

APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting
May 08, 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.

5:57 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)

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 Jean 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 Selectman Jean, and seconded by Chairman McWhinnie it was 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).

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

Reputation-

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

Work Session-Bridge Project

Hoyle, Tanner and Associates are present to answer additional questions the Select Board may have. The following are a list of topics that were discussed-

Stage Road Project-

- Road Closure vs having the temporary bridges installed for the Stage Road projects would save a total of \$90,000, however the Department Heads for Fire, Police and Highway do not feel a road closure would be a viable option for that route.
- The money needed to keep the project going will be \$84,000 for NightHawk Hollow and just over \$44,000 for Beauty Hill which will bring us to the next Town Meeting in March.

**The additional money for the project is listed on the second page of the handout, if the Road Betterment Fund does not need to be reimbursed the figures on that line will be a little less, roughly \$110,000.*

see attachment

The Town Administrator stated that the Road Agent has requested upon receiving the reimbursement from the state that a portion of the funds are returned to the Road Betterment Fund. Selectman Jean does not feel that the money needs to be placed back in the Road Betterment Fund due to the fact that it receives new funds every year. By taking the money from the Road Betterment Line this year, it keeps the project moving forward in order not to raise taxes.

- Bidding Out Process- Hoyle, Tanner and Associates recommends when putting the contract out to bid that it would include both projects on Stage Rd. in order to be most cost effective.
- Time Line moving forward after receiving the \$131,375.00-
 - August- Submittal of wetlands permit
 - September- Submittal to DOT the preliminary plans and estimate
 - October- Obtain approval
 - October- Jan- Waiting to receive the permit
 - Final Design-March 2018- August 2018
 - November- Advertise the project
 - December-Open the bids
- Crystal Lake Bridge- the date is set for 2020, estimated cost, engineering study, road closer, ABC construction, the shorter the time period you give a road closer the higher the cost and the high cost of a temporary bridge.

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to take \$131,375.00 and \$67,850.00 out of the Road Betterment Fund to continue the work on the Stage Road Bridges and start the study on the Crystal Lake project. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

Amendment- Starting the Study for Crystal Lake project will be contingent on DOT approval

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

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to authorize Chairman McWhinnie as the sole signature for the preliminary design phase agreement for the Stage

Road properties and the engineering study phase for Crystal Lake. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

Sean James stated to the Board that they should start thinking who should be invited to the Public Hearing moving forward, it is very important for the public to be heard. The Board of Selectmen agree that public input is welcomed and encouraged.

Took a short Recess-

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted to go into recess. (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 voted to come out of recess. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes and Selectman Jean-yes).

Select Board Items

- Motion to approve the event permit for Gilmanton Destination Imagination Spring Carnival at the Crystal Lake Park on May 13, 2017 and to waive any fees.

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to approve the event permit for Gilmanton Destination Imagination Spring Carnival at the Crystal Lake Park on May 13, 2017 and to waive any fees. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Motion to approve the event permit for the Gilmanton Historical Society walking tour of Gilmanton Corners & Academy Grounds on July 25, 2017 and to waive any fees.

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to approve the event permit for the Gilmanton Historical Society walking tour of Gilmanton Corners & Academy Grounds on July 25, 2017 and to waive any fees. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Motion to approve the Town Facility use request for the Gilmanton Historical Society use of the Old Town Hall for their 2017 summer season, including May 23, June 27, July 29, August 22 and September 26, 2017, and to waive any fees.

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to approve the Town Facility use request for the Gilmanton Historical Society use of the Old Town Hall for their 2017 summer season, including May 23, June 27, July 29, August 22 and September 26, 2017, and to waive any fees. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Motion to sign letter to the Trustees of the Trust Funds requesting transfer of \$2,400.00 from acct NH-01-0124-0016 Recycling/ Transfer Station Facility Improvement account, to offset the Northeast Tire Service invoice for new bobcat tires.

The Board did not agree to the transfer of funds from the Transfer Station Facility Improvement line. The consensus of the Board is to over spend line 01-4324-660.

- Motion to approve purchase order to Ossipee Mtn. Electronic for \$12,182.97 to be taken from the warrant article to outfit the new Police cruiser.

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to approve purchase order to Ossipee Mtn. Electronic for \$12,182.97 to be taken from the warrant article to outfit the new Police cruiser. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Motion to approve the sale at auction of the outgoing 2009 Ford Crown Victoria cruiser, as is and with all faults and defaults, and further authorize the Town Administrator to sign over the title and any related documents for the sale of this vehicle.

MOTION: On a motion by Selectman Jean and seconded by Selectman Bishop it was voted to approve the sale at auction of the outgoing 2009 Ford Crown Victoria cruiser, as is and with all faults and defaults, and further authorize the Town Administrator to sign over the title and any related documents for the sale of this vehicle. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-yes, and Selectman Jean-yes).

- Determine if Board will meet with Paul Mercier with Laura Spector-Morgan as representation on June 19, 2017

The Select Board has agreed to a meeting with Mr. Mercier but doesn't see the need for the attorney to be present.

