



**SELECTMEN'S OFFICE  
TOWN OF GILMANTON**

503 Province Rd, Gilmanston, NH 03237

Ph: (603) 267-6700 Fax: (603) 267-6701

Website: [www.gilmantonnh.org](http://www.gilmantonnh.org)

**Board of Selectmen Meeting**

**May 1, 2023 - Academy Building - 5:00 P.M.**

**AGENDA**

**CALL TO ORDER – ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MEETING MINUTES APPROVAL**

1. **04-17-2023** - Public and non-public minutes
2. **04-04-2023** – Non- Public Minutes

**CONSENT AGENDA**

3. **Deputy Treasurer Appointment** – Heather Carpenter, oath and recommendation from Glen Waring
4. **Request for Use of Town Facility** – John Dickey, OTH Gilmanston Historical Society, 5/23, 6/27, and 9/26. Tom Howe Barn 7/29. Historic House Tour 10/7.
5. **Permit for Raffle** – Lower Gilmanston Community Club, drawing on 8/19/23
6. **Trustees of Cemeteries** – Acceptance of donations in the amount of \$50 from Sue McIntyre and Suzanne & William Christie to be deposited into the 2019 McIntyre-General Care Fund.
7. **PAF's Gilmanston Fire Department** – Call pay
8. **ZBA** – Re-appointments – Nate Abbott and Perry Onion
9. **Community Development** – Credits & Exemptions
  - 423-039
  - 415-024
  - 119-108
  - 101-006
  - 120-058
  - 423-066
  - 406-035
  - 424-043
  - 110-035

**OLD BUSINESS**

10. **Transfer Station Update**

**SELECTBOARD ITEMS, FYIs, AND OTHER TOPICS**

11. **DOT-** District Resurfacing Program Information
12. **DOT** – Reimbursement, Crystal Lake Rd over Nelson Brook, \$448,656.69

**PUBLIC COMMENT- 7:00 p.m.**

*The public is welcome to submit questions or comments via email to the Town Administrator by Friday before the meeting or attend in public. Time is subject to change per the Board's discretion.*

**NON-PUBLIC 91-A:3 ( ) – If needed**

**OUTSTANDING ACTION ITEMS-**

- € **Personnel Policy** – This will be updated in 2023
- € **Board of Selectmen Operational Guidelines** – Updates will be provided for signatures next week

**ADJOURNMENT**

# BOARD OF SELECTMEN PACKET



*DISCLAIMER: Not all material is available at the time the agenda is posted and additional information may be included and subject to change.*

# AGENDA



**SELECTMEN'S OFFICE  
TOWN OF GILMANTON**

503 Province Rd, Gilmanton, NH 03237

Ph: (603) 267-6700 Fax: (603) 267-6701

Website: [www.gilmantonnh.org](http://www.gilmantonnh.org)

**Board of Selectmen Meeting**

**May 1, 2023 - Academy Building - 5:00 P.M.**

**AGENDA**

**CALL TO ORDER – ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MEETING MINUTES APPROVAL**

1. **04-17-2023** - Public and non-public minutes
2. **04-04-2023** – Non- Public Minutes

**CONSENT AGENDA**

3. **Deputy Treasurer Appointment** – Heather Carpenter, oath and recommendation from Glen Waring
4. **Request for Use of Town Facility** – John Dickey, OTH Gilmanton Historical Society, 5/23, 6/27, and 9/26. Tom Howe Barn 7/29. Historic House Tour 10/7.
5. **Permit for Raffle** – Lower Gilmanton Community Club, drawing on 8/19/23
6. **Trustees of Cemeteries** – Acceptance of donations in the amount of \$50 from Sue McIntyre and Suzanne & William Christie to be deposited into the 2019 McIntyre-General Care Fund.
7. **PAF's Gilmanton Fire Department** – Call pay
8. **ZBA** – Re-appointments – Nate Abbott and Perry Onion
9. **Community Development** – Credits & Exemptions
  - 423-039
  - 415-024
  - 119-108
  - 101-006
  - 120-058
  - 423-066
  - 406-035
  - 424-043
  - 110-035

**OLD BUSINESS**

10. **Transfer Station Update**

**SELECTBOARD ITEMS, FYIs, AND OTHER TOPICS**

11. **DOT-** District Resurfacing Program Information
12. **DOT** – Reimbursement, Crystal Lake Rd over Nelson Brook, \$448,656.69

