



## APPROVED

### Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

November 30, 2020

#### **Open Public Meeting**

Meeting was open to public attendance in the auditorium of the Academy Building. Meeting was also live Streamed on the Town Facebook page.

**Present:** Chairman Mark Warren, Vice-Chairman Vincent Baiocchi and Town Administrator Boré (Gilmanton Academy building – Auditorium). Chief Hempel is in attendance.

Selectman Collins was delayed with prior notice and will join the Meeting later.

#### **Call to Order – 5:04 p.m. Chairman Warren**

Chairman Warren opens the meeting and leads the Pledge of Allegiance.

The Board invites Chief Hempel, Local Health Officer, to talk about Governor Sununu's recently issued face covering Emergency order 74 and implications for the Town of Gilmanton.

Chief Hempel talks about the COVID-19 situation in Gilmanton. Like the rest of the State and country, the town is seeing an increase in cases, but nothing alarming and the situation is under control. Chief Hempel mentions that the Emergency Order requires wearing a face mask in situations where social distancing can not be adhered to, whether inside or outside. His opinion is that in most cases for Gilmanton, social distancing can be complied with and in the very few instances where it would be difficult to comply with social distancing, the Town already has measures in place, such as asking residents to wear masks when visiting Town Hall in the Hallway and other common areas.

The Board discusses the need to come up with clear guidelines for face covering for public meetings in the auditorium.

The Board asks Chief Hempel to draft recommendations in terms of an attendants' threshold over which everybody would be required to wear a mask during a public meeting in the auditorium. Attendants would be required otherwise to wear a mask while moving around and could be removing it when staying seated.

T.A. Boré mentions that some residents will still not be comfortable attending in person and that the various public bodies should ensure a remote option is made available so that public input is protected.

#### **• PUBLIC MEETING MINUTES APPROVAL**

**MOTION** On a motion by Chairman Warren and seconded by Vice-Chairman Baiocchi, it was unanimously voted to approve the minutes from the B.O.S. meetings of 11-16-2020 (2-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchi-yes).

43 • **NEW BUSINESS**

44  
45 Mr. Stephen Bedard, from Bedard Preservation & restoration, LLC has joined in the audience and  
46 is invited to present in from of the Board.

47 Mr Bedard who together with Mr. John Dickey, conducted the Old Town Hall (OTH) Condition  
48 Assessment and led the process for applying for an LCHIP Grant for the OTH Restoration project,  
49 talks about the recent decision by LCHIP to deny the Grant funding this year. The Town is however  
50 asked to apply again next year and Mr Bedard hopes and recommends that the Board of Selectmen  
51 will present a similar Warrant Article for the project as part of the 2021 Town Warrant.

52 His recommendation to the Board is to seek to appropriate \$170,000 for the project next year and  
53 for the Article not to lapse until end of 2023. He also recommends that the Board not include a  
54 second article for the disposition of the OTH in the event the Restoration Project Article is voted  
55 down.

56 Mr. Bedard then presents to the Board a check for \$9,900 as a donation to the Town for the purpose  
57 of funding the addition of storm windows on second and third floors at OTH in an attempt to help  
58 protect the original windows and the envelope of the OTH. His hope is that the Board will match  
59 that donation in the Operating Budget under Government Buildings to provide repair and  
60 maintenance to the OTH while the grant application proceeds.

61  
62 **MOTION** On a motion by Vice-Chairman Vincent Baiocchetti and seconded by Chairman  
63 Warren, it was unanimously voted to accept the donation from Bedard Preservation & restoration,  
64 LLC in the amount of \$9,900 and to use the donation to fund the addition of storm windows to  
65 OTH (2-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchetti-yes).

66  
67 Selectman Collins joins the Board at 5:56.

68  
69 The Board then discusses whether to add \$10,000 to the Operating Budget or to present a Warrant  
70 Article for the OTH Restoration Project for an amount of \$180,000.

71  
72 General Board consensus to add \$10,000 to line 4194-930 for OTH repair & maintenance as a  
73 match to the Bedard's donation.

