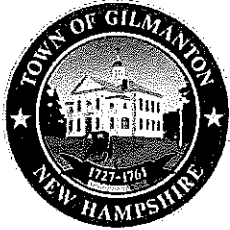


APPROVED



## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting  
July 10, 2017  
Gilmanton Academy

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

Also, present please see attached sign in sheet.

**6:00p.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.

**GYRL-** Update given by Chris Schlegel

The highlights of the update referenced Budget/Fundraising, Strategic Planning, Programs/Services and Grants. The Gilmanton Year-Round Library is appreciative of all the support that has been given. The August Library Board Meeting includes the Annual Business Meeting and Ice Cream Social will be announced later this month.

*\*Please see attached Gilmanton Year-Round Library Association Update*

### ➤ Approval of Minutes

**May 01, 2017-**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the minutes of May 01, 2017 as written. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

**May 23, 2017-**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the minutes of May 23, 2017 as written. (2-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-abstain).

**June 05, 2017-**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the minutes of June 05, 2017 as amended, with changes to line 18- change to May 17 and Line 222 change to Dismissal, Promotion or Compensation. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

**June 14, 2017-**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the minutes of June 14, 2017 as written. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

**June 26, 2017-**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the minutes of June 26, 2017 as written. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop, and Selectman Jean-yes).

**Signature File**

- **Purchase Order for paving crack seal, taken from regular Highways & Streets Paving line:**

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the purchase order to Henry Dow in the amount of \$3,650.00 + or - for Crack seal on Loon Pond Rd and Stage Rd from Beauty Hill Rd to Potter Rd. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

- **Purchase Order taken from regular Highways & Streets Other Hired Services line:**

**MOTION:** On a motion by Selectman Jean and seconded by Chairman McWhinnie it was voted to approve the purchase order to Arbortech in the amount of \$1,800.00 for Removal and clean-up of a Bull Pine tree on Loon Pond Rd. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

- **Intent to Cut Map 403 Lot 14**

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the intent to cut for Map 403, Lot 14. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

- **Yield Tax Warrant of \$236.05 for Map 425 Lot 04**

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Jean it was voted to approve the Yield Tax Warrant in the amount of \$236.05 for Map 425, Lot 04. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

- **Yield Tax Warrant of \$1,601.74 for Map 425 Lot 01**

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Jean it was voted to approve the Yield Tax Warrant in the amount of \$1,601.74 for Map 425, Lot 01. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

- **Facility Use Request, Old Town Hall, Crystal Lake Association Annual Meeting, they request waiver of rental fees as historically done.**

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Town Facility use request for the Crystal Lake Association for the use of the Old Town Hall for their 2017 Annual Meeting on July 15, 2017, and to waive any fees. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

- **Private Road Agreement to build a single-family home on a private road, NO Town maintenance responsibility:**

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted to approve the Private Road Agreement for Robert J & Sharon M Rabbitt on Glen Echo Road for Map 112 Lot 17. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

### Old Business

Library Trustee Appointment- Deborah Chase has resigned her position as Library Trustee, the position was posted with no response however the Trustees ask that Mrs. Elizabeth Clark be appointed to the position until the following election. Mrs. Clark is an Alternate Trustee.

- **MOTION to appoint Elizabeth Clark to fill a vacancy as a full member of the Library Trustees. This position will be up for election in 2018.**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted to accept the recommendation and appoint Mrs. Elizabeth Clark as Library Trustee until the following 2018 election. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

### LRPC-TAC Appointment

- **MOTION to appoint James Goodwin to the Lakes Region Planning Commission Transportation Advisory Committee as an alternate member.**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the appointment for James Goodwin as the alternate representative to the LRPC-TAC.(3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes ).

### Landscaping-

- **Hire for mowing and landscape maintenance of the Town properties including the Academy Building, Corner's Library, Public Safety Building and Old Town Hall in the Iron Works.**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted to accept the landscape proposal from Mr. Tom Nielsen of Tom's Superscapes; (3-0 Voice Vote – Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

### Highway Exhaust Fan-

- The Select Board discussed the recommendation by the Joint Loss Management Committee, which has suggested the purchase of a wall exhaust as previously discussed, which the Highway Department with possible assistance from the Town Electrician, could install at a minimal cost of \$299.99 or to install a unit that the Highway department already has and install without duct work. The consensus of the Board is to install an existing unit that is present at the Highway department and install without duct work. The Board has given permission to the Chairman to assist the Highway Department in the installation, if needed.