**PUBLIC COMMENT- 7:00 p.m.**

*The public is welcome to submit questions or comments via email to the Town Administrator by Friday before the meeting or attend in public. Time is subject to change per the Board's discretion.*

**NON-PUBLIC 91-A:3 ( ) – If needed**

**OUTSTANDING ACTION ITEMS-**

- € **Personnel Policy** – This will be updated in 2023
- € **Board of Selectmen Operational Guidelines** – Updates will be provided for signatures next week

**ADJOURNMENT**

# MINUTES

# **CONSENT AGENDA**

Board of Selectmen, Town of Gilmanton  
PO Box 550  
Gilmanton, NH 03237

April 22, 2023

RE: Deputy Treasurer Appointment

Dear Members of the Select Board,

Per NH RSA 41:29a, please accept this as my formal request seeking the Board of Selectmen's approval of my appointment of Heather Carpenter to be the Deputy Treasurer for the Town of Gilmanton for a term of two (2) years. Should either you, or the Board of Selectmen have any questions do not hesitate to contact me.

Cordially,

*Glen Waring*

Glen Waring  
Treasurer, Town of Gilmanton  
603-396-4667  
[gwaring@metrocast.net](mailto:gwaring@metrocast.net)

# Oath of Office

## Town of Gilmanton

I, Heather Carpenter, do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire, and will support the constitution thereof.

So help me God.

I, Heather Carpenter, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as Deputy Treasurer, for a term of 3 years, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So help me God.

\_\_\_\_\_  
(Election Official/Appointee Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Sworn Before: Moderator, Town/City Clerk, Selectman or Justice of the Peace  
Signature RSA 42:2

\_\_\_\_\_  
Sworn Before: Print Name

Elected  Appointed  (If appointed, election official title and signatures below required)  
(Please check one)

TERM EXP: \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ W C H Alternate phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ W C H

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Appointed by: \_\_\_\_\_

Appointed by: \_\_\_\_\_

Appointed by: \_\_\_\_\_

E-Mail Address (optional):

\_\_\_\_\_

Date Appointed: \_\_\_\_/\_\_\_\_/\_\_\_\_



# Town of Gilmanton

Board of Selectmen Office

503 Province Road | P.O. Box 550, Gilmanton, NH 03237

www.gilmantonnh.org | PH: (603) 267-6726 x 126 | FX: (603) 267-6701

## Request For Use of Town Facility

Requester Name: John L. Dickey Date: 4/27/23

Address: 8 High St., Gilmanton Phone: 603-267-6098

Organization: Gilman ton Historical Society Building/Room Requested: Old Town Hall

Date of Use: (see reverse) Hours of Use: 6pm - 9pm

Approval for alcohol requested:  Yes  No

By signing below, I agree to abide by existing regulations covering the use of the above facility and related charges:

Signature John L. Dickey

Date 4/27/23

**\*The Board of Selectmen required that any person or organization using town facilities where alcohol is served or brought on the premises must provide insurance coverage and a police detail. \***

----- request fee waiver

### FOR TOWN USE ONLY:

Approved:  Yes  No

\$125.00 rental fee: \_\_\_\_\_

Pre-paid police detail: \_\_\_\_\_

\$50.00 cleaning deposit: \_\_\_\_\_

Fee(s) waved: \_\_\_\_\_

\$75 Key Deposit: \_\_\_\_\_

Board of Selectmen or Designee Approval:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Arrangements have been made for a police officer:

Chief of Police Signature \_\_\_\_\_

Date \_\_\_\_\_

Historical Society Meetings

Old Town Hall

May 23, 2023  
June 27, 2023  
Sept 26, 2023

} 6pm - 9pm

Tom Howe Barn

July 29, 2023 Farm & Flax Festival  
10 am - 3 pm

Historic House Tour

October 7, 2023  
10 am - 3 pm



**SELECTMEN'S OFFICE  
TOWN OF GILMANTON**

PO Box 550, Gilmanon, NH 03237

Ph: (603) 267-6700 Fax: (603) 267-6701 Website: [www.gilmantonnh.org](http://www.gilmantonnh.org)

