277,049
- Hazardous Waste 4323- \$35,300
- Transfer 4324- \$316,221
- Animal Control 4414- \$500
- Outside Agencies- 4415- \$32,735
- General Assistance 4441- \$6,809
- Parks & Rec 4520- \$17,729
- Library 4550- \$9,000
- Patriotic Purposes 4583- \$4,650
- Conservation Commission 4611- \$4,091
- Debt Services 4711-\$121,282 / 4712-\$3,622

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted on the default budget of 3,935,089 2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted to add an additional \$100,000 to the legal budget- 4153 making the line \$220,000 2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

Mrs. Paquette said the Selectmen's budget recommendation is \$4,118,613.

- **Warrant Articles**

- Old Town Hall Condition Assessment-

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to recommend the warrant article for an assessment of the old Town Hall. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

- Ironworks Fire Station Roof- the Board still would like to see a contract for the building.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously not to recommend the warrant article for the Fire Station Roof (2-0 voice vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

- Bridge Project- Mr. Bore spoke about options for raising funds for the Bridge Project. The Board made the decision to use \$295,000 from unassigned funds so they did not cause any tax impact to the Town.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to not bond the bridge project and to use \$295,000 from the unassigned fund for the bridge project for zero tax impact (2-0 voice vote– Chairman McWhinnie-yes, Selectman Bishop – yes).

- Chairman McWhinnie said E.D. Swett, Inc. got the bid for the Bridge Project yesterday for 1,988,063.55. The letters are being sent out to the abutters for this project.
- Mrs. Paquette said with the estimated budget the 2019 tax impact will be 6.19 per thousand. Property values are \$459,860,440.
- Revenue- Mrs. Paquette said the revenue for 2017 was 1,866,398.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to accept the revenue for \$1,866,398 (2-0 voice vote– Chairman McWhinnie-yes, Selectman Bishop – yes).

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to take a 15 minute break at 1:39 (2-0 voice vote– Chairman McWhinnie-yes, Selectman Bishop – yes).

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to come back from break (2-0 voice vote– Chairman McWhinnie-yes, Selectman Bishop – yes).

Select Board Items

- Gravel Pit Project- Chairman McWhinnie said legal needs to look at this
- Charge Card- Chairman McWhinnie said the charge card for the Police Department should not be used anymore.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Bishop, it was voted unanimously to inform the Police Department they could not use the charge card anymore (2-0 voice vote- Chairman McWhinnie-yes, Selectman Bishop – yes).

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

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 (b). (2-0 Voice Vote – Chairman McWhinnie-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. (2-0 Voice Vote – Chairman McWhinnie-yes, 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. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop –yes)

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

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) (2-0 Voice Vote – Chairman McWhinnie-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. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop –yes)

Chairman McWhinnie made an official announcement of the new Town Administrator Patrick Bore as they have signed the contract.

Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted unanimously to adjourn at 3:01 p.m. (3-0).

Respectfully Submitted,

Danielle Bosco
Recording Clerk

Approved by the Board of Selectmen

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Chairman Stephen P. McWhinnie

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Selectman Michael J. Wilson

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Selectman Marshall E. Bishop

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

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**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

Joseph S Haaselt@hotmail.com

John Mon. 28 Jan '19 6:10 pm

Mark Warren

Mark Warren 1/28/18

JOE HEMPEL

SS

Sandi Coward

Sandi Coward

Bob Burton

Bob Burton

Amy Brown

Amy Brown

