



APPROVED

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

June 3, 2014

**6:00 pm.** – Gilmanton Academy

**Present:** Chairman Currier, Selectman Donald Guarino, Selectman Stephen McCormack and Town Administrator Arthur Capello, Administrative Assistant Stephanie Fogg. Also present FF Christopher Griffin, Road Agent Paul Perkins, Scott Gagne, Police Chief Joseph M. Collins, Town Clerk/Tax Collector Debra Cornett and Joseph Haas.

**6:00 pm** Chairman Currier opened the meeting, took attendance of those present and voting and led the Pledge of Allegiance.

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

**MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 6:02 pm. (3-0 Voice Vote – Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Currier, Selectmen Guarino and McCormack. Town Administrator Arthur Capello, Administrative Assistant Stephanie Fogg and FF Griffin.

The Selectmen listened to FF Griffin as part of an exit interview.

**MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it was voted unanimously to come out of Non-Public Session at 6:15 pm. (3-0 Voice Vote – Chairman Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

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

**Police Department/Traffic Control Policy** - Police Chief Collins informed the Selectmen that as there are more road projects, paving, road race etc. happening in Town, there is a need for traffic details for safety. If the company doing the work has traffic control with them, the Police Department just wants to be sure that the cover (amount of flaggers etc.) is adequate. Selectman Guarino said, you will make sure their plan is acceptable. Chief Collins said yes. The Police Department will notify those businesses that are most likely to use the road ways ie. Pike, PSNH, Coop, Asplundh, and let them know to contact the Gilmanton Police Department before work will be done.

1 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was  
2 voted unanimously to accept the new Police Detail Policy at 6:25 pm. (3-0 Voice Vote –  
3 Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).

4  
5 See attached Police Detail Policy.

6  
7 **Cruiser Cameras Update** – Chief Collins said the cruiser cameras are in, they are still waiting  
8 on the laptops.

9  
10 **Complaints** - Chief Collins has had complaints regarding the speed on Ridgewood. It is  
11 currently posted with 35 mph. Chief Collins recommends new signs posting 25 mph.

12  
13 Selectman Currier asked about Oakcrest as well. Ridgewood, Beechwood and Oakcrest were all  
14 discussed.

15  
16 By consensus the Board of Selectmen accepted the recommendation of Chief Collins to reduce  
17 the speed from 35 mph to 25 mph on Oakcrest, Ridgewood and Beechwood roads.

18  
19 Chief Collins will pick up the signs at the sign shop. Selectman Currier said that the HDC needs  
20 a sign made too. Selectman Currier will get the information to Chief Collins.

21  
22 Chief Collins stated that our new officer Maxwell Hodgdon is doing well.

23  
24  
25 **(B)Non-Public Session per RSA 91-A:3, II (b) & (c):**

26 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was  
27 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (b) & (c) at 6:34 pm. (3-0  
28 Voice Vote – Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).

29  
30 The meeting room was closed to the public. Present during the Non-Public Session were  
31 Chairman Currier, Selectmen Guarino and McCormack. Town Administrator Arthur Capello,  
32 Administrative Assistant Stephanie Fogg, and Town Clerk/Tax Collector Debra Cornett.

33  
34 Debra Cornett said she is losing her part-time help, Kristyn Fischev will be leaving at the end of  
35 June 2014.

36  
37 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it was voted  
38 unanimously to seal the minutes of the Non-Public Session at 6:50. (3-0 Voice Vote – Chairman  
39 Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

40  
41 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was  
42 voted unanimously to come out of Non-Public Session at 6:52 pm. (3-0 Voice Vote – Chairman  
43 Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

44  
45 The meeting room was opened to the public. The Board noted the Non-Public Session minutes  
46 were sealed.

1 **Highway Department** - The Selectmen discussed the days worked on the Highway  
2 Department, regarding the 4 - 10 hour day schedule and due to the overage with the difficult  
3 winter this year. The Selectmen discussed changing over to 5 – 8 hour days again to protect the  
4 overtime budget.

5  
6 Chairman Currier and Selectman McCormack would like to see some type of work plan/matrix  
7 for the roads in Town. Chairman Currier also mentioned leaving equipment near the site for next  
8 days work so time and equipment are better used.

9  
10 The discussion will be continued at the next Selectmen's Meeting on June 17, 2014.

11  
12 **7:00 pm Public Input** – Chairman Currier opened the Public-Input.

13  
14 **7:05 pm** Chairman Currier left temporarily, to meet with the Historic District Commission.

