



APPROVED

Board of Selectmen Town of Gilmanton, New Hampshire

Meeting

May 12, 2015

5:00 pm. – Gilmanton Academy

Present: Chairman Donald Guarino, Selectmen Stephen McCormack and Michael Jean, Administrative Assistant Stephanie Fogg. Also present George Hildum, Town Assessor, Wayne Ogni, Chairman of the Planning Board, Road Agent Paul Perkins, Brock Mitchell, and Scott Gagne.

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

Barn Easement –

The Selectmen discussed the Barn Easement with Town Assessor George Hildum. It was discussed that this particular property had first applied in 2004. The Town reviewed the request. The property met the initial criteria, but a maintenance plan was not received or executed or recorded. The Town Administrator had the easement removed from the property.

There were two more applicants in 2005, both applicants felt the restrictions would not be worth the money saved. Essentially, granting of the easements are discretionary. The applications come in and they can be approved or denied. The applications do have to be accepted and then if the property meets criteria. One of the criteria is that the property is of public benefit, and the Selectmen could waive the public benefit as opposed to the tax dollar/revenue lost (vs. the benefit gained.) There has to be a duly noticed public hearing, with a minimum of a 10 day notice and 60 days to grant or deny the easement.

The current application is for two buildings valued at \$28,600, at 25% reduction the dollar amount would be approx. \$163.00/year, and at the 75% reduction the dollar amount would be approx. \$491.00/year savings in tax on the buildings. (Calculated at the current tax rate of \$22.93/\$1,000.) There will be a public hearing scheduled for discussion and vetting of issues, and then a decision will be made. If a decision to go with the owner's request is made, the contract would be recorded, minimum of ten years, with terms of renewal stipulated.

Highway Department – The Highway Department is looking to return to 4 day work week for the Summer Schedule. After discussion, by consensus it was agreed to change back to the Summer work schedule for the Highway Department. Paul reminded the Selectmen that there is 74 miles of road in Town with four people to maintain them, and that they are dedicated to getting the work done.

1 Paul Perkins and Brock Mitchell have attended a culvert/ditching training. They have one more
2 class to complete the training and receive their certificates.

3
4 **Property Line Adjustment** - Mr. Doug Farnum has had a survey of his property, by Mr. Brian
5 Bailey, which abuts land owned by the Town of Gilmanton. The Selectmen agreed to the
6 description of the legal boundary that has been drawn up. Mr. Bailey will finish the survey after
7 the agreement is signed that gives physical boundaries.

8
9 **MOTION:** On a Motion by Selectman Jean and seconded by Selectman McCormack it was
10 unanimously voted to approve the Boundary Line Agreement between the Town of Gilmanton
11 and Mr. Doug Farnum at 5:44 pm. (3-0)

12
13 **(A) Non-Public Session per RSA 91-A:3, II (c)**

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

17
18 The meeting room was closed to the public. Present during the Non-Public Session were
19 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
20 Administrative Assistant Stephanie Fogg.

21
22 The Selectmen discussed a Tax Agreement.

23
24 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
25 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
26 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

27
28 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
29 voted unanimously to come out of Non-Public Session at 5:50 pm. (3-0 Voice Vote – Chairman
30 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

31
32 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
33 were sealed.

34
35
36 **(B) Non-Public Session per RSA 91-A:3, II (c)**

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

40
41 The meeting room was closed to the public. Present during the Non-Public Session were
42 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
43 Administrative Assistant Stephanie Fogg .

44
45 The Selectmen discussed a Tax Agreement.

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

4
5 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
6 voted unanimously to come out of Non-Public Session at 5:55 pm. (3-0 Voice Vote – Chairman
7 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

8
9 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
10 were sealed.

11
12 **(C) Non-Public Session per RSA 91-A:3, II (c)**

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

16
17 The meeting room was closed to the public. Present during the Non-Public Session were
18 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
19 Administrative Assistant Stephanie Fogg .

20
21 The Selectmen discussed a Tax Agreement.

22
23 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
24 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
25 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

26
27 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
28 voted unanimously to come out of Non-Public Session at 6:04 pm. (3-0 Voice Vote – Chairman
29 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

30
31 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
32 were sealed.

33
34 **(D) Non-Public Session per RSA 91-A:3, II (c)**

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

38
39 The meeting room was closed to the public. Present during the Non-Public Session were
40 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
41 Administrative Assistant Stephanie Fogg .

42
43 The Selectmen discussed a Tax Agreement.

44
45 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
46 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
47 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

1 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
2 voted unanimously to come out of Non-Public Session at 6:06 pm. (3-0 Voice Vote – Chairman
3 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

4
5 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
6 were sealed.