---

**PERMIT FOR RAFFLE**

Pursuant to the Provisions of NHRSA 287-A, a Permit is granted to

**LOWER GILMANTON CLUB**

---

**A Raffle Permit**

A charitable organization may conduct a raffle to promote the purpose for which it was organized. Raffle tickets shall be sold only to persons 16 years of age or over and no raffle ticket shall be sold by persons other than members of the charitable organization and who shall receive no financial remunerations. This permit is issued by the Selectmen of the Town of Gilmanon where the drawing of prizes is to be held. This permit shall expire at the time of the drawing and shall not be transferable. Drawing to be held: Gilmanon Old Home Day, August 19, 2023, at Smith Meeting House.

Given under our hands this 01st day of May, 2023.

Selectmen, Town of Gilmanon, NH

---

Mark E. Warren, Chairman

---

Vincent A. Baiocchetti, Vice-Chairman

---

Evan J. Collins, Selectman



# Gilmanton

## NEW HAMPSHIRE

Official Town Website

Published on *Gilmanton NH* (<https://www.gilmantonnh.org>)

[Home](#) > [Raffle Permit](#) > [Webform results](#) > Submission #1

### Submission information

Form: [Raffle Permit](#) <sup>[1]</sup>  
Submitted by [esmith](#) <sup>[2]</sup>  
April 25, 2023 - 12:57pm  
65.175.133.133

### Requester Name

Paula Gilman

### Requester Email

pglm@metrocast.net

### Requester Address

50 Hawkins Ln

### Requester Phone

6033935761

### Organization Name

Lower Gilmanton Community Club

### Organization Email

lgcc1927@gmail.com

### Organization Address

PO Box 143, Gilmanton, NH 03237

### Organization Phone

6033935761

### Describe Activity

Ongoing raffle over multiple events such as LGCC yard sale - Memorial Day, 4th of July, Old Home Day.

### Location of Activity

Various.  
LGCC yard sale, 1218 Province Rd, Gilmanton  
4th of July, Corners  
Old Home Day, Smith Meeting House

### Date of Activity

May 27, 2023

### Time of Activity

8:00 am

[Home](#) » [Raffle Permit](#) » [Webform results](#)

# Submission #1

[View](#)

[Edit](#)

[Delete](#)

Welcome to the website. For Help Documentation & Videos, please visit our [Municipal User Center](#) or, for schools, visit our [Schools User Center](#). **It is recommended you write down the following credentials to login to the User Center - Username: "CivicOpen" and Password: "ClientUser10!"**

[Previous submission](#)   [Next submission](#)

[Print](#)   [Resend e-mails](#)

### Submission information

Form: [Raffle Permit](#)  
Submitted by [esmith](#)  
April 25, 2023 - 12:57pm  
65.175.133.133

### Requester Name

Paula Gilman

### Requester Email

pglm@metrocast.net

### Requester Address

50 Hawkins Ln

### Requester Phone

6033935761

### Organization Name

Lower Gilmanton Community Club

### Organization Email

lgcc1927@gmail.com

### Organization Address

PO Box 143, Gilmanton, NH 03237

### Organization Phone

6033935761

### Describe Activity

Ongoing raffle over multiple events such as LGCC yard sale - Memorial Day, 4th of July, Old Home Day.

### Location of Activity

Various.  
LGCC yard sale, 1218 Province Rd, Gilmanton  
4th of July, Corners  
Old Home Day, Smith Meeting House

### Date of Activity

May 27, 2023 - Aug 19<sup>th</sup>, 2023.

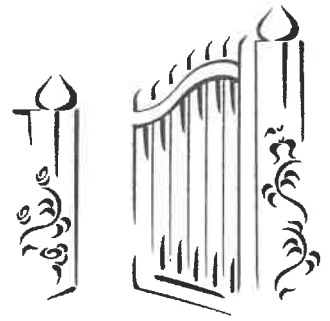


# TRUSTEES OF CEMETERIES

Post Office Box 119

Town of Gilmanon, New Hampshire 03237-0119

[cemeteries@gilmanonnh.org](mailto:cemeteries@gilmanonnh.org) [www.gilmanonnh.org/cemetery-trustees](http://www.gilmanonnh.org/cemetery-trustees)



April 20, 2023

Board of Selectmen  
Town of Gilmanon  
P.O. Box 550  
Gilmanon, NH 03237

RE: Donations – 2019 McIntyre General Care Fund

Dear Board Members,

I am enclosing two additional cash donations of \$25 each for deposit into the existing McIntyre General Care Fund. This was received in memory of Carl E. Moorehead, cemetery maintenance provider from 1996-2019. Please act to “accept” the donations and forward to the Trustees of Trust Funds for deposit.

