

APPROVED

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting  
November 21, 2016  
Gilmanton Academy

**Present:** Chairman Stephen McWhinnie, Vice Chair-Selectman Michael Jean, Town Administrator Paul Branscombe, Assistant Town Administrator- Heidi Duval, Finance Administrator- Brenda Paquette, Town Clerk/ Tax Collector- Debra Cornett, P.D.-Chief Currier, Administrative Assistant- Heather Carpenter.

**Absent:** Selectman Bishop absent with notice  
Also, present please see attached sign in sheet.

**6:00 p.m.** Chairman McWhinnie opened the meeting, took attendance of those present and voting (Chairman McWhinnie, and Selectman Jean,) and led the Pledge of Allegiance.

### **Non-Public Session Per RSA 91-A:3,II(b)**

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to go into Non-Public Session per RSA 91-A:3,II(b) (2-0 Voice Vote – Chairman McWhinnie- yes, and Selectman Jean-yes).

### **Hiring**

**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to come out of Non-Public Session. (2-0 Voice Vote –Chairman McWhinnie-yes, and Selectman Jean-yes).

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

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to go into Non-Public Session per RSA 91-A:3,II(c) (2-0 Voice Vote – Chairman McWhinnie- yes, and Selectman Jean-yes).

### **Reputation**

**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to come out of Non-Public Session. (2-0 Voice Vote –Chairman McWhinnie-yes, and Selectman Jean-yes).

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to seal the minutes (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

### **Budget Workshop-**

**Town Clerk/Tax Collector-** Discussion on the overall budget by line including increases, decreases and highlights of the budgets that the Town Clerk/Tax Collector presented.  
Overall Budget Request- \$174,042.00

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to move the Town Clerk/Tax Collector budget forward to the Budget Committee. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

**Election Budget-**Discussion on the overall budget and the reason why this budget fluctuates based on the number of elections that are held within the year.  
Overall Budget Request-\$9,391.00, decrease due to the fact that last year's budget reflected the cost from the Presidential Election and additional elections.

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to move the Election budget forward to the Budget Committee. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

**Police Department-** Discussion of computer line and the change that will be from the purchase of the workstations and the laptop for the cruisers, the one step increase in pay and the non-public that Chief Currier would like to have.

**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to table the Police Department Budget.  
(2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).  
The non-public meeting will be held on Monday, November 28, 2016 at 6:00 p.m. and then the review of the overall P.D. budget.

**Executive-**

Overall Budget Request- \$175,624.00, decrease of 4.5%

**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to move the Executive budget forward to the Budget Committee with the amendment of line 271 to reflect \$800.00. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

**Outside Agencies-** Discussion of what services the outside agencies provide and how they benefit the community.

Overall Budget Request-\$30,882.00, increase of 3%

**MOTION:** On a motion by Chairman McWhinnie, and seconded by Selectman Jean it was unanimously voted to move the Election budget forward to the Budget Committee. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

**Assessing budget amendment-**Overall Budget \$112,977.00, decrease of .27%  
Lines, 220-FICA,225-Medicare,230-Retirement, amendments need to be made due to incorrect calculation.

**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to move the Assessing budget forward to the Budget Committee with the amendment of line 220,225,230 and total budget request of \$112,977. (2-0 Voice Vote –Chairman McWhinnie-yes, and Selectman Jean-yes).

**Approval of Minutes –**

November 14, 2016- Budget Workshop-Minutes tabled due to Selectman Bishops absence, Selectman Jean is not comfortable approving the minutes because he wasn't fully present at that meeting. Board consensus to table the minutes.

November 14, 2016-Public Forum-Bridge-

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to accept the minutes of November 14, 2016 for the Bridge Public Forum and the Board of Selectmen General Meeting (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

Discussion of Sound Cloud issues with uploading the weekly minutes, more storage will be required for the lengthy meetings which only comes with a pay option for that site. Movie maker will no longer be supported for the conversion of audio for the use of YouTube. Options are continually being looked into.

**Signature File-**

Tax Warrant-

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the Tax Warrant. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

P.O.-

Paving P.O. tabled until the next meeting

P.O.-

Radio Replacement-

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the amount of \$1,744.57 to the Ossipee Mountain Electronics for Radio Replacement (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

Abatement Map 131 Lot 30

Elderly exemption and Vet credit

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to approve the refund amount of \$17.00 for overpayment. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

**General Business-**

Acceptance of recommendation for Audit Services- Melanson Heath pricing for the year of 2016- \$10,000, 2017-\$10,250, and 2018- \$10,500

**MOTION:** On a Motion by Chairman McWhinnie, and seconded by Selectman Jean it was voted to approve Melanson Heath for audit services. (2-0 Voice Vote –Chairman McWhinnie-yes, and Selectman Jean-yes).

Discussion on the current Auditor and if the Board could meet with them. The Finance Administrator will reach out again and set up a meeting.

HDC decision-

Consensus of the Board is to allow Chairman McWhinnie to speak to the property owner and the Chairman of the HDC about the ongoing violations that are continuing to be ignored.

Set Public Hearing date for Noise Ordinance-  
December 5, 2016 at 6:00 p.m.

**Select Board Items-**

Winter Sand-

**MOTION:** On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to accept the sand contract with Brian Forst at \$7.50 a ton, from November 7, 2016- November 15, 2017. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

**Tax Rate- 2016**

Reiteration of 11-18-16 meeting-

“The Selectman set the 2016 tax rate at \$23.91 using \$171,300 of unassigned fund balance to offset some of the cost. Without using the \$171,300 the tax rate would have still been lower at \$24.28.

We decided to lower it by using some of that unassigned fund balance since none was used in 2015 to lower the tax rate and this gives some back to the tax payers without dipping into the 2014 previous unassigned balance \$1,332,947.

The \$171,300 represents the difference between the 2014 vs 2015 unassigned fund balance on the Towns currently filed MS-535 with the DRA.”

Tax bills are due December 27, 2016

No Public comment

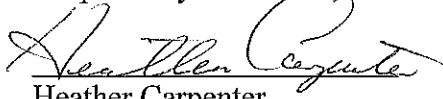
Non-Public Minute of Approval 10-11-16, #1, #2, and #3-

**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to approve the Non-Public minutes of October 11, 2016, #1, #2, and #3. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Jean-yes).

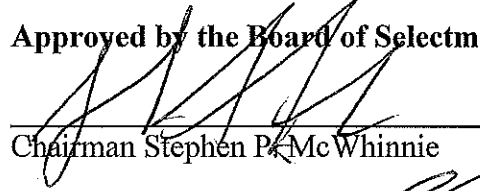
**MOTION:** On a motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to seal the minutes of 10-11-16. (2-0 Voice Vote –Chairman McWhinnie-yes, and Selectman Jean-yes).

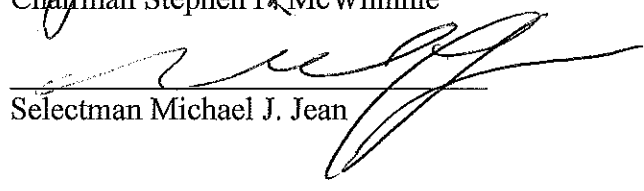
**Adjournment:** On a Motion by Chairman McWhinnie and seconded by Selectman Jean it was voted unanimously to adjourn at 8:46 p.m. (2-0).

Respectfully Submitted,

  
Heather Carpenter  
Recording Secretary

Approved by the Board of Selectmen

  
Chairman Stephen P. McWhinnie

  
Selectman Michael J. Jean

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Selectman Marshall E. Bishop

{Audio recordings are available at the Selectmen's Office