### New Business

### HDC Appointment-

- The HDC has asked, and Mr. Buttrick has therefore submitted a written request, to appoint Clifton Roy Buttrick (currently an alternate) as a full member of the HDC.

**MOTION:** On a motion by Selectman Jean and seconded by Chairman McWhinnie it was voted to approve Mr. Clifton Roy Buttrick to the Historic District Commission as a full member. (2-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-recuse, and Selectman Jean-yes).

**Tax Deeded Property Auction-**

- St. Jean's Auctioneers have received the properties up for auction this year and begun their preparations, the auction is slated for Saturday August 12, 2017. The boilerplate contract has been reviewed by legal, once signed St. Jean's will begin advertising process. Legal counsel will be asked to prepare a template Purchase and Sales Agreement and deeds.

**MOTION:** On a motion by Selectman Jean and seconded by Chairman McWhinnie it was voted to approve the contract with St. Jean's Auctioneers, for the sale of tax deeded properties. (3-0 Voice Vote – Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

**ZBA Request for Rehearing-**

- There is concern that Mr. Klish received variance approval based on inaccuracies, and NHDES is actually reconsidering his septic approval (which would nullify his variance), but they will not be able to do so within the 30-day deadline following the variance approval, therefore it is requested the Board of Selectmen request a variance reconsideration from the ZBA to "stop the clock" while NHDES finishes their investigation.

**MOTION:** On a motion by Chairman McWhinnie and seconded by Selectman Bishop, allowed by RSA 677:2, to request a rehearing from the Gilmanton Zoning Board of Adjustment on their case #2017-00011 Edward Klish owner because of the belief that the ZBA made their decision based on incorrect and/or incomplete information. Finding (b) of the decision states the property has received a septic permit, info from DES states they are considering revoking that permit. Finding (c) states the applicant said a town official encouraged him to build the structure in such a way that it could be used as a residence, the town official will testify that he never gave indication that could be so. Finding (e)(ii) states the proposed use is a reasonable one because the applicant...built the structure solidly, there is no evidence to support that fact. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

**Select Board Items-**

Selectman Bishop believes that the discussion of a noise ordinance needs to be revisited, he has had multiple calls about issues surrounding the noise from gun fire.

Selectman Jean suggested that the residence that are having an issue with noise should put together a Petition Warrant Article which requires 25 signatures.

The Town Administrator did state, situations that happen after 10 p.m. at night could fall under the State's law of disorderly conduct.

Selectman McWhinnie calls for a motion to appoint Zannah Richards to the Planning Board, Selectman Bishop cannot vote on the issue and Selectman Jean did not second the motion.

**Public Comment-**

Sean Lord- Mr. Lord asked the Board for permission to submit a proposal to sell hard liquor at the Gilmanton Iron Works Market. He has spoken to the Liquor Commission; the store falls under unique criteria to be to agents to sell due to the location of the store in proximity of the nearest NH State Liquor Store. One of the requirements of the State is to obtain Town approval.

The Town Administrator has requested some time to do research on the request. The Board agrees to have the Town Administrator research the subject and get back to Mr. Lord.

Graham Wilson- Mr. Wilson is one of the residents that has reached out to Selectman Bishop about the noise ordinance due to the gun noise. The noise is extreme, certainly ruins a weekend afternoon and is a safety concern.

Bernadette Gallant would like to know when the Playground system will be installed at the Town Hall so that the Women's Club can arrange the Phyllis Buchanan Memorial Bench to be installed and to make arrangements with the family.

The Town Administrator has not received a date for the playground set up but as soon as one is given she will notify Judy Bakos.

**Public Comment- Closes at 7:03 p.m.**

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

**Hiring**

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

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

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

**Reputation**

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

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

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

Approval of non-public minutes

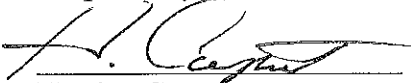
**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to go into Non-Public Session per RSA 91-A:3,II ( ).(3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes ).

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


**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to seal the nonpublic minutes of the 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 Selectman Jean and seconded by Chairman McWhinnie it was voted to adjourn at 7:53p.m. (3-0).