7
8 **(E) Non-Public Session per RSA 91-A:3, II (c)**

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

12
13 The meeting room was closed to the public. Present during the Non-Public Session were
14 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
15 Administrative Assistant Stephanie Fogg .

16
17 The Selectmen discussed a Tax Agreement.

18
19 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
20 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
21 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

22
23 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
24 voted unanimously to come out of Non-Public Session at 6:10 pm. (3-0 Voice Vote – Chairman
25 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

26
27 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
28 were sealed.

29
30 Tax Deeding Properties – The Selectmen will meet with Town Clerk/Tax Collector at May 21,
31 2015, at 4:00 pm Thursday to go over Tax Deeding Properties. There are several properties that
32 the Town Administrator will look into potential environmental services through DES.

33
34 **(F) Non-Public Session per RSA 91-A:3, II (b)**

35 **MOTION:** On a Motion by Selectman McCormack, and seconded by Selectman Jean it was
36 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (c) at 6:26 pm. (3-0 Voice
37 Vote – Chairman Guarino-yes, Selectman McCormack– yes, Selectman Jean– yes).

38
39 The meeting room was closed to the public. Present during the Non-Public Session were
40 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
41 Administrative Assistant Stephanie Fogg .

42
43 The Selectmen interviewed a candidate for the Planning Board/Conservation Commission.

44
45 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
46 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
47 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

1 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
2 voted unanimously to come out of Non-Public Session at 6:36 pm. (3-0 Voice Vote – Chairman
3 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

4
5 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
6 were sealed.

7
8 **(G) Non-Public Session per RSA 91-A:3, II (b)**

9 **MOTION:** On a Motion by Selectman McCormack, and seconded by Selectman Jean it was
10 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (b) at 6:37 pm. (3-0 Voice
11 Vote – Chairman Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

12
13 The meeting room was closed to the public. Present during the Non-Public Session were
14 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
15 Administrative Assistant Stephanie Fogg .

16
17 The Selectmen discussed an employee evaluation from the Selectmen's Office.

18
19 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
20 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
21 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

22
23 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
24 voted unanimously to come out of Non-Public Session at 7:02 pm. (3-0 Voice Vote – Chairman
25 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

26
27 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
28 were sealed.

29
30 **(H) Non-Public Session per RSA 91-A:3, II (b)**

31 **MOTION:** On a Motion by Selectman McCormack, and seconded by Selectman Jean it was
32 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (b) at 7:05pm. (3-0 Voice
33 Vote – Chairman Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

34
35 The meeting room was closed to the public. Present during the Non-Public Session were
36 Chairman Guarino, Selectmen McCormack and Jean. Town Administrator Arthur Capello,
37 Administrative Assistant Stephanie Fogg .

38
39 The Selectmen discussed making a conditional offer to one of the candidates for the Planning
40 Board/Conservation Commission position.

41
42 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
43 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
44 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

45
46 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
47 voted unanimously to come out of Non-Public Session at 7:11 pm. (3-0 Voice Vote – Chairman
48 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

1
2 The meeting room was opened to the public. The Board noted the Non-Public Session minutes
3 were sealed.
4

5 **7:12 pm Chairman Guarino opened Public-Input.**
6

7 **Heidi Walton** - Presented a piece of property on Smith Meeting House Road that is for sale, she
8 wanted to promote the Town purchasing this piece of property for conservation. Chairman
9 Guarino will pass the information along to Tom Howe, who represents the Gilmanton Land
10 Trust. Ms. Walton had presented the property to the Conservation Commission as well, but
11 currently there are not enough funds to purchase the piece.
12

13 **Academy Building Basement** - Arthur Capello had a quote of \$3,988.00 to repair leaking into
14 the basement from the inside of the building. The company who gave the quote is Boston
15 Basements. Chairman Guarino would like to contact Mickey Daigle to look at the drainage for
16 the exterior of the building first, before committing to interior protection.
17

18 Selectman Jean said the basement needs to be finished, the drainage is a priority.
19

20 The sprinkler pump in the basement has also been leaking onto the floor. Arthur Capello
21 recalled the sprinkler company to stop the leaking. They will be finishing up on the packing to
22 take care of the leak.
23

24 **Lakes Region Planning Commission** – Wayne Ogni was the representative for Gilmanton to
25 the Lakes Region Planning Commission for 2014. His term is up, but has agreed to be
26 reappointed for 2015.
27

28 **MOTION:** On a Motion by Selectman Jean and seconded by Selectman McCormack it was
29 voted unanimously to reappoint Wayne Ogni to the Lakes Region Planning Commission as a
30 representative for the Town of Gilmanton for the June 2015- June 2016 term.(3-0)
31

