



APPROVED AS AMENDED ON 02-25-19

*Amendments made to these minutes are listed on the last page

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

January 28, 2019

6:00pm – Gilmanton Academy

Present: Chairman Stephen McWhinnie, Selectman Michael Wilson, Patrick Bore- Town Administrator, Assistant Town Administrator Heather Carpenter and Danielle Bosco-Recording Clerk.

Selectman Marshall Bishop absent with notice.

Also present please see attached sign in sheet.

6:04pm Chairman McWhinnie opened the meeting, took attendance of those present and voting (Chairman McWhinnie and Selectman Wilson) and led the Pledge of Allegiance.

Public Input- 6:05pm

- Chief Matt Currier- Chief Currier gave an update to the Board. All Fulltime officers have been re-certified in CPR. The new cruiser has been painted and decals are on it. It will be going to get the radio shop to get fully outfitted. Chief Currier explained they are hosting along with the Fire Department a Substance Use Disorder Training at the Town Office. Chief Currier said they just purchased a locking cabinet for the evidence room as a recommendation of MRI.
- Joe Haas- Mr. Haas spoke about faithful performance bonds. Mr. Haas asked about his right to know request of the Town's insurance policy.
- Mr. Bore stated he has supplied the insurance policy for him.
- Mr. Haas said he was charged \$47 and did not request it to be printed and only wanted to view the policy like it was done by people in the office previously. Mr. Haas said that it doesn't take that long to provide documents.
- Chairman McWhinnie said fulfilling these right to know requests do take time.
- Mr. Haas said he also requested the new lawsuit.
- Mrs. Carpenter said there are multiple right to know requests and when the request was made for the lawsuit it wasn't available but stated where he was able to find it at that time. Mrs. Carpenter said then Mr. Haas came in again and spoke to Bre Daigneault in the office and refused to write anything down. Mrs. Carpenter said it is hard to determine exactly what he wants when he won't explain what he needs. Mrs. Carpenter said copies were requested.
- Mr. Haas said 91-A doesn't require it to be written down.
- Mrs. Carpenter explained it is very hard to understand the emails that he sends as they are so convoluted.
- Mr. Haas said they need to reply and tell him what they don't understand. Mr. Haas went on to talk about NH Municipal Association and not being allowed at the annual meeting.

- 48 • Mrs. Carpenter wanted clarification that all of his right to know requests he doesn't want
49 copies unless he specifically asks for copies and then even when he does request the
50 copies not to assume, he actually wants them.
- 51 • Mr. Haas said yes. Mr. Haas said that the past procedure with Amy Russell.
- 52 • Mrs. Carpenter said that is a convenience that she offered to him and that is not required
53 by 91A to provide.
- 54 • Mr. Haas said it would be good to have documents available on the website.
- 55 • Mrs. Carpenter said they are working on the website.
- 56 • Mr. Haas wanted to discuss the Treasurer owing him money. Mr. Haas brought up house
57 bill HB585.
- 58 • Chairman McWhinnie asked him to send it to him by itself. Chairman McWhinnie said
59 he would rather get 20 emails each on one topic rather than one email with a bunch of
60 other stuff as it is very hard to understand his emails.
- 61 • Mr. Haas asked if the Select board made it to the meeting for the Andrew Volinsky
62 information session. Mr. Haas said the local schools are being mismanaged financially
63 and the Select board should do something.
- 64 • Chairman McWhinnie said he did not attend and the Select board has no control over the
65 school.
- 66 • Sandy Guarino- Mrs. Guarino questioned the process of hiring the Town Administrator.
67 Mrs. Guarino said the timeline she saw was August 27th the Select board spoke about
68 hiring a new Town Administrator and hoping to hire by mid to late October. September
69 5th spoke about setting up a meeting with MRI for September 14th to discuss hiring a new
70 Town Administrator. September 14th there was a non-public with MRI. Mrs. Guarino said
71 that on September 14th Mr. Bore bought a home for just under half a million dollars and
72 questioned if Mr. Bore knew he had the job at that point. October 22nd Mr. Bore was
73 hired. Mrs. Guarino said November 19th was the first meeting she saw him at with no
74 announcement and no party and that's what you do. Mrs. Guarino said the job description
75 with the incorrect Selectman listed and not Michael Wilson's name.
- 76 • Mrs. Carpenter said this was an old job description that was printed off and is a typo.
- 77 • Mr. Bore questioned Selectman Wilson if he had issues with his recruitment.
- 78 • Selectman Wilson said he is happy with MRI's recommendation and has no issues.
- 79 • Mrs. Guarino said it isn't anything personnel against him it is just the process that was
80 done. Mrs. Guarino said he bought a house on the day they were interviewing.
- 81 • Chairman McWhinnie said at the time Mr. Bore bought that house he didn't have the job.
- 82 • Mrs. Guarino said it just seemed weird to purchase a house in Gilmanton after applying
83 for a job for \$70,000 which is a lot more than the last Town Administrator.
- 84 • Selectman Wilson said when they spoke with MRI about hiring a Town Administrator,
85 they were told the Town is the lowest paid Town Administrator position around and they
86 would have a hard time filling that position, so they had to increase it.
- 87 • Mr. Bore said for the record he paid \$499,000 cash for his house and the \$70,000 he is
88 making here is a third of what his previous job made. Mr. Bore said he isn't doing this for
89 the salary he is hoping to help the Town. Mr. Bore said he has been here for 3 months
90 and is questioning if this is worth it.
- 91 • Mrs. Guarino said it has nothing to do with him personally and she believes he is doing a
92 good job. Mrs. Guarino said it has to do with the process.
- 93 • Mr. Bore said he was part of a group of 25 candidates and was down to the last 3. Mr.
94 Bore said when he bought his house, he was hoping he would get the job, but he did not
95 know he was getting the position.