76 Oak Crest Complaint-

The Board members have each driven by the property and have a concern about the condition of it. The Board members would like to view the file on the property to see if it has proper permitting on the pad and the lift. It was requested that the Town Administrator or the office reach out to the abutter, Mrs. Kim Dassault to see if she has reached out to DES for water testing on her property.

#3-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 Selectman Jean, and seconded by Chairman McWhinnie it was 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).

#4-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 Selectman Jean, and seconded by Chairman McWhinnie it was 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).

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

Reputation- Dismissal, promotion, or compensation of any public employee

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(a).(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 (a). (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 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).

Selectman Bishop left the meeting for the evening.

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

Reputation-

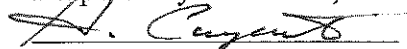
MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted to go into Non-Public Session per RSA 91-A:3,II(c).(2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

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 (c). (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted to seal the non-public minutes of the Non-public session RSA 91-A:3 II(c).(2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

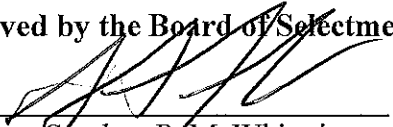
Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn at 8:40p.m. (2-0).

Respectfully Submitted,

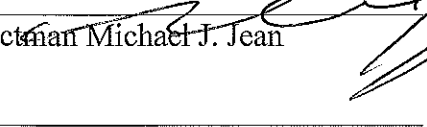


Heather Carpenter
Recording Secretary

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}

**STAGE ROAD BRIDGE OVER UNNAMED BROOK (BEAUTY HILL ROAD)
NHDOT BRIDGE NO. 106/041 / NHDOT PROJECT NO. 16232**

Temporary Bridge for Traffic Control Alternative

- Total Project Cost - \$995,000

Bridge Closure with Offsite Detour for Traffic Control Alternative

- Total Project Cost - \$770,000 (\$225K less than Temporary Bridge Alternative)

**STAGE ROAD BRIDGE OVER NIGHTHAWK HOLLOW BROOK
NHDOT BRIDGE NO. 122/041 / NHDOT PROJECT NO. 16233**

Temporary Bridge for Traffic Control Alternative

- Total Project Cost - \$1,762,000

Bridge Closure with Offsite Detour for Traffic Control Alternative

- Total Project Cost - \$1,534,000 (\$228K less than Temporary Bridge Alternative)

PROJECT SCHEDULE FOR BOTH PROJECTS (WITH TEMPORARY BRIDGE)

- Project Schedule
 - Start Preliminary Design – May 2017
 - Submit NHDES Wetlands Permit Application – August 2017
 - Submit Preliminary Plans and Estimate to NHDOT – September 2017
 - NHDOT Approves Preliminary Plans – October 2017
 - NHDES Issues Wetlands Permit – January 2018
 - Start Final Design – March 2018
 - Submit Final Plans, Estimate and Specifications to NHDOT – August 2018
 - NHDOT Approves Finals Plans – September 2018
 - Advertise Project to Contractors – November 2018
 - Open Bids – December 2018
 - Award Project to Contractor – April 2019
 - Start Construction – May 2019
 - Substantial Completion – Early October 2019
 - Final Completion (Beauty Hill Road Bridge) – Late October 2019
 - Final Completion (Nighthawk Bridge) – May 2020

CASH FLOW FOR BOTH PROJECTS (WITH TEMPORARY BRIDGE)

Fiscal Year 2017

- \$131,375 from Road Betterment Fund.

Fiscal Year 2018

- Warrant Article to use \$235,828 from the Bridge Capital Reserve Fund for Stage Road Design/Bid Phases. The \$128,875 that was taken from the Road Betterment Fund will be paid off from the \$235,828 figure.
- Warrant Article to use \$67,850 from the Bridge Capital Reserve Fund for the Crystal Lake Engineering Study.
- Warrant Article to raise \$95,000 to Bridge Capital Reserve Fund.

Fiscal Year 2019

- Bond \$1.1 Million sometime in August 2019 to pay for construction phase of Stage Road Projects. The interest rate on the bond is not known at this time and the Town would need to also raise either in 2019 or 2020 the interest rate charges for the \$1.1 Million Bond.
- Raise \$2.4 Million to pay for construction phase of Stage Road Projects. \$1.1 Million will come from the Bond and \$1.3 Million will come from the Bridge Capital Reserve Fund. The Bridge Capital Reserve Fund would have just over \$1.3 Million as NHDOT would have reimbursed the Town the 80% of the design costs and 40% of the construction cost.
- Warrant Article to raise \$95,000 to Bridge Capital Reserve Fund.

Fiscal Year 2020

- Pay back \$1.1 Million Bond sometime in August 2020 right after NHDOT pays the Town the remainder of the 80% of Stage Rd Construction phase.
- Warrant Article to raise money to Bridge Capital Reserve Fund and/or for the design phase of Crystal Lake Bridge.