



Board of Selectmen
Town of Gilmanton, New Hampshire

APPROVED

DRAFT NOTES

Meeting

October 07, 2019

Approximately- 6:03pm. – Gilmanton Academy

Present: Vice-Chairman Selectman Michael Wilson, Selectman Mark Warren, Town Administrator- Patrick Bore` and Assistant Town Administrator-Heather Carpenter

Absent with notice: Chairman Marshall Bishop

Also, present please see attached sign-in sheet.

Open Public Meeting

Vice-Chairman Wilson opened the meeting, took attendance of those present and voting (Vice-Chairman Wilson and Selectman Warren) and led the Pledge of Allegiance.

Disclaimer: The views and opinions expressed in the stated or attached statement read during public comment are those of the speaker/authors and do not reflect the opinion of the Town of Gilmanton. These minutes represent topics discussed and not a reflection of verbatim discussion.

(1) Non-Public Session per RSA 91-A:3, II (b)

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

Hire

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

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

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

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Personnel

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

Approval of Minutes:**Board Consensus:** Approve the minutes of 09-23-19. (2-0)**Consent Agenda:****MOTION:** On a motion by Vice Chairman Wilson and seconded by Selectman Warren it was voted to open the consent agenda. (3-0)

- Auditorium ceiling Primex reimbursement- Tabled recommended by the Town Administrator.
- DTC- Letter of engagement with PSNH due to the fact that they have added the 2018 fiscal year to the lawsuit with the Town.

MOTION: On a motion by Selectman Warren and seconded by Vice-Chairman Wilson it was voted to approve the engagement letter for the additional services for DTC on the matters of the utility pole lawsuit. (2-0)**Intent to cut:**

118-10

406-84

Timber Yield Tax:

413-096

Intent to Excavate:

417-13

MOTION: On a motion by Vice Chairman Wilson and seconded by Selectman Warren it was voted to close the consent agenda as amended. (2-0)**Parks & Recreation Session**

Update- Mr. Kordas has given his resignation.

The Park Attendant is wrapping up items at the park, gave Administration a tour as far as repairs and maintenance, this is her last season but has she agreed to stay on during the interim period while the Board decides how they want to reorganize the Department.

Selectman Wilson would like a copy of the list of repairs for budget season.

Selectman Warren- Parks and Rec. is currently in what form?

TA- For many years it has been run by volunteers via a Commission, the Town dissolved the Commission last year due to non-compliance. Currently, what exists is the Park and that's why we need to re-organize.

ATA-There is the thought process of putting the position under a Dept. Head and have that position be more extensively versed as far as maintenance/electrical and they could also be your attendant. There is a possibility of placing it under a re-organized Highway Dept. in the future.

Further discussion on the park being season based but the potential winter activity if repairs and maintenance have been done. The current activities are softball, baseball, t-ball, soccer, swimming lessons, and regular events. The park has the potential to be a viable resource to the community even more so then it already is but it depends on the direction the Board wants to take and what the Town wants it to become.

The outcome of discussion- The park, overall, is in pretty good shape; water levels are low and the concern is that they will continue to recede. Vice-Chairman Wilson would like to see if we have anyone currently that can fill in the gap in the interim period until we can get a department going. The administration will come up with some ideas for a solid direction moving forward.

Dodie Smithers- Parks and Rec./GYO; the history of the Park is in the annual reports, she is concerned with mandates and possible fees. We don't get a lot of things that we get for our tax dollars in this community the Town Offices, the School, the Dump, we don't get many other services. If we start charging for those things than we lose the sense of community and what the community is doing for the residence. We used to have trash pick-up at the
TA- The only fees we were discussing is the potential for a cleaning deposit because the place was trashed at the last Labor Day event.

Dodie Smithers- We used to have trash pick-up at the Park from Goodies.