32 **Highway/Roads Committee** – The Selectmen have asked Road Agent Perkins to report his
33 specific schedule for work planned for the roads. Also, as there is no Roads Committee currently,
34 the Selectmen have asked Paul to include his recommendation for specific ditching of Roads (to
35 use the \$50,000 from the Warrant Article).
36

37 **Rainbo Club** – The Rainbo Club will have their next meeting and will address adopting Town
38 Ordinances for the Club. Arthur Capello will e-mail the Rainbo Club to find out their progress.
39

40 **Cemetery Trustees** – Please see attached letter from the Trustees of Cemeteries for Gilmanton
41 to Mr. Mark Morrill, Principal Engineer of NH DOT District 3 and to Roger Lamontagne
42 Maintenance Supervisor NH DOT District 3 thanking them for their help.
43

44 **Academy Building Parking Lot Light** – Wayne Ogni will check diagnostics on lamp and give
45 the quote to Arthur Capello to fix the lamp.
46

47 **Conservation Commission** – Chair Tracy Tarr reported to the Selectmen several of the
48 properties that the Commission is interested in Conserving:

- 1
- 2 1. Sawtooth Road – Map 410-Lot 29 6 acres, this property drains into important wetlands
- 3 on Night Hawk Hollow. They are interested in the Conservation Value and would be
- 4 excited if retained.
- 5 2. South Road – Map 429-Lot 12, headwaters to Rocky Pond, really wet, drainage wet.
- 6 3. Map 423 – Lot 52, 14.5 acres, directly adding to recreational land from Bartlett Road to
- 7 Pancake Hill and affecting water quality to Rollins Pond.
- 8

9 There will be a Public-Hearing set for June 2015 at a Selectmen's Meeting regarding the
10 properties in question.

11

12 **7:45 pm Chairman Guarino close of Public-Input**

13

14 **Town Audit** – Arthur Capello said the Town Audit began today, everything seems to be going
15 well. Nanette Hamley and Marie Mora are working with the Audit Company to make certain all
16 goes smoothly.

17

18 **Town Clerk's Office** – Wayne Ogni did change the fan in Debra's Office, as it was still full of
19 water and not working properly. The charge for the fan will come under the insurance.

20

21 **Circulator Pumps in the Boiler Room** - Selectman Jean noted that the circulator pumps that
22 were recently replaced, need to be adjusted as they were installed incorrectly. Selectman Jean
23 said that the motor needs to be installed a certain way so the seals don't wear out as quickly.

24

25 **(I) Non-Public Session per RSA 91-A:3, II (d)**

26 **MOTION:** On a Motion by Selectman McCormack, and seconded by Selectman Jean it was
27 voted unanimously to go into Non-Public Session per RSA 91-A:3, II (d). (3-0 Voice Vote –
28 Chairman Guarino-yes, Selectman McCormack– yes, Selectman Jean– yes).

29

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

33

34 The Selectmen discussed a Town owned property.

35

36 **MOTION:** On a Motion by Selectman Jean and seconded by Selectmen McCormack it was
37 voted unanimously to seal the minutes of the Non-Public Session. (3-0 Voice Vote – Chairman
38 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

39

40 **MOTION:** On a Motion by Chairman Guarino and seconded by Selectman McCormack it was
41 voted unanimously to come out of Non-Public Session at 8:00 pm. (3-0 Voice Vote – Chairman
42 Guarino -yes, Selectman McCormack – yes, Selectman Jean – yes).

43

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

46

47 **Police Department** – Selectmen Jean asked about the amount the Town is reimbursed for detail
48 work, specifically regarding the use of the police cruisers. Arthur Capello said that the rate that

1 the Town receives includes money over and above the amount charged for the officer.
2 Selectman Jean would like to revisit what the Town charges per hour for the service.

3
4 **Approval of Minutes -**

5 **MOTION:** On a Motion by Selectman McCormack and seconded by Selectman Jean it was
6 voted unanimously to approve the meeting minutes of April 21, 2015 as amended at 8:06 pm (3-
7 0).

8
9 **Adjournment:** On a motion by Selectmen Guarino, seconded by Selectman McCormack it was
10 voted unanimously to adjourn at 8:07pm. (3-0)

11
12 Respectfully Submitted,

13
14
15 _____
16 Stephanie S. Fogg
17 Administrative Assistant

18
19
20 **Approved by the Board of Selectmen**

21
22 _____
23 Chairman Donald J. Guarino

24
25 _____
26 Selectman Stephen J. McCormack

27
28 _____
29 Selectman Michael J. Jean