15  
16 **Tax Abatement and “Unconstitutional Tax”** - Mr. Joseph Haas came before the Selectmen  
17 requesting in -put on an e-mail he sent to The Honorable Colin Van Ostern, Executive Council  
18 Office, State of New Hampshire. Mr. Haas would like Mr. Van Ostern to respond to his e-mail  
19 regarding taxation. He also spoke of the Tax Warrant and that it is unconstitutional to tax his  
20 property as they do. The Selectmen suggested that he contest this with the legislature or the  
21 State Supreme Court.

22  
23 **7:30 pm Vice Chairman Guarino closed Public-Input.**

24  
25 **Paving Bids** – There were three bids submitted for paving.

26  
27 Pike Industries – Hot Bituminous Pavement Machine Method at \$76.00/ton  
28 Wolcott Construction - Hot Bituminous Pavement Machine Method at \$67.00/ton  
29 Brox Industries – Hot Mix Machine Method at \$75.00/ton

30  
31 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack, it was  
32 voted unanimously to award the bid to Wolcott Construction for paving at 7:32 pm. (2-0 Voice  
33 Vote – Selectman Guarino – yes, Selectman McCormack – yes).

34  
35 **General Business -**

36  
37 **Transfer Station** – Arthur Capello asked the Selectmen about bringing the computer back to the  
38 Transfer Station. (to be continued later in the evening)

39  
40 **Auctioneer** – Arthur Capello asked for the Selectmen to authorize him to sign the Quit Claim  
41 Deeds on the day of the auction.

42  
43 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was  
44 voted to authorize Arthur Capello to sign the Quit Claim Deeds on the day of the auction. (2-0  
45 yes, Selectman Guarino – yes, Selectman McCormack – yes).

**Outstanding RFPs -**

Air Flow System at the Highway Garage  
Roll Off for the Transfer Station  
Municipal Solid Waste  
Repairs to the Stairway/Fire Escape  
Sand Bids  
Plowing Contracts were sent out as well.

Paul Perkins, Road Agent said that he would like a letter requesting a sand bid to go out to ADM Logging, as Mr. Morse asked about the bids. Arthur Capello will put a bid request in the mail to Mr. Morse.

**Trustees of the Trust Funds** – Arthur Capello brought forward a request for appointment to the Trustees of the Trust Funds for Robert Richards as a new Trustee of the Trust Funds to replace a vacancy on the Board.

**MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to appoint Robert Richards as a Trustee of the Trust Funds until March 17, 2017, vote taken at 7:45 pm (2-0 Voice Vote – Selectman Guarino – yes, Selectman McCormack – yes).

**Approval of Meeting Minutes** - The Selectmen (Guarino and McCormack) reviewed the Non-Public Minutes of May 6, 2014 and May 14, 2014.

**MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the Non-Public Minutes of May 6, 2014 and May 14, 2014 at 7:52 pm. (2-0, Selectman Guarino – yes, Selectman McCormack – yes).

Chairman Currier rejoined the meeting.

**MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the Meeting Minutes of May 20, 2014 as amended at 7:54 pm. (3-0), Chairman Currier - yes, Selectman Guarino – yes, Selectman McCormack – yes).

**Computer Policy** - The Selectmen discussed having a computer policy for the Town computers. Employees would sign the policy and have to abide by it. The Selectmen will revisit the idea of a Computer Policy for the Town.

**8:26 pm Transfer Station** continued..... - After more discussion by consensus the Selectmen decided no computer at the Transfer Station at this time.

**Roads** – Chairman Currier brought up a road situation on Meadow Pond Road that has been discussed before.

The Selectmen discussed the culvert/driveway issue. The culvert was there before the house was built. Chairman Currier said the owner will have to sign a drainage easement. Arthur Capello will notify the owner and speak with the Road Agent and the Chairman of the Roads Committee.

1 The Roads Committee will meet with the Board of Selectmen at the next Selectmen's meeting.  
2 Chairman Currier said we need to be proactive about the roads, not reactive.

3  
4 Selectman Guarino said he would like to utilize the Roads Committee to look at a maintenance  
5 plan with the Road Agent. Selectman Guarino said an initial meeting will help to create a  
6 maintenance plan that can be reviewed periodically with the Road Agent and the Roads  
7 Committee.

8  
9 There was a suggestion made regarding the use of the sweeper and the possibility of contracting  
10 the sweeping out next year.

11  
12 **(C)Non-Public Session per RSA 91-A:3, II (e):**

13 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was  
14 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (e) at 9:05pm. (3-0 Voice  
15 Vote – Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).