Motion Format: I move to accept the donations amount of \$50 to be deposited into the existing 2019 McIntyre General Care Fund and direct the donations be forwarded to the Trustees of Trust Funds for that purpose.

Please do not hesitate to contact me with any questions regarding this matter. Thank you!

Sincerely,

Candace L. Daigle  
Cemetery Trustee

cc: Neil Roberts

Enc.

BOARD OF SELECTMEN  
TOWN OF GILMANTON  
P.O. BOX 555  
GILMANTON, NEW HAMPSHIRE 03237  
(603) 267-6700

Date: \_\_\_\_\_

To: Town of Gilmanton Trustees of Trust Funds

We accept the sum of: \$50

From: Sue McIntyre by way of Carl Moorehead

Suzanne & William Christie

Purpose: In memory of Carl E. Moorehead

To be deposited into: 2019 McIntyre-General Care Fund

Board of Selectmen

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Record of Donations in Memory of Carl E. Moorehead to be deposited into the 2019 McIntyre-General Care Fund

Donor#	Rec'd	Amount	Donor	Ck #	Ck Date	Payable To	Drawn on	Date of TU Ltr	Date of Family Notifica	Date to BOS	Confirm Receipt/ Deposit by TTF
1	12/30/22	\$20.00	Teresa Ferrara Michael Amaral PO Box 308 Gilmanton, NH 03237	2636	12/30/2022	Gilmanton Trust Fund Trustees	Northway Bank	1/10/2023	1/23/2022	1/23/2022	3/9/2023
2	01/04/23	\$25.00	Virginia Hiltz PO Box 268 Gilmanton, NH 03237	4343	1/2/2023	Gilmanton Trust Fund Trustees	NHFCU	1/10/2023	1/23/2022	1/23/2022	3/9/2023
3	01/05/23	\$25.00	Nancy Hunter-Rowley 107 Oakcrest Ln Gilmanton, NH 03237	10085	1/3/2023	Gilmanton Trust Fund Trustees	Citizens	1/10/2023	1/23/2022	1/23/2022	3/9/2023
4	01/05/23	\$25.00	L. John & Carol Spring 9 Twin Pon Circle Exeter, NH 03833-4731	2825	1/3/2023	Gilmanton Trust Fund Trustees	Citizens	1/10/2023	1/23/2022	1/23/2022	3/9/2023
5	01/06/23	\$100.00	Raymond & Candace Daigle PO Box 119 Gilmanton, NH 03237	1526	1/10/2023	Gilmanton Trust Fund Trustees	BNH	1/10/2023	1/23/2022	1/23/2022	3/9/2023
6	01/09/23	\$100.00	David & Karen Jenkins 616 Elm Street Laconia, NH 03246	3068	1/5/2023	Gilmanton Trust Fund Trustees	Meredith Vill Sav Bank	1/10/2023	1/23/2022	1/23/2022	3/9/2023
7	01/09/23	\$50.00	Anne & Andy Bartlett 111 Griffin Rd Gilmanton, NH 03237	2932	1/4/2023	Gilmanton Trust Fund Trustees	BNH	1/10/2023	1/23/2022	1/23/2022	3/9/2023
8	01/12/23	\$100.00	Lenny and Dana Quinn 554 Wandering Way Elkins, AR 72727	4047	1/7/2023	Gilmanton Trust Fund Trustees	Arvest Bank	1/23/2023	1/23/2022	1/23/2022	3/9/2023
9	01/17/23	\$100.00	John & Carolyn Dickey 8 High Street Gilmanton, NH 03237	1436	1/11/2023	Gilmanton Trust Fund Trustees	Meredith Vill	1/23/2023	1/23/2022	1/23/2022	3/9/2023
10	01/17/23	\$200.00	Forrestene & John Keenon 3570 E Hurley Road Midland, MI 48642	2780	1/13/2023	Gilmanton Trust Fund Trustees	Members First Credit Un	1/23/2023	1/23/2022	1/23/2022	3/9/2023
11	01/20/23	\$25.00	Karen Fortin PO Box 375 Gilmanton, NH 03237	7416	1/25/2022	Gilmanton Trust Fund Trustees	BNH	1/23/2023	1/23/2022	1/23/2022	3/9/2023
12	01/21/23	\$25.00	Susan McIntyre 9324 27th Avenue Eau Claire, WI 54703	1529	1/21/2023	Gilmanton Trust Fund Trustees	Orig ck was to CLD. She cashed and wrote her check GTFT to replace-BNH	1/23/2023	1/23/2022	1/23/2022	3/9/2023
13	01/21/23	\$50.00	Cindy & Paul Guldmond 634 NH Route 175 Campton, NH 03223	235	1/15/2023	Gilmanton Trust Fund Trustees	BNH	1/23/2023	1/23/2022	1/23/2022	3/9/2023
14	02/10/23	\$25.00	Susan McIntyre 9324 27th Avenue Eau Claire, WI 54703	cash	n/a	n/a	Orig ck was to Rick & Doreen Moorehead. They cashed and gave cash to replace	2/11/2023	2/11/2023	2/11/2023	3/9/2023
15	03/18/23	\$25.00	Susan McIntyre 9324 27th Avenue Eau Claire, WI 54703	Check	3/7/2023	Candice Daigle Ceme Trste	Orig ck was to Shane & Kathy Moorehead. They cashed and wrote replacement ck	3/18/2023	3/18/2023	3/18/2023	
16	03/26/23	\$25.00	Susan McIntyre 9324 27th Avenue Eau Claire, WI 54703	Check	3/26/2023	Gilmanton Cemetery Trustees	Orig ck was to Carl Moorehead. They cashed and wrote replacement ck	4/20/2023	4/20/2023	4/21/2023	
17	04/10/23	\$25.00	Suzanne & William Christie 118 Allens Mill Road Gilmanton, NH 03237	3831	4/10/2023	Cemetery Trust Fund Trustees	Northway Bank	4/20/2023	4/20/2023	4/21/2023	
Total		\$945.00									



