

APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting
March 27, 2017
Gilmanton Academy

Present: Chairman Stephen McWhinnie, Selectman Bishop, Selectman Jean, Town Administrator- Heidi Duval, and Administrative Assistant- Heather Carpenter.

Also, present please see attached sign in sheet.

6:00 p.m. Chairman McWhinnie opened the meeting, took attendance of those present and voting (Chairman McWhinnie, Selectman Bishop and Selectman Jean,) and led the Pledge of Allegiance.

#1-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 to go into Non-Public Session per RSA 91-A:3,II(c).(2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes,).

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to come out of Non-Public Session per RSA 91-A:3,II(c) (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes,).

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

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

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to come out of Non-Public Session per RSA 91-A:3,II(a) (3-0 Voice Vote – Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

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

Approval of Minutes –

March 20, 2017-

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to approve the minutes of March 20, 2017. (2-0 Voice Vote –Chairman McWhinnie-yes, Selectman Bishop-yes and Selectman Jean-abstain).

Signatures for the approved minutes of February 27, 2017 and March 06, 2017

Signature-

- Motion to approve Veteran's Credit for Map 128 Lot 16

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the Veteran's Credit for Map 128 Lot 16. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

Purchase order-

- Winter Sand purchase order through Brian Forst- The balance of budget line HS694 is \$31,751.00, Road Agent submitted for the year per Board of Selectmen suggestion and the purchase order has been amended to reflect the current balance.

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order for winter sand in the amount of \$31,751.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Certified Computer Solutions- \$5,996.75 Police Department annual contract for 2017

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order through Certified Computer Solutions for the Police Department annual contract in the amount of \$5,996.75. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Certified Computer Solutions-\$4,308.75 Fire Department annual contract

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order through Certified Computer Solutions for the Fire Department annual contract in the amount of \$4,308.75. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Green Insurance Associate- \$5,516.00 Call Fire Fighter Insurance

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order for the call fire fighter insurance in the amount of \$5,516.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Lakes Region Mutual Fire Aid- \$35,318.35 Annual Dispatch Services

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order for Lakes Region Mutual Fire Aid in the amount of \$35,318.35 for the annual dispatch services. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Hillsboro Ford- \$33,369.00 State Bid Forestry Truck

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order for Hillsboro Ford in the amount of \$33,369.00 for the state bid on the forestry truck. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Stryker, \$34,000.00 Power Cots (original price was \$35,000 less \$1,000- trade in, for the total amount of \$34,000.00)

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order through Stryker for the power cots in the ambulance for the amount of \$34,000.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- CAI Technologies, \$2,550.00 Tax Mapping Contract

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the purchase order for the Tax Mapping Contract through CAI Technologies in the amount of \$2,550.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Melanson Heath, \$2,500.00 2017 work done to-date

MOTION: On a motion by Selectman Jean and seconded by Chairman McWhinnie it was voted to approve the purchase order for the audit through Melanson Heath in the amount of \$2,500.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

Old Business

- Appointment Requests:
- Zoning Board, Gareth Martindale (alternate)
- Zoning Board, Perry Onion (reappoint)
- Planning Board, William Mahoney (reappoint)

All discussion on Board re-appointments were tabled.

- Seasonal Dock Request: Shell camp, Property owner at Map 420 Lot 65 would like permission from the town to install a seasonal dock on the road front across the street from his property.

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to deny the request for a temporary dock. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, Selectman Jean-yes).

- Economic Development Committee Request:
Joe Haas requests the Board of Selectmen create and appoint an Economic Development Committee

Tabled for further discussion.

- Property Sale Inquiry:

Ms. Sleeper would like to deed Map 420 Lot 84 to the Town. Request has been submitted to Conservation & the Land Trust.

The consensus of the Board is to see what Conservation Commission thinks.

- Meadow Pond Rd: Road Complaint,

The complaint has been shared with NHDOT, no response at this time, Mr. Harris sent a copy of this complaint to Walter Mitchell's Office. The Town Administrator will reach out to the Road Agent on the matter.

- Bridge Project Update: Design & Bid Phases Agreements

These agreements were submitted in early February, have now been approved by NHDOT, which was required prior to the Board of Selectmen approval. The Board requested the Town Administrator set up a meeting with Hoyle and Tanner prior to signing the agreements. The Town Administrator stated that

these agreements are the agreements that had been presented on and agreed upon from prior meetings and reimbursement will start once the project is awarded to a contractor.

