



Town of Gilmanston, New Hampshire
Planning Board
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Roy Buttrick, Chair
William Mahoney, Vice Chair
Brett Currier, Member
Vincenzo Sisti, Member
Jacob Dalzell, Member
Marty Martindale, Member
Mark Warren, Selectmen Rep
Mark Fougere, Certified Planner
Bre Daigneault, Planning Admin

PLANNING BOARD MEETING

Minutes of February 11, 2021

A. CALL TO ORDER- Chairman Buttrick opened the meeting of February 11, 2021 at 6:30pm.

B. ROLL CALL

Member Vincenzo Sisti, Chair Roy Buttrick, Vice Chair Bill Mahoney, Member Marty Martindale, Member Brett Currier, Member Jake Dalzell, and Planning Administrator Bre Daigneault were present at this meeting. Selectmen's Rep. Mark Warren was absent. Staff members present included Fire Chief Paul "Joe" Hempel, Road Agent Paul Perkins, and Acting Town Administrator Heather Carpenter. There were no members of the public present.

C. SALUTE TO THE FLAG

D. Public Hearings-

a. New- None

b. Old- None

E. Other-

- **Capital Improvement Program-**

Chief Hempel began by discussing the updated equipment inventory for his department. He felt overall the department was in pretty good shape. The two items that would need replacing soon. One being the 2004 HME tanker engine 9E3 with a projected replacement cost of \$750,000. The typical service life of this type of engine is around 20 years. The projected year to purchase would be 2022 with a delivery date in 2023. There is a warrant article this year to appropriate \$100,000 into the capital reserve account; currently there is approximately \$140,000 in it now. They will need to look into options for purchasing. Soon after the Corner's ambulance (9A2) will need replacing at approximately \$240,000. VC Mahoney asked if there was any value left in 9E3. Chief stated there usually isn't any value left in engines, however, they may be able to get \$50,000 for it or there may be a trade in value. Chief Hempel explained the average service life on the different vehicles. By replacing the chassis on one ambulance, they were able to extend its life. They are allocated some of the money in the ambulance billing which will help off-set the costs of items such as the defibrillator replacements. Chair Buttrick inquired if there was anything new needed to cover the pandemic (COVID-19). Chief Hempel stated they had been gifted a disinfecting unit. They had not needed to buy anything additional. Members briefly reviewed the current capital reserve accounts. There were no further questions for Chief Hempel at that time.

Road Agent Paul Perkins reviewed his inventory list. He had replaced the Fiat loader in 2019 with a John Deer. The replacement ¾ ton pick-up was replaced in 2020; the cost of