## Amanda Davis

---

**From:** Bre Daigneault  
**Sent:** Friday, April 28, 2023 11:24 AM  
**To:** Amanda Davis  
**Subject:** BOS Agenda

ZBA Re-appointments  
Nate Abbott  
Perry Onion

Credits & Exemptions  
423-039  
415-024  
119-108  
101-006  
120-058  
423-066  
406-035  
424-043  
110-035

Bre Daigneault  
Community Development Director  
Town of Gilmanon  
PO Box 550  
503 Province Rd.  
Gilmanon, NH 03237  
603-267-6700 ext. 122  
[BDaigneault@gilmantonnh.org](mailto:BDaigneault@gilmantonnh.org)



# OLD BUSINESS



**Update- Transfer Station**

**04-27-2023**

**Information for the Public:**

- Three employees had been terminated on 04-19-2023 for a cumulative 32 personnel policy violations.
- The issues that have been presented after the termination, the conditions of the facility are not in full compliance with Dept. of Environmental Services standards. *See attached pictures\**
- DES had been contacted for approval to determine that the facility could be operated for household trash with the (1) Primary Operator, this was confirmed and the facility was allowed to remain open for household trash only.
- DES came out for a site inspection on 04-24-2023
- **The facility was found with significant deficiencies, some requiring immediate action;**  
*The full DES report is expected in the near future.*
  1. **Batteries-** improperly stored, removed immediately- All visible batteries have been removed on 04-26-23 by North Coast Services
  2. **Fencing-** to barricade the portion of the facility that cannot be accessible to the public at this time- East Coast Fencing is coming out on May 02<sup>nd</sup> to discuss the needs of the facility.
  3. **Propane cylinders not properly stored-** This has been scheduled for 04-28-2023- North Coast Services
  4. **Barrels-**Significant amounts of barrels that have not been identified, are not placard and represent a hazard to the facility, and need to be removed immediately.
  5. **Hazardous Waste-** A hazardous waste cabinet represents a potential fire hazard and spill hazard
  6. **Improperly positioned/storage refrigerators-** Freon has been disposed of properly by North Coast Services
  7. **Loose Trash-**Large amounts of free trash throughout the property and along the property line
  8. **Updated Facility Permit-**The facility permit was not posted visibly or anywhere per state rules. The permit will need to be updated in the future but is not an immediate concern.
  9. **Missing Records-** Quantities, type, source, and destination records are required to be maintained at the transfer station.