74  
75 A.T.A. Carpenter has joined the meeting.

76  
77 • **CONSENT AGENDA**

78  
79 Chairman Warren opens the Consent Agenda.

80  
81 • **Acknowledgment & acceptance of GOFERR 4<sup>th</sup> Reimbursement: \$26,788.10**

82  
83 T.A. Boré presents to the Board the 4<sup>th</sup> and final reimbursement under the GOFERR Agreement  
84 in the amount of \$26,788.10, as requested. The Town has taken full benefit of its maximum eligible  
85 amount of \$89,634.

86 T.A. Boré indicates that there has been no mention of any additional funding for further  
87 reimbursement at this point.

88  
89 **MOTION** On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins, it was  
90 voted unanimously to acknowledge and accept the fourth and final reimbursement of of \$26,788.10

under the GOFERR Grant Agreement, and to have the funds deposited in the General Fund (3-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchi-yes, Selectman Collins- yes).

- **Wolcott Construction excess tonnage Middle Rte P.O.: \$12,375.19 (Highway)**

T.A. Boré presents to the Board a P.O. for \$12,375.19 submitted by the Road Agent related to Wolcott Construction excess tonnage for paving 2 miles on Middle Rte. The Board at their November 16 Meeting had approved an initial P.O. in the amount of \$206,855.59.

Vice-Chairman Vincent Baiocchi asks why this excess tonnage could not have been presented to the Board for approval before the fact.

The Board agrees to sign the P.O. but requests that the Road Agent come in front of the Board to explain what happened here and discuss process going forward.

- **FY 2020 HealthTrust Surplus Return of Surplus: \$13,813.60**

T.A. Boré presents to the Board a check from HealthTrust in the amount of \$13,813.60 corresponding to HealthTrust surplus return for the FY 2020. Part of this amount, \$4,885.43, will be refunded on a prorate basis to the HealthTrust members based on their respective contribution.

**MOTION** On a motion by Chairman Warren and seconded by Vice-Chairman Baiocchi, it was voted unanimously to acknowledge and accept HealthTrust in the amount of \$13,813.60 corresponding to HealthTrust surplus return for the FY 2020, with \$4,885.43 to be refunded to HealthTrust members (3-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchi-yes, Selectman Collins- yes).

- **MB Tractor P.O. \$2,816 (Transfer Station) – NOT POSTED ON AGENDA**

T.A. Boré presents to the Board a P.O. for \$2,816 with MB Tractor submitted by the Transfer Station Manager. This is to purchase a new set of 4 tires for the skid steer. While the P.O. amount falls within T.A. Boré's approval authority, the amount will overspend the budget line 660 and the Board needs to approve the overspend.

**MOTION** On a motion by Vice-Chairman Baiocchi and seconded by Selectman Collins, it was voted unanimously to authorize the Transfer Station Manager to purchase a new set of 4 tires for the skid steer for \$2,816 and to overspend his budget line 4324-660 (3-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchi-yes, Selectman Collins- yes).

**MOTION** On a motion by Vice-Chairman Baiocchi and seconded by Selectman Collins, it was voted unanimously to approve the Consent Agenda as amended. Amendment pertains to the addition of the MB Tractor P.O. (3-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchi-yes, Selectman Collins- yes).

- **OLD BUSINESS**

A.T.A. Carpenter confirms that the Plumbing work at Academy Building as discussed at the Board's previous meeting has been contracted with Rowells.

139 • **2021 BUDGET Discussion**

140  
141 T.A. Boré presents to the Board a new set of Budget Worksheets which have been populated with  
142 payroll & benefits estimated budget lines assuming an across-the staff (no officials/elected other  
143 than TCTX and Road Agent) 4% combined increase (COLA+Merit) and assuming the Board will  
144 accept other numbers are recommended by the respective Department Heads. Overall, this would  
145 result in a total Operating Budget of \$4,140,044 to be compared with \$4,266,891 voted in 2020, a  
146 decrease of \$126,846 (-3%).

147 General Board consensus to go ahead with these numbers and explain the rationale for the 4%  
148 combined pay increase across the staff to the Budget Committee.

