



**TOWN OF GILMANTON
PLANNING BOARD**

Tuesday, June 27, 2023 – 6:00PM
Academy Building - 503 Province Road
Gilmanton, NH 03237
www.gilmantonnh.org

MEETING MINUTES APPROVED

A. CALL TO ORDER BY CHAIRMAN

B. ROLL CALL

Members present included Nate Philbrook, Jake Dalzell, Brett Currier, and Parker Hoffacker, along with staff Bre Daigneault. Member Marty Martindale arrived at 6:30. Chairman Roy Buttrick and Selectmen's Rep. Evan Collins were absent.
Vice Chair Hoffacker would be chairing the meeting.

C. SALUTE TO THE FLAG

D. CAPITAL IMPROVEMENT PROGRAM

- Police Chief Currier stated he has six police cruisers in service including one backup cruiser. Once offline, a cruiser cannot be re-used or refurbished. Cruiser replacement is on a rotation: two years on, one year off. Two consecutive years will see a cruiser replacement, followed by one year off. The most recent cruiser that was replaced was around 10 years old with approximately 130,000 miles. Chief Currier stated they had been off track with CIP, as they had to replace two cruisers in the same year due to an accident that was not completely covered by insurance. The most recent cruiser purchase cost around \$75,000 fully setup. The base vehicle was around \$45,000. There are some concerns with building maintenance. Currently they only incorporate a small amount into the operating budget. This would not cover any major repairs. Members inquired of a general building fund for all Town buildings. Town Administrator, Heather Carpenter, clarified there are general CIP funds for septic systems and roofs. There is no fund for wells. Each department has an operating budget for yearly building maintenance. Chief Currier stated that if there was a catastrophic system failure, such as a generator or HVAC system, his operating budget would not cover the costs.
- Fire Chief Hempel was asked of the amount of calls the fire department goes on and which equipment is utilized. He stated that depending on the nature of the call would be dependent upon what equipment is sent to the call and how Mutual Aid would assist. It is based on the need and the location of the call. Typically, by the time of equipment replacement, the equipment is pretty used and not able to be re-utilized. Currently he staffs 5 full time employees with one open position. He has approximately 12 on-call personnel. The department is now staffed 24 hours a day. Equipment and vehicles are purchased at State bid, which is typically good pricing. There is a delay in manufacturing and parts. Chief Hempel is seeing wait times for equipment.
- Chair Hoffacker inquired of Town Administrator Heather Carpenter, if it would be beneficial to have one building fund for all town buildings versus broken up by each building. Ms. Carpenter has some concern with having just one account as people do not always like to see a large fund and some buildings, like the historic buildings, need more maintenance. Member Currier inquired if there could be a smaller ETF account and a heavy capital reserve account. Ms. Carpenter stated that could be an option. Another option would be to increase operating budgets. Old Town Hall has received some LCHIP funding and some public funding. Ways to make the budget clearer for residents was discussed. Capital Reserve accounts could be explained and presented in a different

way.

It was decided to hold a workshop to work specifically on CIP on Tuesday, July 18th at 6pm.

E. ADJOURNMENT

Member Currier made the motion to adjourn. Member Philbrook seconded. **Motion passed 5-0**

Authorized by  Date: 8/16/2023
Chairman C. Roy Buttrick