



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

August 19, 2014

6:00 pm. – Gilmanton Academy

Present: Vice Chairman Donald Guarino, Selectman Stephen McCormack, Town Administrator Arthur Capello, and Administrative Assistant Stephanie Fogg.

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

Zoning Board of Adjustment –

Vicki Fournier brought forward a letter to the Selectmen indicating her interest in an appointment to the ZBA. Annette Andreozzi, ZBA Administrator also sent a request for the Board to appoint Ms. Fournier as an Alternate to the Board. Selectman Guarino suggested that the Board wait until Chairman Currier was available to vote on the appointment. Ms. Fournier did say that there was a ZBA training in September that she would like to attend if appointed.

The Board will re-address the request at the next meeting.

Auctioned Property – Arthur Capello said that the remaining properties not closed within the next week may lose their deposits.

MS5 Report – Arthur Capello asked the Selectmen to sign the MS5 Report, for the final audit.

Budget Committee – Brian Forst, Budget Committee Chairman, met with the Selectmen regarding upcoming Budget Season Schedule and the budget process for the Town. Arthur Capello said that the Selectmen have proposed joint meetings (Selectmen and Budget Committee) for budget presentations from the Department Heads to save time and for consistency. The Department Heads will present, questions will be asked and then the Selectmen and Budget Committees will meet separately to discuss their recommendations. Chairman Forst said he does not want the Budget Committee to micromanage the Department Heads through the budget. Chairman Forst also said that typically there is no fine tuning until the first of the year, because the Budget Committee would like accurate numbers from the past year.

Preliminary dates for the upcoming joint meetings are October 28th, November 11th and November 25th, December 9th, and December 16th or the 23rd to start. Chairman Forst will have Annette send an e-mail to check with the other Budget Committee members regarding the joint meetings and potential meeting dates.

1 **Town Administrator's Report –**

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3 **Thank You -** Arthur Capello said he would like to thank Kristyn Fischev publicly for checking
4 on the flowers at the Academy Building that she had planted for the Town earlier in the year.

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6 **Police Department –** Arthur Capello gave the Selectmen an evaluation to sign for one of the
7 Patrolmen.

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9 **Event Application –** the Selectmen will review the new Event Application that Arthur presented
10 at a later date.

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12 **7:02 pm Vice Chairman Guarino Opened Public-Input**

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14 **General Business –**

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16 **Safety Building Parking Lot –** Selectman McCormack has sent a message to the District III
17 Engineer, waiting to hear back from him. Selectman McCormack will try one more time.

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19 **Transfer Station –** Matt Abraham, Transfer Station Attendant, told Selectman Guarino that they
20 have received the new container. Mr. Abraham felt the container should be lettered, so it will not
21 be mixed with the other containers. Selectman Guarino will call Dan Adel to have the container
22 painted/lettered with Gilmanton on the side.

23
24 Ed Lang, Transfer Station Department Head, is making arrangements to get new hammers for the
25 glass crusher.

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27 **Metrocast Agreement –** Selectman Guarino said they will discuss the Metrocast Agreement
28 with a full Board at a later date.

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30 **Non-Public Session –** Arthur Capello asked to post-pone the non-public session until there is a
31 full Board.

32
33 **State Fill Stations for Gas and Diesel -** Arthur Capello said everyone will be on board with
34 the gas and diesel pumps next week. He has received the cards and will disperse then to the
35 Department Heads, Fire Department, Police Department and the Highway Department. There
36 are State Fill Stations at the Alton DOT Shed and in Belmont. The Town has received a list of
37 current State Fill Station locations with the cards.

38
39 **Corner Library -** The Selectmen received a letter of resignation as a Library Trustee, for the
40 Gilmanton Corner Library, from Tom Scribner, as he is moving to Maine. The Selectmen accept
41 Mr. Scribner's letter of resignation and would like to thank and acknowledge Tom for his efforts
42 as a Library Trustee. Mr. Scribner coordinated the restoration of the vaulted ceiling at the
43 Corner Library this past year and we appreciate his work in renewing the Corner Library!
44 Thank you Mr. Scribner for your service to the Town of Gilmanton.

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46 **7:10 pm Vice Chairman Guarino Closed Public-Input**

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

MOTION: On a Motion by Vice Chairman Guarino and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 7:11 pm. (2-0 Voice Vote –Chairman Currier not present, Selectman Guarino– yes, Selectman McCormack– yes).

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

The Selectmen discussed a topic for the ZBA.

MOTION: On a Motion by Vice Chairman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the non-public session. (2-0 Voice Vote – Chairman Currier not present, Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Vice Chairman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 7:30 pm. (2-0 Voice Vote – Chairman Currier not present, Selectman Guarino – yes, Selectman McCormack – yes).

The meeting room was opened to the public. The Board noted the Non-Public Session minutes were sealed until a decision is made.

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

MOTION: On a Motion by Vice Chairman Guarino and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 7:34 pm. (2-0 Voice Vote –Chairman Currier not present, Selectman Guarino– yes, Selectman McCormack– yes).

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

The Selectmen discussed an issue with the Fire Department.

MOTION: On a Motion by Vice Chairman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the non-public session. (2-0 Voice Vote – Chairman Currier not present, Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Vice Chairman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 7:56 pm. (2-0 Voice Vote – Chairman Currier not present, Selectman Guarino – yes, Selectman McCormack – yes).

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

New Computer Policy - The Selectmen will be reviewing the computer policy for the Town. Selectman McCormack said that the State of New Hampshire has an “iron-clad” computer

1 policy. Arthur Capello will look into getting a copy of the State Computer Policy to use as a
2 reference when reviewing the Town's Policy.

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4 **Adjournment:** On a motion by Selectmen Guarino, seconded by Selectman McCormack it was
5 voted unanimously to adjourn at 8:10 pm. (2-0)

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7 Respectfully Submitted,

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10 _____
11 Stephanie S. Fogg
12 Administrative Assistant

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15 **Approved by the Board of Selectmen**

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19 Chairman Brett A. Currier

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22 Selectman Donald J. Guarino

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25 Selectman Stephen J. McCormack