



APPROVED ON 02-25-19

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

February 11, 2019

**6:09 pm.** – Gilmanton Academy

**Present:** Chairman Stephen McWhinnie, Selectman Michael Wilson, Town Administrator-Patrick Bore' & Assistant Town Administrator-Heather Carpenter

**Absent:** Selectman Bishop is absent for the start of the meeting but he will be arriving later. Also present please see attached sign in sheet.

**6:09pm** Chairman McWhinnie opened the meeting, took attendance of those present and voting (Chairman McWhinnie, Selectman Wilson and Selectman Bishop) and led the Pledge of Allegiance.

**Public Meeting- opened at 6:09 p.m.**

### **Public Input-**

Mr. Andrew Keefe-

Questioned the legality of the Gilmanton Winery conducting business in a residential zone.

Mr. Joseph Haas-

Questioned the school taxes; understands the tax to be unlawful and the billing of those taxes unconstitutional.

Mr. Haas discussed the RSA in regards to the Town Treasurer, he would like the Board members to know he is also running for the position of Town Treasurer in this upcoming election.

*6:22 p.m. Selectman Bishop arrives to the meeting*

**6:29 p.m. Chairman closes the public input session**

### **Minutes –**

The minutes of 01-28-19 have been tabled until the following meeting.

New website discussion- The first meeting is scheduled for 02-12-19, the meeting will focus on the design aspect of the new site.

The Department Heads have been asked to start getting their ideas together for their department pages.

The idea with the new website is to have greater ease for public use and have more documentation available for public viewing.

### **Consent Agenda/Signature File**

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to open the consent agenda (3-0).

- Clerk window screens quote: \$996.00
- Event Permit (Snowmen contest Corner Library)
- Brooks Signs: \$571.00

- 47 • NRRA membership: \$261.17
- 48 • Conservation re-appointments (2)- *Full member and Alternate member appointment-*
- 49 *Richard de Seve- full member and Susan Hale- de Seve*
- 50 • Tax Map Maintenance Annual contract: \$2,675 +\$15/building footprint
- 51 • Vacation approval for staff member

52 Town Administrator discusses the process currently set up between the Fire Dept. and the Town  
53 for the attire through the student program; Currently, the Town provides a number of attires to  
54 the call students, the Town pays 50% of the cost and the student pays 50%. The Fire Dept.  
55 purchases the attire and they get the money back from the student. The Fire Dept. has 100% of  
56 the cost in the budget which is an issue. The Town Administrator and the Fire Chief have agreed  
57 that the vendor will charge directly to the student 50% and then the other 50% to the Fire Dept.  
58 The other option is to have the student pay 100% upfront and send the reimbursement into the  
59 Town.

60 Chairman is concerned that the process isn't streamlined enough and is concerned where the  
61 50% payment is going currently.

62 The Town Administrator understands that it should be going into the General Fund but has not  
63 seen that in his time here.

64 The Chairman would like the Town Administrator to confirm where the money is going  
65 currently.

66  
67 **MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Wilson it was  
68 voted to approve the consent agenda. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman  
69 Wilson -yes, Selectman Bishop – yes).

#### 71 Old Business

72 *N/A- There was no old business discussed by the Board.*

#### 74 New Business

- 75 • School EMPG generator- The school is an emergency shelter within the town, they are  
76 applying for a grant for a new generator. In order for the school to proceed with the grant  
77 for the generator they are required to obtain an endorsement from the Town. The  
78 information given to the Board is just for their information at this point, the endorsement  
79 is not needed at this time.

- 81 • Transfer Station (3-phase power)

82 Town Administrator- The rough cost estimate given by New Hampshire Electric Co-op was  
83 between 250,000- \$350,000.00 per mile, the location we have to cover is just a little over a mile  
84 to the Transfer Station. There is the possibility of issues with ledge and easements for the project.  
85 This project could not be done this year because it wasn't budgeted but it is something we could  
86 look at next year. The purpose of three-phase is for the equipment at the Transfer Station.  
87 Selectmen discussed the possibilities of three phase and how it could positively affect the  
88 Transfer Station. This past month electricity cost from the Transfer Station is a little less than  
89 \$600.00.

90 Chairman McWhinnie was wondering if the Co-op would let the Town go and we could see if  
91 Public Service would take us and see what the cost through their service would be.

- 92
- 93 • Laconia Daily RTK update

The current request is approximately 1500 pages/ total cost would be \$750 for all the copies. Due to the issue of redaction, the Town Administrator has offered the reporter to come view the current pages and let us know which copies he wants.

The Board discussed the current issue of the Right to Know parameters, cost, redaction, the time it takes to fill the request and the process of intake for the request.

### **Select Board Items**

Selectman Wilson would like the office to look into the possibility of credit card ability at the Transfer Station. The Board is not opposed to it but would like the Dept. Head to look into the options that could be used. The Town Administrator will look into the possible options and bring it to the Board at a future meeting.

Selectman Bishop discusses the flow of traffic at the Transfer Station and the possibility of closing one of top entrances and opening an entrance/exit on the lower portion of the property.

Town Administrator asked the Board if they wanted to change any recommendations based on the outcome of the Deliberative Session.

The Board consensus, no changes to be made. The Board discussed the issues they saw at the Deliberative session, and the availability of monies through Warrant Articles vs the Operating Budget.

7:15 p.m. Chairman calls for a 10-minute recess

7:32 p.m. Chairman reconvenes meeting

*Member of the public asks to see the Assistant Town Administrator outside of the meeting to discuss a topic that is off the record.*

#### **(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). (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, 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. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, 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. (3-0 Voice Vote – Chairman McWhinnie-yes, Selectman Wilson -yes, Selectman Bishop – yes).

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

**Adjournment:** On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted unanimously to adjourn at 8:17 p.m. (3-0).

142 Respectfully Submitted,

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144 \_\_\_\_\_  
145 Heather Carpenter

146 Assistant Town Administrator

147 **Approved by the Board of Selectmen**

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149 \_\_\_\_\_  
150  
151 Chairman Stephen P. McWhinnie

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154 Selectman Marshall E. Bishop

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156 \_\_\_\_\_  
157 Selectman Michael J. Wilson

158 {Audio recordings are available at the Selectmen's Office and for free as a link on the Town website through  
159 SoundCloud}



## SELECTMEN'S OFFICE TOWN OF GILMANTON

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### ATTENDANCE SIGN-IN

#### PRINT NAME

#### SIGNATURE & DATE

Joseph Haas @ Hotmail.com

2.11.19

Joe Haas

ANDREW KEEFF

A. Keefe 2/11/19

Johnna McKenna

Johnna McKenna 2/11/19