- 2017 Budget Review:

The Board has received copies of the complete budget with the break down, comparing the Budget Committee lines to the Selectmen's original lines. The Town Administrator informs the Board that if they choose to make any changes to the budget, this would be the time to make those changes or accept the budget as posted with the warrant.

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to take the balance that was projected in line 014210800 with the balance of \$3,604.00 and add \$1,000.00 to line 014130620 and take the balance of \$2,604.00 and apply that to line 014130750. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, Selectman Jean-yes).

If those are the only changes the Board is making the Town Administrator is looking for a motion to approve for the 2017 recommended proposed salaries as of January 1, 2017, as submitted as of March 27, 2017.

Selectman Jean's concern moving forward with step increases is usually when receiving a step increase it is done at an annual review and there should have been a policy that was made when the pay scale was created. Moving forward he would like a policy created, and next year for the budget, he would like to see all the steps to be placed in a separate line in each department.

MOTION: On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to accept the 2017 recommended proposed salaries as of January 1, 2017. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

New Business

Grader Repairs- new quote, engine rebuild/overhaul: \$26,631.84

The T.A. is awaiting quotes for alternate repairs or rental. This work was not budgeted for, and the Board of Selectmen does NOT have the authority to expend from the Highway Equipment Capital Reserve.

The Board agrees to have Selectman Jean reach out to Milton Caterpillar about the Grader for the purpose of clarification.

Selectman Bishop speaks to the issue of the specifications of what the Budget Committee intended for the Chief of Police salary line with the full understanding that the Board of Selectmen are they only ones that can authorize the increase.

There was a discussion between Chairman McWhinnie, Selectman Bishop, Chief Currier, and comments made by Mr. Adam Mini about the P.D. salary line, the police line and where the Selectmen voted to move the money vs the Budget Committees intension for the money.

Select Board Items

Open Public Comment- 7:27 p.m.

Mrs. Brenda Currier-

- Questioned the motion that was made on the PD salary line
- Questioned the issue of tabling re-appointments

Mr. Adam Mini-

- Disagrees with Select Boards motion to move the money out of the Police Chiefs line when the intension of the Budget Committee was to increase that line.

Mrs. Stephanie Fogg-

- Questioned the Assessing and Town Administrator salary lines and why they have been over budgeted for if those are not their salaries.
- Deadline for re-appointments

Ms. Kristi Laurendeau-

- Questioned when the Town will have a handle on the budget issue

Mr. Wayne Ogni-

- Questioned the information about Wescott Law and informing the Board in reference to the Shellcamp Association and the conflict of interest.
- Asked about the re-appointments for members on the Board

Mrs. Betty Hackett-

- Clarified that the RSA states that the current appointees stay in place until someone else is appointed

Police Chief- Matthew Currier-

- Asks about his Right to Know request, the process and the review of nonpublic minutes based on his reputation

Mr. Joe Haas-

- Update on the ASB, asked for an audit to be done on the Town Treasure and who the Town is using for audit services

Mrs. Jennie Hakala-

- Questioned why the money was moved out of the Police Chief line and placed into another departments line and the reason for it

Closed Public Comment-7:57 p.m.

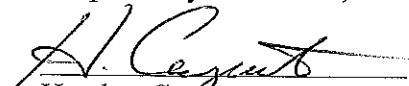
NON-PUBLIC Pursuant to RSA 91-A:3, II

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to go into Non-Public Session per RSA 91-A:3,II. There were no objections to the motion.

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to come out of Non-Public Session per RSA 91-A:3,II (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).


Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn. (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}



**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

Bill Mahoney

Bill Mahoney 4-3-17

Rachael Vigeant

[Signature] 4/3/17

Marty Martindale

[Signature]

Sandra Guarnano

Sandra Guarnano

Jessie Fagg

Jessie Fagg

Stephanie Fagg

Stephanie Fagg

Jennie Hobbs

Brenda Currier

[Signature]
Brenda Currier

KRISTI LAURENDEAN

[Signature]
Kristi Laurendeau

Justin Gaudin

[Signature] 4/3/17

4-3-17