which exceeded the projected replacement cost. The F-550 (1-ton) will be up for replacement in 2021 costing \$97,000. The backhoe would be up for replacement in a few years; the replacement cost would be around \$145,000. Member Currier inquired of the life expectancy of the 1-ton. It was clarified the truck should have a 10-year replacement. RA Perkins would also change the life expectancy of the grader from 30 years to 25 years. Chair Buttrick inquired of road upgrades and life expectancies of roads. RA Perkins responded each road is different. Factors such as the road traffic and weather will determine that. Member Sisti commented on the road assessment currently being completed. RA Perkins said that was almost done; they should have results soon. Admin. Daigneault asked if the next priority replacement would be the loader. RA Perkins said it has been running good but would need to be replaced soon. Members reviewed the current capital reserve accounts. There is approximately \$199,000 in the equipment account with a warrant article this year for another \$70,000 to be added. Chair Buttrick asked if the past road committee was helpful to the highway department. RA Perkins said they were but he does know what needs to be done. There were no further questions. Acting Town Administrator Heather Carpenter thanked the Planning Board for continuing with the CIP. It is a very helpful tool for administration with the budgeting process. Currently the capital reserve accounts are broken down by piece meal (roof, septic, paving, etc.) for town owned buildings versus by each building itself. ATA Carpenter felt it would be beneficial to have a separate account for each building. Old Town Hall is moving forward with a warrant article this year, along with a potential LCHIP grant. She inquired if the board would consider starting one account for the Academy Building. The roof and the paving will be done this year. Other large projects would be rot which was found during painting four years ago. There is also a space needs issue with town staff and storage. There are no private offices for confidential matters. The files take up a lot of room; some can be lessened with scanning; others must be kept. VC Mahoney inquired if Old Town Hall made any revenue and how much it costs the Town each year. ATA Carpenter stated it could produce revenue with rental space. It does not cost much each year, for example the Selectmen chose to winterize it this year to lessen expenses. Member Currier inquired how much ATA Carpenter would be anticipating to start a fund for the Academy building. She responded there are a lot of little projects that need to be addressed such as the brick work along the back of the building, the ceiling in the auditorium, rot issues, and foundation issues. She does not know the overall cost for these repairs. She would estimate a minimal towards \$100,000 which would be dependent upon the rot and foundation. Member Dalzell suggested having a full structural assessment of the building to get a better idea of exact problems and costs to fix. Member Sisti inquired of there has ever been a structural assessment. None that ATA Carpenter was aware of; there may have been one in the 80's when the building was converted to town offices. Member Currier agrees with doing an assessment on the building, but he feels instead of going with a fund, it be presented on a warrant article. He is not one for all these funds and large items should either be financed and not taken away from people ahead of time. ATA Carpenter does appreciate this as a planning tool. Member Martindale felt it would be more worth while to have a small contingency for these repairs versus a fund. ATA Carpenter stated the Budget Committee are big proponents of CIP. The concept is, CIP levels the taxes versus having one big hit in one year. Member Currier felt items could be financed and still keeping the tax rate level. Chair Buttrick added items could also be

bonded. Member Currier felt it is easier for departments heads to ask tax payers approval for something if the money was already sitting there; money tax payers had already paid in. ATA Carpenter responded that financing could be an option when the interest rates are low, but what happens when interest rates are high. If you don't plan appropriately, the large-scale items would cause the tax rate to spike. The discussion continued on the possible benefits and burdens of CIP. Chair Buttrick and Member Sisti felt creating an account and creating consistency every year is what's important to keep a level tax rate. Admin. Daigneault updated the board on the departments not present. Police Chief Matt Currier was not able to attend. He did remark they received two new cruisers this past year and felt the capital reserve account was in good shape. Admin. Daigneault had received an updated inventory from the Transfer station but had not heard further.

E. Minutes-

February 11, 2021- VC Mahoney made the motion to accept minutes as written. Member Sisti seconded. Members Currier and Martindale abstained. **Motion passed 4-0**

F. UNFINISHED BUSINESS

G. CORRESPONDENCE

H. OTHER BUSINESS/PUBLIC COMMENT

Private Road Agreements- Admin. Daigneault stated the Planning Board must review the private road agreements and determine a recommendation to advise the Board of Selectmen. There were two agreements that had both received approval from the ZBA to build on the private roads.

- M/L 409-091: Property owner Ian Wagreich was requesting to build on a Class VI portion of road consisting of 26 acres on Perkins Rd located in the Rural zone. The road turns from Class V to Class VI at the start of the property line and there are other homes in the vicinity.
- M/L 130-075: Property owner Valley Shores Family Club, Inc was requesting to build on a private road consisting of 0.424 acres lot located on Summer St. in the Rural zone. There currently are other homes in the direct vicinity.

The Board did not see any issues with either of the requests. The consensus was to recommend the Selectmen approve both requests.

I. NON-PUBLIC.

J. ADJOURNMENT

Member Currier made the motion to adjourn. Member Martindale seconded. **Motion passed 6-0**

Respectfully Submitted,
Bre Daigneault, Planning Administrator

Authorized by


Chairman C. Roy Buttrick

Date:

