

APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting
February 5, 2015
5:00 pm Old Town Hall

Present: Chairman Brett Currier, Selectmen Donald Guarino and Stephen McCormack, Town Administrator Arthur Capello, Administrative Assistant Stephanie Fogg. Also present Debra Cornett and Sarah Thorne.

5:00 pm Chairman Currier opened the meeting, took attendance of those present and voting and led the Pledge of Allegiance.

Interviews –

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

MOTION: On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 5:00 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino– yes, Selectman McCormack– yes).

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Currier, Selectmen Guarino and McCormack, Arthur Capello Town Administrator, Administrative Assistant Stephanie Fogg.

The Selectmen interviewed for a second time one of the applicants for the Accounting Technician position.

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the Non-Public Session at 5:30 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 5:31pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

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

Assistance Director: Arthur Capello brought forward a request to have a cell phone/ number directly for the Assistance Director. Chairman Currier suggested that MRI, the company that we contract for our Assistance Director with should be contacted about providing a telephone/cell phone. Arthur Capello will check with MRI.

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

MOTION: On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 5:35 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino– yes, Selectman McCormack– yes).

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Currier, Selectmen Guarino and McCormack, Arthur Capello Town Administrator, Administrative Assistant Stephanie Fogg.

The Selectmen interviewed a new applicant for the Accounting Technician position.

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the Non-Public Session at 6:00 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 6:00 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

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

Hiring Accounting Technician:

MOTION: On a Motion by Chairman Currier and seconded by Selectman Guarino, it was voted unanimously to give Rebecca Plourde a conditional offer of hire for the Accounting Technician position.

Moving of Town Clerk/Tax Collector's Office –

The Selectmen discussed ideas for increasing the office space for the Town Clerk's Office. The Town Clerk, Debra Cornett would like to expand the office, possibly by moving into the Conference Room. The Selectmen had several suggestions. The idea will be discussed further considering cost and safety issues.

Update on Academy Building – Arthur Capello said that the Insurance Company and the Construction Company are close to agreeing on a total cost, but not completely in agreement yet.

Computer Policy Changes - The Computer Policy has come back from legal review. The policy should be brought before the Department Heads one more time. The Department Heads will be given a copy before the meeting. Selectman McCormack said this policy will protect the Town as well as individuals.

Nepotism Policy - Selectman McCormack said it is straight forward for everyone. It would be prospective not retrospective – possibly conflict of interest policy. Gilford has a nepotism

policy, it gets rid of the "gray" area. Chairman Currier said we want to make the same guidelines for everyone, what is fair for one, is fair for all regarding conflict of interest.

SB2 Hearing – Scheduled for February 19, 2015 at 6:00 pm at the Gilmanton Elementary School, Room 8 (Science Room).

Town Administrator's Report –

"Town Owned Properties" – Sarah Thorne brought a report from 1992 from the Town of Gilmanton, procedures that were voted on and outlined at the Town Meeting regarding Town Owned Properties. There was a memo written to the Selectmen, the Town had been accumulating these properties for years. The Selectmen and Betty Smithers, then Town Clerk, formed an "ad hawk" committee, they put together all records, deeds, maps and listed the properties for their highest and best use under the current Zoning Regulations. Checking with the GYO, Fire, Police, School, Historical Society etc. They put together a spread sheet, the properties were listed to sell with no restrictions. They were sold and merged with abutting lots, not to make matters worse. Consolidated for public or conservation ownership, recommendations were made by Planning, Zoning and Conservation. There was a Public Hearing about the Parcels and Warrant Articles were developed. Selectman McCormack said he wants to be certain we do this right.

7:00 pm Public Input

Criminal Background Check Policy - The Selectmen discussed the criminal background check policy. Arthur Capello brought forward a policy and the Selectmen will modify the policy for Gilmanton. If a background check comes back as not acceptable, the employee will be given the opportunity to dispute the background check.

MOTION: On a Motion by Chairman Currier and seconded by Selectman Guarino it was voted unanimously to adopt the Criminal Background Check Policy as amended at 7:10 pm. (3-0).

Academy Building – A low temperature alarm was installed at the Academy Building this week by Mango Security. Arthur will look into prices on a low temperature alarm for the Old Town Hall.

