



APPROVED

Board of Selectmen
Town of Gilmanton, New Hampshire

Meeting
September 11, 2017
6:00 pm. – Gilmanton Academy

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

Absent with notice- Selectman Michael Jean
Also present please see attached sign in sheet.

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

Moment of Silence in memory of those lost on September 11th, 2001.

Old Business

- Road Agent Additional Block Grant Projects: Paul Perkins is requesting the Board allow him to use the additional Block Grant funds received this summer for completion of paving projects that were not budgeted for this year but are in need of being done. The Road Agent outlines the following road projects that need to be done;
 - Stage Rd.- Top Coat, the cost of the project is \$49,000.00
 - Loon Pond Rd.- This project can wait until next year.
 - Middle Rte.- Awaiting the final numbers for this project.
 - Allens Mill Rd.- Shim/Overlay, cost of this project is \$59,400.00

Selectman McWhinnie would like it stated for the record that the reason the projects have not been done this year is not because the Highway Department didn't do them but due to the fact that the Selectmen froze a part of his budget in order to move forward on the Bridge project.

The consensus of the Board is to allow the additional Block Grant funds that have been received this summer for the completion of paving projects that were not budgeted for this year but are in need of completion.

The Town Administrator will need to receive from the Road Agent, a completed P.O., listing Wolcott Construction for all three projects as discussed.

Compactor preparation/ Concrete:

Todd Hagar of Atlantic Recycling has renewed his concern for the placement and size of the concrete pad and has come to the meeting to finalize plans. One concrete quote has been received from Bayside Concrete, many companies have told the Town Administrator that they

cannot perform the work now as they are too busy with end of season. Bayside has agreed to fit the project in because he is a resident.

Discussion between the Board, the Town Administrator, Road Agent-Paul Perkins and Todd Hagger from Atlantic Recycling about the specification on the depth in which the compactor would be placed, relative to the side of the concrete pad and circumference that would be needed for the compactor. The determination was made that the dog house would not fit appropriately and a sluice would need to be ordered instead. A drawing will be sent over to the Town Administrator for signature of approval.

Selectman open the Sealed Bid from Bay Side Concrete at 6:18 p.m.

- **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to accept the bid from Bayside Concrete for the concrete pad at the Transfer Station in the amount of \$4,055.00. (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 approve the order of the sluice as opposed to the original order of the Dog House for the dumpster. (2-0 Voice Vote – Chairman McWhinnie-yes, and Selectman Bishop – yes).
 - Wilson/ Sapiro Title Ambiguity:
Legal counsel has reviewed and as there is no clear evidence (eg: matching legal descriptions) does not feel the Board has the authority to sign a deed. The recommendation by the Board and the Town Administrator would be for Mr. Wilson and Mrs. Sapiro to put together a Petition Warrant Article which then can be discussed at the Deliberative Session. The discussion of what the language in the Petition article is very important to Mrs. Sapiro and Mr. Wilson. Mr. Funk the prior owner feels that conveying the confirmation and authorization is very important. The Town Administrator stated that she will send out the dates of when the Petition Warrant Article needs to be submitted.
 - HDC Enforcement Request: 485 Meeting House Rd- Waiting for legal; discussion is tabled.
 - Atlantic/ Metrocast Agreement:

Atlantic (parent company Cogeco out of Canada) is purchasing all remaining Metrocast holdings (already purchased some areas last year) estimated closing early 2018. They are already in the East Coast, will hire any Metrocast employees that want to stay on, this will make them the 9th largest cable company in the Nation. Legal does NOT recommend signing the proposed Resolution but rather:

The Board moves that the town grant the request of MetroCast Cablevision of NH, LLC to assign its Franchise within the Town to Atlantic Broadband.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to grant the request of MetroCast Cablevision of NH, LLC to assign its Franchise within the Town to Atlantic Broadband. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

New Business

- **2016 Audit:** The Board has received the 2016 Audit and MS-535 electronically for review, Unassigned Fund Balance \$1,967,447.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the 2016 Audit and 2017 MS-535 as prepared. (2-0 Voice Vote – Chairman McWhinnie-yes, and Selectman Bishop – yes).

Select Board Items

- **Selectman's Budget Meeting Schedule**

Request that the Board determine if they would like to hold budget work sessions prior to regular BOS meetings or pick a different day of the week for budget only work sessions.

The consensus of the Board is to have meetings for the following dates; September 18th at 5:30 p.m., September 25th at 5:30 p.m., and October 2nd at 5:30 p.m.

- **Academy Building Exterior Update**

The exterior painting project is approximately halfway through, the painter discovered a rotten corner post on the back side of the building (above & to the left if facing the back porch). There have been several restoration contractors out to assess or have been spoken to, but they are all busy for the next several months. Mr. Tom Gosling has prior experience working on the Academy Building and in the essence of time has given a high-ended verbal quote of \$4,200.00, which he seems confident that it shouldn't cost that much. While it is a structural support post, he does not feel there has been damage to the structural integrity at this point but it is a necessary fix.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the repair work for the Academy Building within the next two weeks, by Tom Gosselin in the amount of \$4,200.00. (2-0 Voice Vote – Chairman McWhinnie-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 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, 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. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Bishop – yes).

(2) Non-Public Session per RSA 91-A:3, II-Review of Non-Public Minutes-

Roll Call- Chairman McWhinnie- yes and Selectman Bishop-yes

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. (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 unanimously to come out of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie -yes, and Selectman Bishop – yes).

3) Non-Public Session per RSA 91-A:3, II (a)-Employee Review

Roll Call- Chairman McWhinnie- yes and Selectman Bishop-yes(Selectman Jean- absent with notice)

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). (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 unanimously to come out of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie -yes, and Selectman Bishop – yes).

Recording Secretary- Heather Carpenter left the meeting for this portion, Town Administrator- Heidi Duval took the minutes of this non-public.

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

Roll Call- Chairman McWhinnie- yes and Selectman Bishop-yes

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, 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. (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 unanimously to seal the minutes of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie-yes, and Selectman Bishop – yes).

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

Approval of Minutes

August 21, 2017

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the minutes of August 21, 2017. (2-0 Voice Vote – Chairman McWhinnie-yes, and Selectman Bishop – yes).

August 30, 2017

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the minutes of August 30, 2017. (2-0 Voice Vote – Chairman McWhinnie-yes, and Selectman Bishop – yes).

Signature File

- Consent Agenda- Open Discussion; no discussion

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to open the discussion for the Consent Agenda. (2-0 Voice Vote – Chairman McWhinnie-yes, and Selectman Bishop – yes).

- Consent Agenda- Move to approve the consent agenda.

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

**See Attached Consent Agenda*

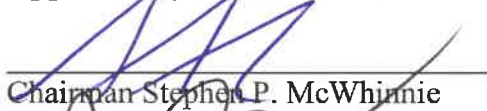
Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted unanimously to adjourn approximately at 7:40 p.m.(2-0).

Respectfully Submitted,



Heather Carpenter
Recording Secretary

Approved by the Board of Selectmen


Chairman Stephen P. McWhinnie
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}