149 T.A. Boré presents to the Board a new Warrant Articles draft and discusses some changes  
150 compared to the previous version:

151 - \$5,000 deposit to the Cemetery Maintenance & Improvements ETF to help fund dealing with  
152 dying trees at Beech Grove Cemetery

153 - establishing new Vehicles Repair & Maintenance ETF for the Highway and Transfer Station  
154 depts as we have them for Police and Fire.

155 - Raising and appropriating \$12,000 for refurbishing the baler at the Transfer Station with the  
156 appropriation to be 100% funded by the existing Recycling Equipment CRF.

157  
158 The Board discusses again presenting an article to expend the BOS membership to 5. Vice-  
159 Chairman Baiocchetti asks Chairman Warren what the benefits would be. Chairman Warren  
160 believes it would help limit “sways” between boards, build continuity and offer for a better  
161 representation of the community. Vice-Chairman Baiocchetti and Selectman Collins are both  
162 concerned that it has been tried before and failed to pass. They are also concerned that 2 selectmen  
163 could then have separate discussions, which is not possible under the current 3-member situation,  
164 and just would need to convince one more vote.

165  
166 Vice-Chairman Baiocchetti asks T.A. Boré if the Selectmen’s Office could come up with financial  
167 impact of the new Exemption rules so that it can be shared with the Budget Committee.

168 AFTER-MEETING NOTE: with the application of the rules voted in 2020, the Total Assessment  
169 Valuation used in the 2020 Tax Rate calculation was \$544, 678,795. If the rules had remained the  
170 same, and assuming no new exemptions were applied for, that number would have been  
171 \$547,503,058 (Total elderly exemption in 2019 was \$2, 016, 300 versus \$4,840,563 in 2020). With  
172 this adjusted valuation, the 2020 tax rate would have been \$23.05 instead of \$23.20, so a \$0.15  
173 impact.

174  
175 • **PUBLIC INPUT**

176  
177 It is 7:15 PM and Chairman Warren opens the Public Input session.

178 As nobody is in attendance, T.A. Boré is asked to check if there are any public comments/questions  
179 on the Facebook Live Stream.

180 Mr. Bill Schmidlin has the following question:

181 “Are town hall employees required to wear a mask while at work behind the plastic shield and  
182 serving customers who are required to wear a mask?”

183 Chairman Warren refers to the initial discussion the Board had tonight re Emergency Order 74 and  
184 its implementation in the Building. T.A. Boré confirms that residents are asked to wear mask in  
185 the hallway because social distancing is more difficult to maintain due to the space restriction.

186 Within the TCTX Office and Selectmen’s Office, the current configurations allow for proper social



187 distancing and with the counter windows employees do not need to wear a mask. They do however  
188 when meeting with residents outside the office spaces.

189  
190 Heather Carpenter, as a resident, provides her thoughts on the previous Board's discussion with  
191 respect to expanding the BOS membership to 5. It is her opinion that it would help in better  
192 representing the diversity of the community in Board's.

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194 No other public input. Chairman Warren closes the Public Input Session at 7:24 PM.

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196 • **NEW BUSINESS (cont.)**

197  
198 T.A. Boré informs the Board that DRA has calculated the 2020 Tax Rate at \$23.20 for Gilmanton.  
199 This is to be compared to \$22.79 for 2019, an increase of \$0.41 (+1.8%). The Tax rate split details  
200 are:

- 201 - Municipal = \$5.61 versus \$5.58 in 2019 (+\$0.03, +0.03%)  
202 - School = \$14.64 versus \$14.22 in 2019 (+\$0.42, +2.95%)  
203 - State Education = \$1.82 versus \$1.85 in 2019 (-\$0.03)  
204 - County = \$1.13 versus \$1.14 (-\$0.01)

205  
206 T.A. Boré presents the corresponding Tax Collector's Warrant to authorize the collection of  
207 \$6,438,760.00 by January 4<sup>th</sup>, 2021. The Board approves and executes the Tax Warrant.