ATA- We have had a change of service with Goodies due to a situation on his end and if he was still in operation, we would use the service. As far as the annual reports being used as a history of what happened throughout the year, it is a good way for the town to understand what's going on but when you have a commission it holds a greater weight on the budgetary side and spends more freely than even a department. So, when you state that is good enough history, it really isn't because you don't have the record of the Board/Commissions decision and how it came about. There would be member of the public that would not feel that was enough information if the Board of Selectmen used the annual report as their only record of what came about in the year. The budgetary end we had no idea how things came to fruition and it is great to know what they provided but the protocol for the Commission is not mandated by this office, it is law per RSA and what a Commission is and it is set by the State.

TA- Things have changed over time and it is not an insignificant budget anymore, roughly \$23,000.00 and there need to be basic controls over the way it is spent. The easy part is the trash pickup, what the town is going to have to figure out is needs to be offered to the community.

Further discussion on town contributions to GYO to sponsor sport so the kids could play.

Public Input: -

Opened public input at 7:15 p.m.

Dodie Smithers- I guess I already said it.

TA- I want to thank you for your comments this weekend about the fact that I have trimmed my trees.

Dodie Smither- You did say you trimmed your trees and that you are in support efforts on the road. I see you that you are putting in an effort as far as Currier Hill Rd and so forth.

TA- Aside from the 10-year plan the Town is currently waiting for an interim design from DOT that would be actionable, faster than this. We just want to have a specific design by them before we start talking to people about it.

Closed Public Input at 7:17/7:18 p.m.

Old Business:

- Budget Process-Monday, October 21st will begin the budget review. The administration will present its budget, along with the smaller budgets. Two out of three Selectmen confirmed. Solid background documentation is being requested to make the process easier for the presentation. Merit increases can be discussed at this presentation. Larger Departments with larger impacts will present to the Board in a one-day process
- Revaluation update- A total of 36 hearings, 6 changes came out of those hearings due to differences in the description of the property. Overall there has been a 14%-16%

increase to properties, the revaluations are done every five years and, in the time, frame the real estate market can vary. The fact that values are going up is a healthy sign for the community.

- Academy Building roof/cupola- Tabled. The Town Administrator notices the Board that there may need to be a meeting next week for the Board to accept and expend unanticipated monies.
- IT Managed Services RFP-Five companies responded to the RFP, the Town Administrator did the analysis, our current supplier has the best software but the second which is pretty close has an offer that is more cost-competitive. Back Bay is going to be invited to come make a presentation to Administration and look at our current operations.
- Pay Scale Policy-Tabled

New Business:

- COLA-Tabled; Rates & data should be available by the time budget discussion starts.

Select Board Items:

Selectman Warren- Request for reconsideration of performance evaluation.

Important to pick one significant project to take charge on, based on the desires expressed by the residences, I would like to offer that the roads as a potential project.

TA- The roads discussion will be linked to the budget process and should be a two-hour discussion.

Other potential items for projects are the following;

- Parks/GYO
- Town Buildings
- Transfer Station

Flag Pole- The flag pole has been checked out by the Town electrician and it was repaired and in working order, however, the line had been tripped. So, the concern is still the amperage. Further discussion on the backside building outlets and the potential to upgrade and utilize those in the future.

Further Road Assessment through LRPC, Selectmen Wilson would like to hire them for a road assessment to get a solid plan in place.

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

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Adjournment: On a Motion by Vice-Chairman Wilson and seconded by Selectman Warren it was voted unanimously to adjourn at 9:50 p.m. (3-0).

Respectfully Submitted,


Heather Carpenter
Assistant Town Administrator

Approved by the Board of Selectmen


Chairman Marshall E. Bishop


Selectman Michael J. Wilson


Selectman Mark E. Warren

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



**SELECTMEN'S OFFICE
TOWN OF GILMANTON**

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APPROVED

ATTENDANCE SIGN-IN

PRINT NAME

SIGNATURE & DATE

10-07-19

DODIE SOUTHER

CHIEF M. CORRE