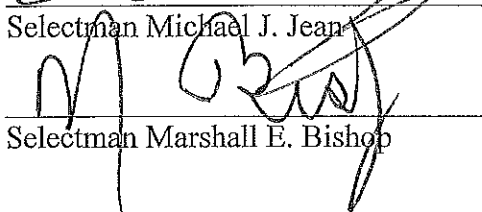
Respectfully Submitted,

  
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}

**Gilmanton Year-Round Library Association Update**  
**Board of Selectmen Meeting**  
**July 10, 2017**

**Statistical Update**

Cardholders: 1893 at the end of May 2017.

May 2017 totals for month:

622 total visits (367 adults, 43 teens, 212 children)

Total transactions: 788

**Budget/Fundraising:**

We were right on track with our budget projection as our fiscal year ended on June 30<sup>th</sup>.

Fundraising efforts have been ongoing:

June Summer Sizzle raised \$2140.00

May Hanging Basket Sale raised \$1192.00

Annual Giving Tree solicitation will begin in August.

Several more fundraising events are being planned for fall and winter.

**Strategic Planning:**

Our Growth and Sustainability Committee continues to research options for the future of the GYRL. There was interest shown in possible Town ownership of the GYRL in the future, especially in combination with a 501(c)3 "Friends" group. Prior to moving in any direction, we are trying to determine an accurate cost to the Town that would result from this scenario. We have been in touch with other libraries in NH to compare line items in our budgets.

**Programs/Services:**

The number of participants in the Summer Reading Program has increased by about 50% this year as compared to 2016. Several presentations associated with this program are taking place as well. They range from puppet shows to writing workshops and plays.

There are currently 22 children participating in the 1000 Books Before Kindergarten Program. Three children have completed the challenge thus far!

Live animal programs continue to draw large audiences. Jane Kelly with her "Birds of Prey Program" brought in over 80 people of all ages. Last week's "Animal Architect Program" by the Squam Lakes Science Center drew 121 people. We are grateful to the Maher family for establishing the Ed and Marge Maher Memorial Fund to support this enhanced programming.

The monthly Afternoon at the Movies is usually very well attended. There were 61 children at the May event. Lego Club and Story Times during the school year are popular as well.

One of the most popular new adult programs is Paint Night. The teens enjoyed Murder Mystery Night and our Librarian noted that this age group thrives on interactive programs. There will be

weekly "Teen Nights" this summer featuring everything from Movie Premieres to creating comic books with a special presenter.

The GYRL also has numerous Museum Passes available due to the Maher Fund. These have been popular this summer and information can be found on the GYRL Website about this program. (gyrla.org)

Patrons of the GYRL are utilizing the E-books service enthusiastically. One of our Board members attended a Corner's Library Trustee Meeting in order to discuss extending this service to patrons of the Corner's Library. They do not appear to wish to pursue our offer.

**Grants:**

Jennifer MacLeod, our Youth Services Librarian, was successful in applying for and receiving the CLiF Rural Libraries Grant. This provides \$2000 worth of children's books to the GYRL and \$500 to the Gilmanton School. This grant also provides a \$250 stipend for a special project. Our thanks go out to Jennifer for pursuing this grant opportunity.

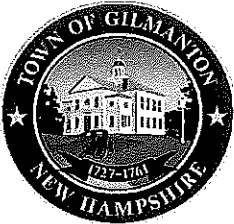
Our Board Meetings are held on the second Wednesday of each month at 7:00pm at the GYRL. We encourage public input at those meetings. Our August meeting includes the Annual Business Meeting and Ice Cream Social. The date for that meeting will be announced shortly but will be later in the month than our normal meeting time due to summer vacation schedules.

Thank you for your continued support and for your time this evening.

Chris Schlegel

GYRLA Board of Directors





**SELECTMEN'S OFFICE  
TOWN OF GILMANTON**

PO Box 550, Gilmanton, NH 03237

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ATTENDANCE SIGN-IN

July 10, 2017

PRINT NAME

SIGNATURE & DATE

Bernadette G. Gillett

Sean C. Lane

Graham Wilson

P. K. Kras

Guy Giunta Jr

DEE Mulcahy

Bernadette Gillett

Sean C. Lane

Graham Wilson

P. K. Kras

Guy Giunta Jr 7/10/17

DEE Mulcahy