

APPROVED

Board of Selectmen Town of Gilman, New Hampshire

Meeting
November 28, 2016
Gilman Academy

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

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

Approval of Minutes –

November 14, 2016- Tabled until all three Selectmen are present

November 18, 2016-

MOTION: On a Motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to accept the minutes of November 18, 2016. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

Signature-

Neil Roberts- Treasurer for Trustee of Trust Fund-
Town Administrator- Paul Branscombe explains the letter of request to Mr. Neil Roberts had an error in the language, the Articles for the money to be put into the Trust Fund were incorrectly stated and had to be redone which is why additional signatures are needed for the letter.

Full member of Conservation-

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to accept Alec G. Carpenter as a full member of the Conservation Commission. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

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

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(c) (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

Reputation

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. (2-0 Voice Vote – Chairman McWhinnie- yes, and Selectman Bishop-yes).

Old Business

Police Department-

Chairman McWhinnie states that only the one step increase for the salary line 01-4210-110 will be recommended by the Select Board.

Chief Currier will keep his Department Request line as is and bring it before the Budget Committee which includes the requested increase.

Computer Line- 01-4210-370

P.O.- two laptops for cruisers- \$4,610.00

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to approve the purchase order for, two laptops for the amount of \$4,610.00 for the Police Department (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

P.O.-four Work Station- \$7,400.00

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to approve the purchase order for, four computer work station for the amount of \$7,400.00 for the Police Department. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

With the purchase order approvals, the computer line -01-4210-370 will be amended under the Department Request to reflect the amount of \$7,995.00.

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to move the Police Department budget forward to the Budget Committee; with amendments to line 01-4210-110 to reflect a one-step increase recommend by the Board of Selectmen and the amendment to line 01-4210-370-Computer Expense to reflect \$7,995.00. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

Animal Control Budget- Line 01-4410-800

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to move the Animal Control Budget of \$500.00 forward to the Budget Committee. (2-0 Voice Vote –Chairman McWhinnie- yes, and Selectman Bishop-yes).

Planning Board Budget-

It was decided by the Select Board that money for the Master Plan would be encumbered, in the amount of \$15,000.00, and removed from the 2017 budget.

The Assistant Town Administrator- Heidi Duval asked if the Planning Board Budget had moved forward to the Budget Committee, the answer from the Town Administrator was yes it had been.

Iron Works Library-

MOTION: On a motion by Chairman McWhinnie, and seconded by Selectman Bishop it was unanimously voted to move the Iron Work Library budget of \$1,000.00 forward to the Budget Committee. (2-0 Voice Vote --Chairman McWhinnie- yes, and Selectman Bishop-yes).

Building -

Line -01-4240-620, Office Supplies needs to be amended and reflect \$800.00 to cover supplies.

Line- 01-4240-370, Computer expense needs to be amended and reflect the amount of \$701.00

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was unanimously voted to amend the Building/Code Enforcement budget to reflect the change in line 620- in the amount of \$800.00, and Line-370 in the amount of \$701.00, and forward to the Budget Committee. (2-0 Voice Vote-Chairman McWhinnie-yes, and Selectman Bishop-yes)

Tax Anticipation note-

Line-01-4723 -985 needs to be placed at a \$1.00 per the request of the Finance Administrator.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was unanimously voted to move the Tax Anticipation Note, line01-4723- 985 to be set at \$1.00. (2-0 Voice Vote-Chairman McWhinnie-yes, and Selectman Bishop-yes)

Iron Works Library-

Line -1-4550-690 the request has been submitted for \$1,000.00.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was unanimously voted to move the Iron Works Library, Line- 1-4550-690 to be set at \$1,000.00. (2-0 Voice Vote-Chairman McWhinnie-yes, and Selectman Bishop-yes)

New Business

Equipment Operator-Highway Department

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was unanimously voted to hire Jim Goodwin for the Equipment Operator position which will include a probationary period. (2-0 Voice Vote-Chairman McWhinnie-yes, and Selectman Bishop-yes)

Select Board Items

Selecting a date for the first deliberative session for the 2017, second year of SB2 will need to be decided. The dates it must fall between are Saturday, February 4 and Saturday, February 11, 2016. Historically the Town deliberates on the first Saturday and the School deliberates on the second Saturday.


Town-Deliberative Session Date will be set for February 4, 2016 at 10:00 a.m.

MOTION: On a motion by Chairman McWhinnie and seconded by Selectman Bishop it was unanimously voted to set the Town Deliberative Session date for Saturday, February 4, 2016 at 10:00 a.m., snow date to be determined. (2-0 Voice Vote-Chairman McWhinnie-yes, and Selectman Bishop-yes)


Public Comment- No public present

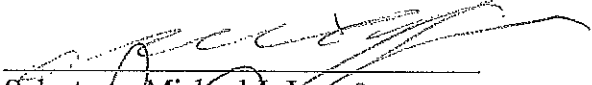
Adjournment: On a Motion by Chairman McWhinnie and seconded by Selectman Bishop it was voted unanimously to adjourn at 6:36p.m. (2-0).

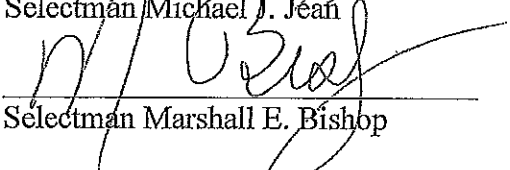
Respectfully Submitted,


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}