



APPROVED

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting  
January 31, 2015  
1:00 pm Modular Building  
Academy

**Present:** Chairman Brett Currier, Selectmen Donald Guarino and Stephen McCormack, Town Administrator Arthur Capello, Administrative Assistant Stephanie Fogg.

**Raises in the Warrant Article** - Chairman Currier discussed the amendment to the first Warrant Article regarding a pay raise to all employees, as an across the board raise, not merit based. Selectman Guarino agreed.

Selectman McCormack spoke about beginning steps to institute a pay matrix/merit system for the Town. He said that the State of New Hampshire conducts training on how to do evaluations. The Department Heads should attend that training.

Selectman McCormack also agreed that until a merit system is in place, the raises on the Warrant Articles today are a cost of living raise, not a merit raise.

**Release of Information Requests** - Selectman McCormack said Arthur Capello has given us the current form and the form available as of February 1, 2015. The Selectmen will use the new form and with the 50 State background check, using finger printing. In previous discussions with Police Chief Collins, he said, it is a means of protecting yourself as a Town.

**Conflict of Interest** - Chairman Currier brought up his concern about a possible future conflict of interest regarding Selectmen and other employees. When Chairman Currier became a Selectman, Chief Hempel didn't think it was fair for Selectman Currier to act on Fire Department issues as he was a Call Fire Fighter at the time. Chairman Currier resigned from the Fire Department as a Call Fire Fighter, so there would not be a "conflict" of interest. Incoming Selectmen should recuse themselves from any like situation.

Arthur Capello, Town Administrator will look into a policy on "nepotism".

**Applicants for Financial Technician Position** - Selectman McCormack looked at all of the original applicants. There will be three interviews on Thursday, February 5, 2015 beginning at 5:00 pm. When we find the right candidate, there will be a letter of offer, contingent on passing a background check and a financial check. Chairman Currier would like the applicants to bring references with them.

**Town Report** – Selectman Guarino discussed the Town Report and concern for the amount of time left to prepare it, taking into consideration the large amount of time lost because of the damage to the Town Office. The Selectmen and Arthur Capello discussed ways to help staff out and produce the Town Report on time.

**Update Academy Building** – Arthur Capello, Town Administrator said that he is waiting on numbers from the Insurance Adjuster. He does have numbers from CCI. Arthur said he will set up a meeting as soon as the numbers come in. The reconstruction was originally scheduled to begin on February 2, 2015. Chairman Currier said that CCI cannot begin the project without agreement from the Insurance Company.

**Next Selectmen's Meeting** – February 5, 2015, Old Town Hall at 5:00 pm, beginning with three interviews.

**Adjournment:**

**Motion** by Chairman Currier, and seconded by Selectman Guarino to adjourn the Board of Selectmen's Meeting at 1:50 pm. (3-0).

Respectfully Submitted,

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Stephanie S. Fogg  
Administrative Assistant

**Approved by the Board of Selectmen**

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Chairman Brett A. Currier

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Selectman Donald J. Guarino

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Selectman Stephen J. McCormack