- 96 • Mrs. Guarino said the date and Selectman Wilson's signature are missing.
- 97 • Chairman McWhinnie said they will correct that.
- 98 • Mrs. Guarino said it was never discussed in a non-public meeting and then brought out
- 99 that they hired a new Town Administrator.
- 100 • Mr. Bore said that it is in the minutes the Board is about to approve for December 28th
- 101 and Selectman Wilson was on vacation. Mr. Bore said he waited two months for a
- 102 contract and was eager to have one in place.
- 103 • Mrs. Guarino questioned why it took so long.
- 104 • Mr. Bore said he was being patient and trusted the Board.
- 105 • Mrs. Carpenter wanted to remind the Board and the public that some of the questions
- 106 being asked are none of the public's business. Mrs. Carpenter said there would be some
- 107 employees that would be highly offended by some of these questions. Mrs. Carpenter
- 108 said it isn't a free for all to ask personal information of employees.
- 109 • Mrs. Guarino asked specifically what she said that wasn't for the public.
- 110 • Mrs. Carpenter said how much he paid for his house.
- 111 • Mrs. Guarino said that is public knowledge.
- 112 • Mrs. Carpenter said it shouldn't be brought up at a public meeting. Mrs. Carpenter said
- 113 she didn't like the back and forth about the contract and said there is a reason that is done
- 114 in non-public.
- 115 • Mrs. Guarino said she didn't see where that was done in the minutes.
- 116 • Mrs. Carpenter said they are rectifying that with the minutes being approved.
- 117 • Mrs. Guarino said that Mrs. Carpenter is always talking out of turn and she told Mr. Bore
- 118 he is doing a good job. Mrs. Guarino said Mrs. Carpenter chimed in that she asked
- 119 questions that she had no right to ask.
- 120 • Mrs. Carpenter said she didn't, she stated to the Board and public what should be
- 121 requested in a public venue it was not directed at her directly it just gave a great reference
- 122 point. Mrs. Carpenter said chiming in isn't necessarily a thing because she is the
- 123 Assistant Town Administrator and Mr. Bore is a new Town Administrator. Mrs.
- 124 Carpenter said people bring information to these meetings to try to pinpoint where
- 125 employees are wrong.
- 126 • Mrs. Guarino said she didn't appreciate Mrs. Carpenter's comments.
- 127 • Bob Burton- Mr. Burton questioned if they were down an employee that the Highway
- 128 Department.
- 129 • Chairman McWhinnie said he was going to make an announcement under the Select
- 130 Board items.
- 131 • Mr. Burton asked if a plan for replacement was in place.
- 132 • Chairman McWhinnie said the plan is to mourn the loss of the employee right now.
- 133 Chairman McWhinnie said Scott from the Highway Department passed away and they
- 134 will take a moment of silence to remember him.
- 135 *A moment of silence was taken*
- 136 • Mr. Bore said they are already in contact with his wife to help facilitate things.
- 137 • Mr. Burton said with it being winter he wasn't sure if they already started looking for a
- 138 new employee.
- 139 • Chairman McWhinnie said they have not started at this time.
- 140 • Mr. Burton said at the last meeting he was here he spoke about the cooling off period
- 141 between the Select board and the Chief of Police. Mr. Burton said later on in the meeting
- 142 \$5,282 from the Police budget for the merit raises for the Chief and Sargent and moved

143 into the legal budget. Mr. Burton said this is stirring thing. Mr. Burton said this money
144 was put in here for merit raises.