**Other areas of concern:**

- **TV Disposal-** This request has been made, and we are waiting for the scheduled date and time.
- **Tire Disposal-** Approximately 109+/- tires waiting for pick-up. This request has been made, we are waiting for the scheduled date and time.
- **Scrap Metal-** A load has been ordered, and pick-up has been scheduled for Monday, May 01<sup>st</sup>.
- **Plastic Bales-** Pending pick-up
- **Aluminum/Steel-** Pending pick-up
- **Ecosmith Recyclers/ clothing bin-** Picked up 04-26-23
- **Light Bulbs-** picked up with the batteries on 04-26-23
- **Equipment-** An appointment for service has been scheduled, the office was notified that there had not been annual service since 2021. There had only been appointments to address problems as they arose.

**Open Position:** The Foreman job description for the Transfer Station has been placed on the website, NHMA, and the newspaper.

**Septic pumped-04-27-23:** Rowell's Septic came out to pump the tank.

- There are a few concerns, including a large number of feminine hygiene products in the tank. The filter was floating in the tank, and it is no longer working to filter out debris. The filter has to be cleaned out every six months per the contractor.
- Only one manhole cover is present for the outlet, the inlet is not visible but the contractor stated they are generally about 4-6 ft away from each other. To find the inlet the pavement would have to be exposed. The Administrative Assistant will call around to all the local companies to see if they have ever serviced the system as we have no service records for it. We will reach out to an additional contractor for a second opinion.

**Single Stream Container:** Waste Management was supposed to deliver the container tomorrow, however, the box that they received has been damaged and needs repairs, our local facility is expecting a newer container tomorrow but will need to be inspected before it can be scheduled for delivery. Once the covered container is delivered it will be accessible to the public once temporary fencing is in place.

**Fire Dept- Controlled Burn- Next Week:**

This effort will take care of the remaining pile and free up the area. It was Chief Hempel's recommendation in the past not to take compost and brush. Jim Hurst has supported that initial recommendation because we do not have enough space to hold the material and safely burn it. He stated that Gilford burns regularly with roughly 15 acres of space. Our area is approximately an acre.

**Compost, Glass, Burn, and Scrap Metal Area:**

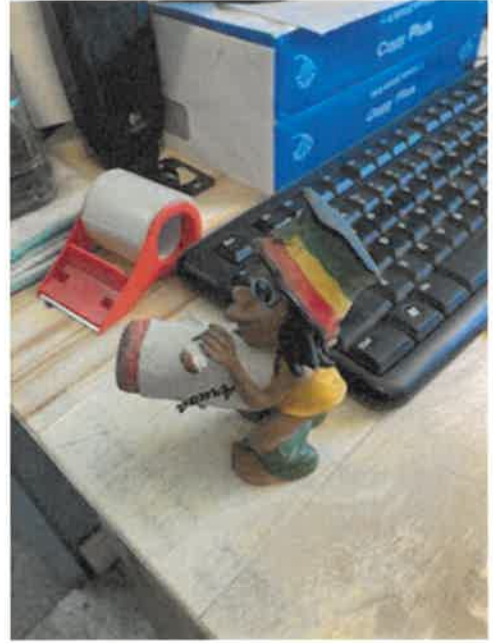
- Pending Estimate: Wolcott and Busby will be producing an estimate to remedy the back glass, scrap/fridge, compost, and brush areas once the scrap has been taken and the controlled burn has been done by the Fire Dept.
- They are going to bury the crushed glass and compost where the current scrap pile is and put a foot of material over it so that the ground has a harder base than the poor base that is there now. They will be creating a berm with the rest of the material along the north side/away from the property line so as not to breach the property line in the future. The newly reclaimed area will be leveled out and completely cleared of the old containers and materials.
- They will be removing the trailers and the old containers.
- See the attached site map for the rough plan

**Water System:** When the Board has received the quotes for the interior infrastructure projects the water system can be addressed. We have the quote in the amount of \$6,464.00.

