



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting
December 19, 2016
Gilmanton Academy

Present: Chairman Stephen McWhinnie, Selectman Bishop, Selectman Jean, Town Administrator Paul Branscombe, Assistant Town Administrator- Heidi Duval, and Administrative Assistant- Heather Carpenter.

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, Selectman Bishop, and Selectman Jean) and led the Pledge of Allegiance.

Approval of Minutes --

November 14, 2016- Budget Workshop
Tabled until next meeting in order to review the minutes.

November 21, 2016-

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to accept the minutes of November 21, 2016. (2-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- abstain, and Selectman Jean- yes.)

December 12, 2016-

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to accept the minutes of December 12, 2016. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- yes, and Selectman Jean- yes.)

Signature-

Letter to Treasurer, Neil Roberts- Trustees of the Trust Fund
Request of 1,080.57 to be withdrawn from the NH-01-0124-0057 Highway Equipment Capital Reserve Account, in the accordance with Warrant Article #11 to equip the dump truck with radio equipment.

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to approve the request to release the funds from the Trustee of Trust Funds in the amount of \$1,080.57 per Warrant Article 11- 2016-Equip the Dump Truck with radio equipment. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- yes and Selectman Jean-yes.)

Cemetery Maintenance Improvement-

Board signature for the amount of \$4,136.73 which represents the balance of the 2016 Cemetery budget, to be deposited into the "Cemetery Maintenance Improvement" Expendable Trust Fund account #NH-01-0124-0064, CD#1230003245

Timber Hawk Carpentry P.O.-

Select Board signatures for Timber Hawk Carpentry purchase order in the amount of \$1,900.00 for inside work at the Corner Library.

Print Graphic of Maine P.O.-

Select Board signatures for Print Graphic of Main purchase order in the amount of \$1,500.00 for inside work at the Corner Library.

Granite State Mineral P.O.-

Select Board signatures for Granite State Mineral purchase order in the amount of \$5,885.00 for salt.

Old Business

Transfer Station Modification-North Point- Discussion was tabled

Waste Management Contract- The contract will be reviewed before the renewal date of December 2017.

New Business

Corner Library- Dead Tree- The Board is waiting to hear back from legal counsel and deed research in order to make a decision about the tree removal.

554 Meadow Pond- Letter of request for refund

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was voted to deny the request for the refund of \$157.96 for the amount of interest that was due from late fees on a tax bill. (2-1 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop-no and Selectman Jean-yes.)

Discussion on the process of the 2016 Annual Report dedication and cover page.

Health Officer-

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to recommend Chief Hempel as the new Health Officer for the Town of Gilmanton, effective January 1, 2017. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- yes and Selectman Jean-yes.)

The Select Board discussed the pricing of \$47,900 on the Bobcat for the Transfer Station, waiting for the Solid Waste Facility Manager to obtain two more quotes for the machine.

Select Board Items

Old Town Hall discussion on the painting, repairs, and the future plans for the building. There is approximately \$4,000.00 is available for maintenance.

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to encumber as presented with the addition of Line-01-4194-930- OTH Maintenance and Repair of approximately 4,000.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- yes and Selectman Jean-yes.)

2016 Encumbered Funds-

01-4130-750- Exe Co Office Equipment- \$2000.00

01-4151-390- TCX Document Restoration- \$5,000.00- P.O.- Kofile Preservation

01-4153-320- PLBD Prof Service Consultant- \$15,000.00

01-4194-430- GG Academy Repair and Maintenance. - \$13,954.00

01-4194-720-GG CO Town Buildings- \$2,700.00

01-4311-430- HA Highway Building Rep. and Maint.- \$2,909.00

01-4312-650- HS Roadside Mowing-A. Morse- \$3,314.00

01-4312-694- HS Highway sand- Brian Forst- \$22,048.00-Winter Sand

01-4312-730- RB CO Highway Block Grant- \$1,819.00-Wolcott Construction

01-4312-731 RB CO Road Improvements- \$2,619.00- Wolcott Construction

01-4550-630-CRN LIB BLDG OUTSIDE MAINT WORK- \$7,618.00

01-4901-710- CO ACADEMY GENERATOR- \$18,000.00

01-4902-800- CO TS COMPACTOR- \$19,120.00

01-4909-810- BRIDGE ENGINEERING STUDY-CONTRACT- \$19,424.00

2015 Carry Over- 01-41941-430-02- 2015 Contract with Daigle/ Academy- \$7,754.50

Total approximate request to encumber- \$154,614.00

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted to encumber as presented with the addition of Line-01-4194-930- OTH Maintenance and Repair of approximately 4,000.00. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- yes and Selectman Jean-yes.)

The Select Board provides signatures for the purchase orders for the encumbered funds.

Assessing-

The Board agrees that the language change to the cover letter for the intent to cuts is appropriate for use.

Stipend for Deputy Treasurer-

Clarification is needed for the Finance Administrator to make sure the Deputy Treasurer stipend is a one-time payment or should it be prorated, the minutes read as if it is a one lump sum to paid out.

The Board agrees that the pay out of the whole \$500.00 is appropriate because with the change in the Deputy Treasurer personnel the Town was able to save approximately \$3,500.00.

MOTION: On a Motion by Selectman Jean, and seconded by Chairman McWhinnie it was unanimously voted the Deputy Treasurer to be paid in an annual stipend, lump sum payment of \$500.00 in the year 2016. (3-0 Voice Vote –Chairman McWhinnie- yes, Selectman Bishop- yes and Selectman Jean-yes.)

Internal application for Assessing- This discussion should be done in a Non-Public meeting placed under the category of hiring.

Open Public Comment- 6:38 p.m.

No public comments were made.

Closed Public Comment at 6:38 p.m.

NON-PUBLIC Pursuant to RSA 91-A:3, II (b)

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

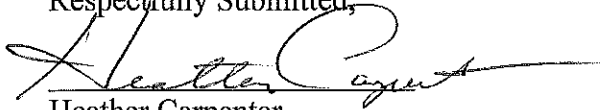
Hiring

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

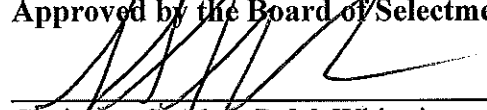
The Town Office will be closed at noon on Friday, December 23,2016 and Friday, December 30, 2016 for the holidays.

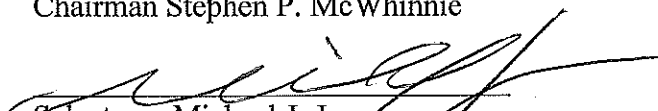
Adjournment: On a Motion by Selectman Jean and seconded by Chairman McWhinnie it was voted unanimously to adjourn at approximately by 7:00p.m. (3-0).

Respectfully Submitted,


Heather Carpenter
Recording Secretary

Approved by the Board of Selectmen


Chairman Stephen P. McWhinnie


Selectman Michael J. Jean


Selectman Marshall E. Bishop

{Audio recordings are available at the Selectmen's Office}