- 145 ● Chairman McWhinnie said that the budget committee put the money in the budget in case
- 146 the Selectmen were to change their mind and give the merit raises.
- 147 ● Mr. Burton said they thought they were better than everyone else and took the money
- 148 away.
- 149 ● Chairman McWhinnie said he didn't say he was better.
- 150 ● Mr. Burton said of course he didn't say that, otherwise stuff will really hit the fan.
- 151 ● Mr. Burton said he asked a question two weeks ago and never got a response.
- 152 ● Chairman McWhinnie apologized and said he will listen to the minutes and find out what
- 153 it was he needed and get that information for him. Chairman McWhinnie said Mr. Burton
- 154 needs to not raise his voice and be condescending to anyone on this Board.
- 155 ● Mr. Burton apologized for raising his voice and questioned if it was condescending to
- 156 point out that the Chairman says one thing and does another.
- 157 ● Chairman McWhinnie said when there was an issue with cones in the road he came to the
- 158 Town office then down to the Highway Department when it could have been just dealt
- 159 with the Highway Department.
- 160 ● Mr. Burton said he went down to apologize to the Highway Department for throwing
- 161 them under the bus.
- 162 ● Mr. Burton said he believes things will be better in March.
- 163 ● Mr. Bore said the Town has filed a claim for the guardrails and they are waiting for the
- 164 Road Agent to give an official estimate and then it will be fixed.

165
166 Public Input ends at 6:45

167 Approval of Minutes

168 Selectmen Wilson was not present for the 12-28-2018 minutes so the Board tabled the 12-28-
169 2018 minutes.

170 **MOTION:** On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was
171 voted unanimously to approve the minutes of 01-14-19. (2-0 Voice Vote – Chairman
172 McWhinnie-yes, Selectman Wilson –yes)

173 New Business

- 174 ● Fire Chief Hempel presented a copy of the letter that was sent to the new working
- 175 student. Chairman McWhinnie said he hasn't heard of this program and hasn't seen
- 176 paperwork presented.
- 177 ● Chief Hempel said it has never been presented to the Board previously, but the program
- 178 has been in place for 35 years. Chief Hempel said students attend Lakes Region
- 179 Community College and live at the station and gain knowledge.
- 180 ● Selectman Wilson questioned if they were paid employees.
- 181 ● Chief Hempel said they are paid for call pay if they go on a call from 7:00pm to 7:00am.
- 182 Chief Hempel said they receive a great benefit having extra help.
- 183 ● Chairman McWhinnie questioned if they charge for the program?
- 184 ● Chief Hempel said they do not charge for students. When the program was started, they
- 185 built an addition to house the students and they did charge but once the mortgage for the
- 186 addition was paid off they stopped charging.
- 187 ● Selectman Wilson questioned if they have the students sign a contract so the Town can
- 188 retain them.
- 189
- 190

- Chief Hempel said it is a student program and when they are done, they move on and sometimes do get hired on by the Town.
- Chairman McWhinnie questioned how many students they have.
- Chief Hempel said they currently have 2 students.
- Mrs. Carpenter asked Chief Hempel if he usually gives the paperwork to HR and not to the Select board.
- Chief Hempel said that is correct, all paperwork is kept with HR. Chief Hempel said FT employees are brought to the Board for final approve.
- Chairman McWhinnie asked if there is an RSA that the Chief hires the call fire fighters.
- Chief Hempel said historically this is how it has been done to trust in the Fire Chief to hire candidates.
- Mr. Bore said typically an SB2 Town would vote on elected or appointed. Mr. Bore said the way the Fire Department exists now has been in place since the 90's and is only now an SB2 Town. Mr. Bore said there has never been a vote by the Town for the Organization of the Fire Department.
- Chief Hempel said that the Town appointed a Fire Chief back in 1989 and there is no longer an elected Fire Chief.
- Mrs. Carpenter said when researching RSA's sometimes they are put in place after what is currently being practiced. Mrs. Carpenter said they have to adopt RSA's.

