



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting
September 25, 2017
5:30 pm. – Gilmanton Academy

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

5:30 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.

Approval of Minutes

Tabled

**Minutes from 09-11-17, 09-18-17, 09-25-17 will need approval at the following meeting on October 2, 2017.*

Signature File through consent agenda

Consent Agenda

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop voted to open up the discussion for the consent agenda. (2-1 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -no, Selectman Bishop – yes).

- Settlement Statement:
Settlement Statement for closing on town owned auctioned property lot on Fox Dr., Map 122, Lot 35.
- Facility Use Request:
Facility use request from the Gilmanton Year-Round Library for the Old Town Hall on October 19, 2017 and to waive all associated fees as a non-profit. The use will only happen in the event that they anticipate higher attendance than their own facility can hold.
- Purchase Order:
To Mango Security Systems for replacement of the video entry system due to June 2017 lightning strike, insurance to reimburse full replacement amount upon completion. Mango Security Systems, +/- \$3,908.25, to be reimbursed by insurance claim upon completion.
- Refund:
Refund of \$730.00 to William J & Teresa D. Donovan for overpayment of vehicle registration fees.

- Refund:
Refund of \$702.96 to Michele L Dargy-McCullough for overpayment of 2017 First Issue Taxes on Map 119 Lot 90, 12 Berry Ave.

Consent Agenda Approval

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to accept and approve the consent agenda. (2-1 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -no, Selectman Bishop – yes).

Non-Public Pursuant to RSA 91-A:3, II (a) (*This motion will need to be amended to (b)-Hiring*)

ROLL CALL- Chairman McWhinnie-Y, Selectman Bishop-Y and Selectman Jean-Y

(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 unanimously 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 unanimously to come out of Non-Public Session. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Jean -yes, Selectman Bishop – yes).

Work Session-Budgets

- Police Department

01-4210-110- Salaries- 1 step increase for employees

01-4210-116-Increase from \$44,221.00 to \$44,887.00

01-4210-119- ACP PT increase from \$1050.00 to \$1300.00

01-4210-120- PT wages have not been utilized but will be used in the near future

01-4210-140- Wages Overtime increase from 8,000 to 10,000.

01-4210-150- Holiday pay, increase request due to wages

01-4210-192- A \$1.00 amount placed in the line historically in order to put monies for accepted grants. Finance stated that the line doesn't need to be there, consensus of Board of Selectmen, Finance and Chief Currier was to get rid of the line.

01-4210-210- Health Insurance-increase of 5% from \$50685.00 to \$60,059.00

01-4210-211- Dental Insurance- increase of \$298.00

01-4210-220- FICA- increase from 3055.00 to 3150.00

01-4210-225-Medicare- increase from \$4,775.00 to \$4,959

01-4210-230-Retirement- increase from 82914.00 to 91,017.00

01-4210-290-Preemployment services- increase from 1.00 to 200.00

01-4210-341- Phone- increase from 5000.00 to 6000.00 increase due to system change for better service, average cost of bill per month is \$200.00

01-4210-370- Computer Expense-increase from 7995.00 to 9120.00 based on laptops; additionally, there will be an expense of \$5,835 to replace three work stations this is not included in the \$9120.00 price tag.

Discussion of overall package price of computers for the Town of Gilmanon is \$32,000.00.

01-4210-390- Increase for prosecution services from 8000.00 to 9000.00

01-4210-440- Lease/rental contracts, increase from 6500.00 to 6650.00

01-4210-625- Postage increase from 300.00 to 450.00

01-4414-800-Animal Control- \$500.00 is the same price as last year.

Warrant Article- 2011 Crown Vic. Approximately \$45,000.00

Overall Increase is approximately 5.5%- 6%. Roughly 18,000 in uncontrolled costs (retirement, insurance, etc.) Chief Currier is roughly asking for a 2% increase in budget.

- Highway Department

Wage increase of 1%

01-4311-140- Wages Overtime increase from 15,651.00 to 20,000.00

01-4311-210 through 01-4311-230 is to be determined, the Road Agent has not had time to sit down with Finance and go through the numbers.

01-4311-661- Rep. and Maint. Grader from \$5,000.00 to 15,000.00.

Grader maintenance, overall maintenance, hydraulic hoses, tires, etc. The Board has asked for a breakdown of what the increase will include in order to back up the requested increase amount.

01-4311-667- Rep. and Maint. 07 Chevy- Increase from \$1,500.00 to \$2,500.00

- Highway and Streets

01-4312-650- waiting for a bill

01-4312-694- Sand increase from \$50,000.00 to \$60,000.00

01-4312-699 Signs increase from \$1,500.00 to \$2,000.00

Road Betterment grant from the State will increase to \$155,000

Warrant Article in the amount of \$65,000.00 for Highway Equipment (Capital Reserve) in order to make sure monies are put away for the CIP.

Town Clerk/Tax Collector Budget presentation will be tabled until the following meeting.

Recess taken at 6:50 p.m.

New Business

- Involuntary Lot Merger Restoration: - Tabled

- Telecommunications Assessment Method: The Assessor recommends using the NH DRA Method of assessment.

Consensus of the Board is to follow the recommendation of the Town Assessor.

SelectBoard Items

Selectman Jean brought up a discussion on the compactor and lack of the Dog House, the Board discussed why the dog house was not a feasible option.

Public Input

No public present

ROLL CALL VOTE TO ENTER

(2) 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, 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).

(3) 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 Selectman Jean, and seconded by Chairman McWhinnie 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.

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

Lawsuits- Selectman Bishop not present for the following non-public meeting

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II. (2-0 Voice Vote – Chairman McWhinnie– yes, and Selectman Jean-yes).

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

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

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

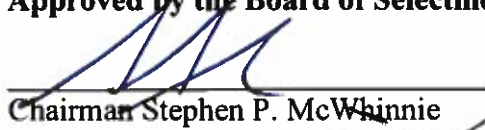
Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn at 7:30 p.m. (2-0).

Respectfully Submitted,

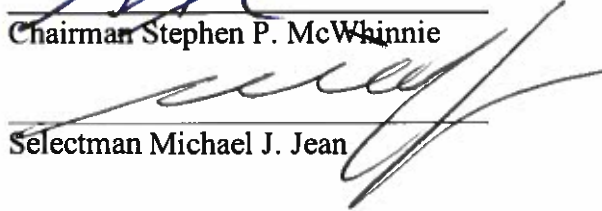


Heather Carpenter
Recording Secretary

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 }