208  
209 • **SELECTBOARD ITEMS**

210  
211 Vice-Chairman Baiocchetti reads a draft letter he prepared to congratulate Lt Cunningham on  
212 behalf of the Board for his recent certification as Nationally Registered paramedic.  
213 The Board approves and executes the letter (See Attached).

214  
215 A.T.A. Carpenter leaves the auditorium.

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217  
218 • **NON-PUBLIC SESSION RSA 91-A:3, II (e) Ongoing Litigation**

219  
220 **MOTION** On a motion by Vice-Chairman Baiocchetti and seconded by Selectman Collins, it was  
221 unanimously voted to go into a Non-Public Session RSA 91-A:3, II (e) Ongoing Litigation. (3-0  
222 Voice Vote, Vice-Chairman Baiocchetti-yes, Chairman Warren-yes, Selectman Collins - yes).

223  
224 The session was to discussed the recently reached Settlement Agreement with Chief Currier.

225  
226 **MOTION** On a motion by Chairman Warren and seconded by Vice-Chairman Baiocchetti, it was  
227 unanimously voted to get out of Non-Public Session RSA 91-A:3, II(a) Personnel Matters. (3-0  
228 Voice Vote, Vice-Chairman Baiocchetti-yes, Chairman Warren-yes, Selectman Collins - yes).

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230 **MOTION** On a motion by Vice-Chairman Baiocchetti and seconded by Chairman Warren, it was  
231 unanimously voted to unseal minutes pertaining to the Settlement Agreement with Chief Currier  
232 effective December 1, 2020.

The Board executes a P.O. for the payment of \$40,000 to Chief Currier as part of the reached Settlement Agreement. The payment will be funded under the Legal budget line.

- **NON-PUBLIC SESSION RSA 91-A:3, II (b) Hiring**

**MOTION** On a motion by Chairman Warren and seconded by Vice-Chairman Baiocchi, it was unanimously voted to get into a Non-Public Session RSA 91-A:3, II(b) Hiring. (3-0 Voice Vote, Vice-Chairman Baiocchi-yes, Chairman Warren-yes, Selectman Collins - yes).

The session was to approve and execute the Conditional Letter of Employment for Dylan Beaulieu, a new Equipment Operator.

**MOTION** On a motion by Chairman Warren and seconded by Selectman Collins, it was unanimously voted to get out of Non-Public Session RSA 91-A:3, II(b) Hiring. (3-0 Voice Vote, Vice-Chairman Baiocchi-yes, Chairman Warren-yes, Selectman Collins - yes).

This is T.A. Boré's last official Board meeting. He thanks the Board of Selectmen and wishes them and the community of Gilmanton all the best.

T.A. Boré leaves the auditorium.

- **NON-PUBLIC SESSION RSA 91-A:3, II (b) Hiring**

**MOTION** On a motion by Chairman Warren and seconded by Selectman Collins, it was unanimously voted to get into a Non-Public Session RSA 91-A:3, II(b) Hiring. (3-0 Voice Vote, Vice-Chairman Baiocchi-yes, Chairman Warren-yes, Selectman Collins - yes).

This session was to review/discuss the Town Administrator's replacement search.

**MOTION** On a motion by Chairman Warren and seconded by Vice-Chairman Baiocchi, it was unanimously voted to get out of Non-Public Session RSA 91-A:3, II(b) Hiring. (3-0 Voice Vote, Vice-Chairman Baiocchi-yes, Chairman Warren-yes, Selectman Collins - yes).

**Adjourn 8:23 PM**

**MOTION** On a motion by Chairman Warren and seconded by Selectman Collins, it was unanimously voted to adjourn the Public Meeting (3-0 Voice Vote, Chairman Warren-yes, Vice-Chairman Baiocchi-yes, Selectman Collins - yes).

Respectfully Submitted,


Town Administrator, Patrick Boré  
Recording Secretary

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**Approved by the Board of Selectmen**

  
Chairman Mark E Warren

  
Vice-Chairman Vincent A Baiocchetti

  
Selectman Evan J Collins