Recess- 7:13 pm

Return- 7:20pm

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to open consent agenda (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson – yes).

Consent Agenda/Signature File

- PO: Hazardous household waste- \$3,580 **APPROVED**
- PO – JR Stockwell: \$7,869 **APPROVED**
- LaClair Electric: \$ 4,834 **APPROVED**
- CCS (Fire Dept): \$5,370 **APPROVED**
- Green Insurance Assoc.: \$5,663 **APPROVED**
- Pike Industries: \$ 3,265.90 **APPROVED**
- Appl. For Restoration of Involuntary Merged Lots 410-027 **APPROVED**
- Building inspector job description **APPROVED**

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to approve consent agenda (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson – yes).

Old Business

Roof

- Mr. Bore said that they have received 2 quotes for the roof and it is now leaking again.
- Chairman McWhinnie said someone quoted to replace the whole roof and someone stated only a part would need to be replaced.

- Mrs. Carpenter said they had fixed what they thought was the issue.
- Selectman Wilson said to make sure any quotes that come in have all the costs figured in.
- Mrs. Carpenter said Primex will fix the interior ceiling damage, but the roof needs to be repaired before.
- Chairman McWhinnie said the rubber roof needs to be fixed and the cupola.
- Mr. Burton said the cupola has been fixed in the last 10 years.
- Mrs. Carpenter said the roof under the cupola is what needs to be fixed.
- Mr. Wilson suggested getting another quote for the roof repair.
- Chairman McWhinnie said he could reach out to the person that quoted the whole roof replacement and see if they can quote a repair.
- Selectman Wilson also suggested reaching out to Jay Carnes Roofing in Hampton Falls.

Master Plan

- Selectman Wilson questioned if the Master Plan was approved.
- Mrs. Carpenter said she believes it was approved. Mrs. Carpenter said communication needs to be worked on between Boards. Mrs. Carpenter said she would like to see better communication this year.
- Chairman McWhinnie said when they received all the Planning Board emails that was helpful
- Selectman Wilson said he would like to see all the Department Heads forecast with 3- and 7-year plans what the Departments need.

Town Counsel

- Mr. Bore said the Board needs to decide how they would like to be billed by Town Counsel. Mr. Bore said the yearly retainer is \$33,000 or billed hourly at \$150 per hour. Mr. Bore said in 2018 1,160 hours were billed.
- Chairman McWhinnie said this is just for the everyday stuff.
- Mr. Bore said it is for the everyday plus a little more.
- Mr. Bore said this quote was much less than anyone else.

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Mr. Wilson, it was voted unanimously to have a retainer with DTC and Mr. Bore will check if they will pro-rate one month (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson – yes).

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

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

MOTION: On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted unanimously to come out of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –yes)

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

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

MOTION: On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted unanimously to come out of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –yes)

MOTION: On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted unanimously to seal the minutes of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –yes)

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

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

MOTION: On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted unanimously to come out of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –yes)

MOTION: On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted unanimously to seal the minutes of Non-Public Session. (2-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson –yes)

Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Wilson it was voted unanimously to adjourn at 8:37 p.m. (3-0).

Respectfully Submitted,

Danielle Bosco
Recording Clerk

Approved by the Board of Selectmen

Chairman Stephen P. McWhinnie

Selectman Michael J. Wilson

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}

BOS MINUTES 01-28-19- Amendments need as follows;

- 336 *Line 9- "am" needs to be changed to pm*
- 337 *Line 14- The word Selectman needs to be added in front of Marshall Bishop*
- 338 *Line 18- "am" needs to be changed to pm*
- 339 *Line 39- Correct spelling of Daigneault*
- 340 *Line 50- , added after assume*
- 341 *Line 215- : after the word MOTION*
- 342 *Line 229- : after the word MOTION*
- 343 *Line 249- Change the name to Jay*
- 344 *Line 258- change to 3- and 7- year*
- 345 *Line 273-306- Reflect the non-public motions correctly*
- 346 *Line 309- change time to 8:37p.m.*



SELECTMEN'S OFFICE

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ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

Joseph S Haaselt/Haaselt.com

John Mon. 28 Jan '19 6:10 pm

Mark Warren

Mark Warren 1/28/18

JOE HEMPEL

SS

Sandi Couano

Sandi Couano

Bob Burton

Bob Burton

Amy Brown

Amy Brown