16  
17 The meeting room was closed to the public. Present during the Non-Public Session were  
18 Chairman Currier, Selectmen Guarino and McCormack. Town Administrator Arthur Capello,  
19 Administrative Assistant Stephanie Fogg.

20  
21 The Selectmen discussed a memo from George Hildum, Tax Assessor regarding an appeal.

22  
23 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it was voted  
24 unanimously to seal the minutes (until the case is heard) of the Non-Public Session at 9:14 pm.  
25 (3-0 Voice Vote – Chairman Currier -yes, Selectman Guarino – yes, Selectman McCormack –  
26 yes).

27  
28 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was  
29 voted unanimously to come out of Non-Public Session at 9:15 pm. (3-0 Voice Vote – Chairman  
30 Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

31  
32 The meeting room was opened to the public. The Board noted the Non-Public Session minutes  
33 were sealed.

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35 **(D)Non-Public Session per RSA 91-A:3, II (c):**

36 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was  
37 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 9:16 pm. (3-0 Voice  
38 Vote – Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).

39  
40 The meeting room was closed to the public. Present during the Non-Public Session were  
41 Chairman Currier, Selectmen Guarino and McCormack. Town Administrator Arthur Capello,  
42 Administrative Assistant Stephanie Fogg.

43  
44 The Selectmen discussed an employee evaluation from the Selectmen's Office.

45  
46 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it was voted  
47 unanimously to seal the minutes of the Non-Public Session at 9:40 pm. (3-0 Voice Vote –  
48 Chairman Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

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2 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was  
3 voted unanimously to come out of Non-Public Session at 9:41 pm. (3-0 Voice Vote – Chairman  
4 Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

5  
6 The meeting room was opened to the public. The Board noted the Non-Public Session minutes  
7 were sealed.  
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10 **(E)Non-Public Session per RSA 91-A:3, II (c):**

11 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was  
12 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 9:41 pm. (3-0 Voice  
13 Vote – Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).  
14

15 The meeting room was closed to the public. Present during the Non-Public Session were  
16 Chairman Currier, Selectmen Guarino and McCormack. Town Administrator Arthur Capello,  
17 Administrative Assistant Stephanie Fogg.  
18

19 The Selectmen discussed an employee evaluation from the Selectmen’s Office.  
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21 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it was voted  
22 unanimously to seal the minutes of the Non-Public Session at 9:45 pm. (3-0 Voice Vote –  
23 Chairman Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).  
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25 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was  
26 voted unanimously to come out of Non-Public Session at 9:46 pm. (3-0 Voice Vote – Chairman  
27 Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).  
28

29 The meeting room was opened to the public. The Board noted the Non-Public Session minutes  
30 were sealed.  
31

32 **(F)Non-Public Session per RSA 91-A:3, II (c):**

33 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was  
34 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 9:46 pm. (3-0 Voice  
35 Vote – Chairman Currier-yes, Selectman Guarino– yes, Selectman McCormack– yes).  
36

37 The meeting room was closed to the public. Present during the Non-Public Session were  
38 Chairman Currier, Selectmen Guarino and McCormack. Town Administrator Arthur Capello,  
39 Administrative Assistant Stephanie Fogg.  
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41 The Selectmen discussed hiring criteria for Town employees.  
42

43 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it was voted  
44 unanimously to seal the minutes of the Non-Public Session at 10:00 pm. (3-0 Voice Vote –  
45 Chairman Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).  
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1 **MOTION:** On a Motion by Selectman Guarino and seconded by Selectman McCormack it was  
2 voted unanimously to come out of Non-Public Session at 10:01 pm. (3-0 Voice Vote – Chairman  
3 Currier -yes, Selectman Guarino – yes, Selectman McCormack – yes).

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5 The meeting room was opened to the public. The Board noted the Non-Public Session minutes  
6 were sealed.  
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10  
11 Adjournment: On a motion by Selectmen Guarino, seconded by Selectman McCormack it was  
12 voted unanimously to adjourn at 10:02 pm. (3-0)  
13

14 Respectfully Submitted,  
15  
16

17 \_\_\_\_\_  
18 Stephanie S. Fogg  
19 Administrative Assistant  
20  
21

22 **Approved by the Board of Selectmen**  
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24 \_\_\_\_\_  
25 Chairman Brett A. Currier  
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28 \_\_\_\_\_  
29 Selectman Donald J. Guarino  
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Selectman Stephen J. McCormack