



APPROVED AS SUBMITTED

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting  
January 10, 2018  
**5:30 pm.** – Gilmanton Academy

**Present:** Chairman Stephen McWhinnie, Selectman Michael Jean, Selectman Marshall Bishop, Town Administrator Heidi Duval and Heather Carpenter- Assistant Town Administrator filling in as Recording Clerk.

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.

### Work Session- Budget

Police Department Grant-

Town Administrator speaks to the Police Department Grant process-

Just discovered and was brought to the Board on Monday night, the Board wanted time to reconsider. There has been approval for the Safety grants in the amount of \$12,562.00, which was not Budgeted for at this point.

Selectmen wanted to know when the grant was approved, approval date was 11-03-17.

The Board would like to know why it took so long to get the paper work if it was approved back in November. The Town Administrator doesn't know when it was received by the Police Department but the Executive Office received it on Thursday of last week. The Board would like to know when the date the grant was received through the P.D. Town Administrator ask that question.

In order to utilize these grants, they need to be in the budget. It should be budgeted for in the operating budget and the offsetting revenue.

The grants are for patrol, paid out at overtime rate and cover DWI, STEP and Distracted Driving.

Selectman McWhinnie asked if there are any revenues to the Town for that?

The Town Administrator stated no, the breakdown of the grant is- the State pays actual labor, Medicare and retirement. The Town's soft match is clerical, gas, cruiser and wear and tear on the vehicle.

The recommendation by Administration is to budget for it in line 01-4120-141- Police Department Grant Overtime.

The line would be budgeted for the amount follows; \$9,600.00, you would additional increase Medicare line 01-4120-225- \$139.00

and Retirement line 01-4120-230- \$2,825. Additional you would increase the Police Department Grant Revenue line within the Revenue at \$12,562.00.

Payment is paid quarterly from the grants. The Board is agreeable to the grant but concerned with the last-minute knowledge of it.

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to add line 01-4120-141 Police Department Grant Overtime at \$9,600, increase line 01-4210-225- Medicare \$139.00, and line 01-4210-230 by \$2,825 which is the Retirement line and further to increase the P.D. Grant Revenue to \$12,562.00. (3-0 Voice Vote –Chairman McWhinnie– yes, Selectman Jean–yes, and Selectman Bishop– yes).

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

**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 (c). (3-0 Voice Vote – Chairman McWhinnie– yes, Selectman Jean–yes, and Selectman Bishop– yes).  
Reputation

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Jean 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 Chairman McWhinnie, and seconded by Selectman Jean 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.

**Adjournment:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn at approximately 5:58 p.m. (3-0).

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}