



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting
February 6, 2017
Gilmanton Academy

Present: Chairman Stephen McWhinnie, Selectman Bishop, Selectman Jean, Town Administrator Paul Branscombe, Assistant 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.

Approval of Minutes –

January 23, 2017-

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to approve the minutes of January 23, 2017 as amended. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

The amendment made will be adding Selectman Jean's name to the attendance portion of the minutes.

Signature-

Selectman Jean would like to know why so much salt is being ordered, and in the future, he would like to see gravel put out to bid.

The Town Administrator stated that the Department Head will provide the office with a breakdown for the salt use but has been extremely busy with the winter season.

E.W. Sleeper P.O.-MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to approve the purchase order for E.W. Sleeper in the amount of \$2,654.17 for a conveyor chain for the sander. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Bergeron Protective Clothing P.O.- MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to approve the purchase order for 12 sets of gear for the Fire Department. The total cost of the gear is \$20,332.58, grant funding to offset the cost of the gear is \$18,469.00, reducing the Town's total cost for the protective gear to \$1,863.58. (3-0 Voice Vote – Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Granite State Minerals P.O.-MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to approve the purchase order for salt through Granite State Minerals in the amount of \$6,827.77 for 116.02 tons. (2-1 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-no, Selectman Bishop– yes).

Nutter Enterprises P.O.-MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to approve the purchase order for gravel through Nutter in the amount of \$5,533.41 for 750 tons; future gravel purchase will need to go out to bid, receiving no less

than three prices prior to purchase. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Selectman Jean stated to the Board that the upcoming Warrant Articles that included purchases will not be ordered by the departments until three prices have been received and reviewed.

The Grader is in need of \$40,000.00 in repairs for a head gasket, the Selectman would like the Department Head in for a meeting to discuss the repairs. Selectman Jean would also like to know if the tires had been replaced on the grader.

New Business

Event Permit for the Gilmanton School PTA-

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to approve the event request with fee waiver for the Gilmanton School PTA fundraising event to be held at the Old Town Hall on April 7, 2017. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Audio Recording of Public Meetings-

The Board of Selectmen hereby agree that all Public Meetings of any Official Board or Committee of the Town of Gilmanton be audibly recorded, and further that those audio recordings shall be retained indefinitely.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to agree that all Public Meetings of any Official Board or Committee of the Town of Gilmanton be audibly recorded, and further that those audio recordings shall be retained indefinitely. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Engagement of Legal Counsel-

The Board of Selectmen have been advised that the Planning Board, or members thereof, have been contracting legal advice without the consent of the Board of Selectmen. While the Planning Board was directed to do so for one matter, as put forth to Administration, in general the duty to engage legal counsel within the Town is a job traditionally delegated to the Select Board. This authority is inferred from the financial duties imposed on the select board by RSA 41:9, and from the fact the select board is given explicit authority to hire qualified members of the New Hampshire bar to serve as municipal prosecutors. RSA 41:10-a.

Please cease any additional legal consult outside the original topic until otherwise approved by the Board of Selectmen. Additionally, it is requested that you notify the Board of Selectmen or Administration for the Board of Selectmen of any legal issues the Planning Board is currently involved in or aware of.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the memo to the Planning Board regarding engagement of Legal Counsel. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Code Enforcement Hours-

The budget for the building inspector will be over if the current schedule is maintained. The Assistant Town Administrator believes the solution would be to cut the hours down to by appointment only for the

slower, winter season and review the need again in the busy, season of the summer. It is the consensus of the Board of Selectmen to move forward with that the suggested solution.

Select Board Items

Deliberative Session- The Board of Selectmen have the opportunity tonight to recommend the proposed changes to the operating budget brought up at the Deliberative session.

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to recommend the proposed operating budget with its amendments brought forward at the deliberative session. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

The proposed operating budget amount is \$3,619,691.00

The Town Administrator suggested that in the future the Board of Selectmen hold a meeting right after the Deliberative session in order to recommend or not recommend the amendments from the session so that the Town Clerk can make the necessary changes.

Transfer Station-

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted unanimously to allow the Transfer Station employees to be on site only a half hour before opening and a half hour after closing, and no personal trailers will be permitted. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Jean-yes, Selectman Bishop– yes).

Next Board of Selectmen meeting-

The Board of Selectmen agree that the next meeting will be held on February 27, 2017 at 6:00 p.m.

Open Public Comment- 6:24 p.m.

Mr. Brett Currier- Mr. Currier believes that it would be a good idea to make sure that the work done on the grader should have a warranty because it is such a large ticket item. He would also like to know why the Board does not respond during the Public Comment portion of the meeting.

Mrs. Brenda Currier agrees with her husband that there should be a dialog during public comment. She would also like to know when there will be more audio recordings available online and why it has not been updated.

Chairman McWhinnie pointed out that the questions that have been brought to the attention of the Board through Public Comment have been answered either via email or telephone. The Board has been told that public comment is exactly that, a public comment and that these meetings are held in order for the Board do conduct business for the Town. The reason why the Board agreed to not have a dialog during public comment was in order to move forward without the back and forth debate because the public doesn't like the Boards answers.

The Administrative Assistant was asked to respond to the question on audio recordings for the meetings. She stated that the reason that there has not been updates to the site was due to the free membership package having issues with the size of the files for the meetings. The site that has been chosen for testing the capabilities for uploading the recordings has been good but is limited under the free membership. The Board approved the payment for the unlimited upload program through that same site at their last meeting and the membership should be upgraded this week.

Close Public Comment- 6:31 p.m.

NON-PUBLIC Pursuant to RSA 91-A:3, II (c)-**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously 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).Reputation

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


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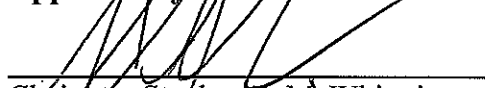
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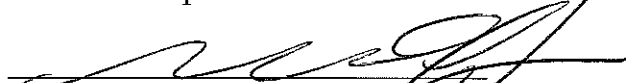
Adjournment: On a Motion by Selectman Jean and seconded by Chairman McWhinnie it was voted unanimously to adjourn at 7:06 p.m. (3-0).


Respectfully Submitted,


Heather Carpenter
Recording Secretary

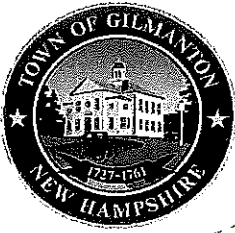
Approved by the Board of Selectmen


Chairman Stephen P. McWhinnie


Selectman Michael J. Jean


Selectman Marshall E. Bishop

{Audio recordings are available at the Selectmen's Office}



**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

Feb. 6, 2017

Brett & Brenda Currier

Brenda Currier

Michael Toumassin

[Signature]

Eric Snell

Eric Snell 2/6/17

Henry Vincent

[Signature]