

APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

June 20, 2016

6:00 p.m. – Gilmanton Academy

Present: Chairman Michael Jean, Vice Chair-Selectman Steve McWhinnie, Selectman Marshall Bishop, Town Administrator Paul Branscombe, Assistant Town Administrator-Heidi Jackson-Rhine and Recording Secretary Heather Carpenter.

Also present please see attached sign in sheet.

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

Approval of Minutes –

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the minutes of May 19, 2016 as amended.[The amendment reads as follows: “The Board member present called Chairman Jean to verify his agreement with moving forward with Hoyle, Tanner & Associates.”]

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the minutes of June 6, 2016. (3-0 Voice Vote –Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop– yes).

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the minutes of June 13, 2016. (3-0 Voice Vote – Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop– yes).

Refund-

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop for a refund for overpayment of taxes for Map 113 Lot 29, in the amount of \$1501.00. The Board unanimously approved the repayment.(3-0 Voice Vote – Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop– yes).

Abatements-

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to deny the abatement for UTIL-PSNH-000000. (3-0 Voice Vote –Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop– yes).

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to deny the abatement for UTIL-NHEC-000000. (3-0 Voice Vote –Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop– yes).

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the abatement for Map 406, Lot 36. (3-0 Voice Vote –Chairman Jean- yes, Selectman McWhinnie-yes, Selectman Bishop- yes).

Signature File

Purchase Order-

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the purchase order from Henry Dow in the amount of \$3,600.00 for crack sealing (3-0 Voice Vote –Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop- yes).

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to approve the purchase order from Henry Dow in the amount of \$3,600.00 for crack sealing (3-0 Voice Vote –Chairman Jean- yes, Selectman McWhinnie-yes, Selectman Bishop- yes).

Re-appointment-

MOTION: On a motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to re-appoint Mr. Patrick Hackley to the Conservation Committee.(3-0 Voice Vote –Chairman Jean-yes, Selectman McWhinnie-yes, Selectman Bishop- yes).

Old Business

Space Needs- Conference Room

Chairman Jean calls to table this discussion so that other department heads, boards and committees can be reached for input in the matter. The Board agrees to table the discussion until July 11, 2016, at that meeting they will make a decision to use the room as office space or continue use as a conference room.

New Business

Update on New Hampshire Electric Co-op walk through-

There suggestion is to have an internal energy audit and they will be providing a summary of the walk through with their suggestions.

Switching the lights to LED will have a payback within a three to four year period and the life span of the lights is 50,000 hours. After the total cost is paid by the Town there is a 50% pay back from New Hampshire Electric Co-op and a payment plan is available.

Wage Scale- The other Towns that were used as a comparable to help formulate a wage scale for Gilmanton were; Bristol, Campton, Chesterfield, Greenland, Sunapee, Walpole, and Wilton. The wage scale/grade will be added to the job descriptions when the wage scale is completed.

Job Descriptions are in the process of being reformatted, once completed they will be presented to each employee for signature and will then go to the Board of Selectmen for final signatures.

The Board would like a signature line added for Department Heads to be added to each of their employee's job descriptions.

The 4th of July Fireworks date will be placed on the website this week. The date for the event is Saturday, July 2, 2016 with a rain date of July 4, 2016.

Lawn Care- Consensus of the Select Board is to have Matt Young for lawn maintenance for the Academy Building, Public Safety Building and the Old Town Hall. He is insured for one million dollars and the Town will require proof of insurance. His rates will be per week and a letter of confirmation will be sent out this week. There is clarification needed if Mr. Young's price also includes weed whacking and blowing.

Select Board Items

There will not be a Selectmen's Meeting on July 4th and it will be posted on the website.

Chairman Jean opens the floor to public comment.

Mrs. Bernadette Gallant would like an amendment to the June 6, 2016 minutes to properly reflect that the Library Trustees appoint the trustee's for the library and not the Board of Selectmen.

Mrs. Brenda Currier spoke about the downstairs conference room and the process for getting a permit for signs in the Town. She also would like to know if the Fire Department is requiring their new hires to take a polygraph and if the Selectmen have reconsidered recording their meetings.

Mrs. Jean would not like to see the conference room taken out of use for the Town Clerk Tax Collector office space needs. She believes that by moving the meetings upstairs this will hinder people with medical conditions due to lack of cooling.

Chairman Jean closes the floor to public comment.

There is a discussion by the Board on whether they would like to reconsider recording their meetings for the benefit of the public.

MOTION: On a motion by Chairman Jean, and seconded by Selectman McWhinnie it was voted unanimously to record the Selectmen's Meetings as of July 11, 2016.(3-0 Voice Vote – Selectman McWhinnie-yes, Selectman Bishop– yes).

Selectman McWhinnie wants to look into putting the recording on the website so that member of the public can have access at any time.

Chairman Jean would also like microphones ordered for the meetings.

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

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

Reputation

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session.(3-0 Voice Vote – Chairman Jean- yes, Selectman McWhinnie -yes, Selectman Bishop – yes).

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session.(3-0 Voice Vote – Chairman Jean-yes, Selectman McWhinnie -yes, Selectman Bishop – yes).

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

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

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

Reputation

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session.(3-0 Voice Vote – Chairman Jean- yes, Selectman McWhinnie -yes, Selectman Bishop – yes).

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session.(3-0 Voice Vote – Chairman Jean-yes, Selectman McWhinnie -yes, Selectman Bishop – yes).

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

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

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

Reputation


MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to come out of Non-Public Session.(3-0 Voice Vote – Chairman Jean- yes, Selectman McWhinnie -yes, Selectman Bishop – yes).

MOTION: On a Motion by Selectman McWhinnie, and seconded by Selectman Bishop it was voted unanimously to seal the minutes of Non-Public Session.(3-0 Voice Vote – Chairman Jean-yes, Selectman McWhinnie -yes, Selectman Bishop – yes).

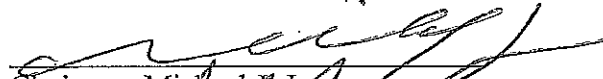
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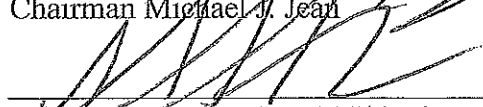
Adjournment: On a Motion by Selectman McWhinnie and seconded by Selectman Bishop it was voted unanimously to adjourn at 7:53 p.m. (3-0).

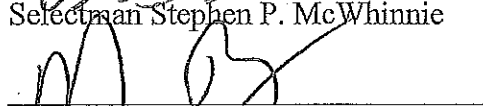
Respectfully Submitted,


Heather Carpenter
Recording Secretary

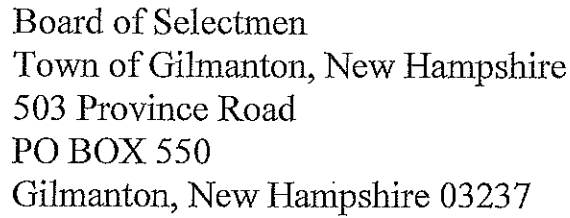
Approved by the Board of Selectmen


Chairman Michael J. Jean


Selectman Stephen P. McWhinnie


Selectman Marshall E. Bishop

{Any recordings of this meeting are not official and therefore cannot be verified as accurate.}



Time & Date:

Time & Date

Leonard Swanson Leonard Swanson