Heating Fuel – Chairman Currier said that the Town should combine our gallons used with the School. Who mediates that? Are we obligated with the Gilford School District? Chairman Currier said we should check with the School to see what they are paying. Arthur Capello said he will get additional pricing from Superintendent Fauci and talk about joining forces for purchasing fuel.

Two prices that Arthur Capello followed through in getting upon recommendation from Brian Forst and Selectman McCormack for locking in heating fuel costs for next year were:

Huckleberry at \$2.31/gallon
Stafford Oil at \$2.44/gallon

Approval of Minutes: The following sets of minutes have been available in draft form in the modular building, just now being signed after the situation with the Academy Building.

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the meeting minutes of December 31, 2014. (3-0)

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to unseal the (A) and (B) sealed meeting minutes of December 31, 2014. (3-0).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the meeting minutes of January 15, 2015, as amended. (3-0).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the sealed meeting minutes of December 2, 2014. (3-0).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the meeting minutes of January 29, 2015 as amended. (3-0).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to approve the meeting minutes of January 31, 2015 as amended. (3-0).

Politics Out of the Town Offices – Chairman Currier said that the Town Offices are there because it is a taxpayer generated business. Employees should be refraining from speaking out and discussing confidential and/or negative business. Refrain from discussing those issues while on duty. Do not engage in conversation, and say you are not at liberty to discuss certain information. Selectman Guarino asked if LGC might have a policy that addresses this type of situation. Chairman Currier said, it is not just what is said, but also how it is said. The negative discussion has to stop while at work. The Selectmen were in agreement.

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

MOTION: On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 9:05 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino– yes, Selectman McCormack– yes).

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Currier, Selectmen Guarino and McCormack, and Town Administrator Arthur Capello, and Administrative Assistant Stephanie Fogg.

The Selectmen discussed staffing of the Selectmen's Office.

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the Non-Public Session at 9:20 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 9:20 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

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

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

MOTION: On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 9:22 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino– yes, Selectman McCormack– yes).

The meeting room was closed to the public. Present during the Non-Public Session were Chairman Currier, Selectmen Guarino and McCormack, Town Administrator Arthur Capello and Administrative Assistant Stephanie Fogg.

The Selectmen discussed information about the Transfer Station.

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the Non-Public Session at 9:28 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 9:28 pm. (3-0 Voice Vote – Chairman Currier – yes, Selectman Guarino – yes, Selectman McCormack – yes).

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

Selectman Currier left the Meeting.

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

MOTION: On a Motion by Selectman Guarino, and seconded by Selectman McCormack it was voted to go into Non-Public Session per RSA 91-A:3, II (c) at 9:29 pm. (2-0 Voice Vote – Selectman Guarino– yes, Selectman McCormack– yes).

The meeting room was closed to the public. Present during the Non-Public Session were Selectmen Guarino and McCormack, Town Administrator and Administrative Assistant Stephanie Fogg.

The Selectmen discussed a legal issue.

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to seal the minutes of the Non-Public Session at 9:36 pm. (2-0 Voice Vote- Selectman Guarino – yes, Selectman McCormack – yes).

MOTION: On a Motion by Selectman Guarino and seconded by Selectman McCormack it was voted unanimously to come out of Non-Public Session at 9:36 pm. (2-0 Voice Vote – Selectman Guarino – yes, Selectman McCormack – yes).


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

VOTING ON MARCH 10, 2015 AT THE GILMANTON ELEMENTARY SCHOOL.

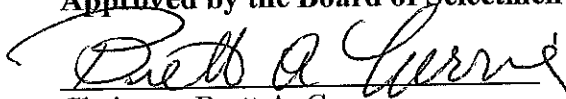
Adjournment:


Motion by Selectman Guarino and seconded by Selectman McCormack to adjourn the Board of Selectmen's Meeting at 9:37 pm. (2-0).

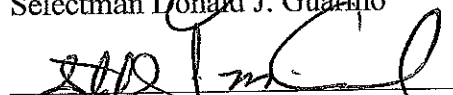
Respectfully Submitted,


Stephanie S. Fogg
Administrative Assistant

Approved by the Board of Selectmen


Chairman Brett A. Currier


Selectman Donald J. Guarino


Selectman Stephen J. McCormack