**Items pending:**

- Hazardous Waste Pick-up- Scheduling required
- The Town of Wakefield offered to help, waiting to hear about a schedule
- The Town of Moultonborough reached out on Friday, waiting to hear back.
- Inmate Program- Sergeant checking on inmates with certifications, reaching out to Allenstown
- Interior clean-up of recycling material is required to be done by certified individuals
- Clean-up for various household items needs to be placed in the C & D container.
- Contractor for infrastructure update to office and bathroom and other interior upgrades. - Calls have been made awaiting a response
- Dumpster Depot- Called and awaiting scheduled pick-up

All in all, we have a lot of moving parts with this Department due to the deficiencies but a significant amount of planning, scheduling, and work has been done in the last nine days. As estimates are received the Board will be informed.





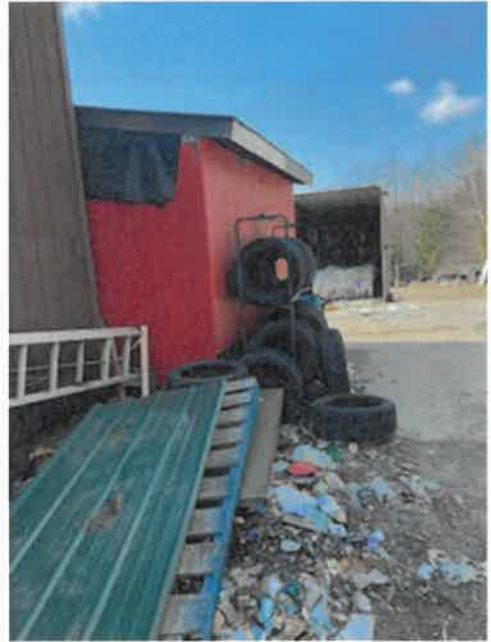














# **SELECTBOARD ITEMS, FYI'S, & OTHER TOPICS**



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.  
Commissioner

RECEIVED  
APR 19 2023

David Rodrigue, P.E.  
Assistant Commissioner

Andre Briere, Colonel, USAF (RET)  
Deputy Commissioner

BY: .....

2023 DISTRICT RESURFACING PROGRAM  
State funded

Bureau of Highway Design  
Room 200  
Tel. (603) 271-2171  
Fax (603) 271-7025

March 10, 2023

TOWN OF GILMANTON  
503 PROVINCE RD  
GILMANTON NH 03237

To Whom It May Concern:

This is to notify you that the New Hampshire Department of Transportation has identified state road(s) within your Town for paving in 2023. This information is provided in hopes that it will assist you in coordinating your community's maintenance activities such as crosswalk striping, underground utility projects, trenching, and curb or sidewalk work prior to the road resurfacing activities. This is particularly important for manholes and other structures within the pavement limits as significant depressions can develop if they are not set to the proper grade. If appropriate, please advise local utilities to prepare for the proposed resurfacing as it is their responsibility to make adjustments as required to accommodate the paving. If any crosswalks along the sections identified for paving have been proposed by the Department to be relocated, eliminated or require additional enhancements to remain, the appropriate documents are included as part of this communication and must be returned by May 1, 2023.

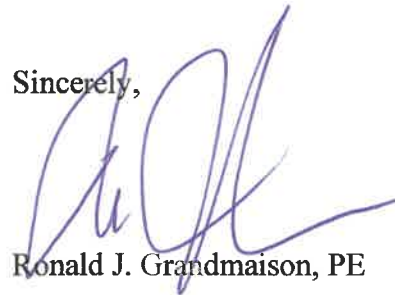
**Please be aware that the State Legislature has delegated the Commissioner of the Department with the full authority to control traffic in highway/bridge construction work zones on Class I, II and III highways. The Department, as of April 1, 2013, will only compensate for the use of police officers that have successfully completed an NHDOT approved course on the Safe and Effective Use of Law Enforcement in Work Zones. Prior to commencement of the work, the Department will send notice of a preconstruction meeting. You are invited to attend this meeting as project schedule and anticipated traffic control measures are among the topics discussed.**

Also, be advised that the Department does not resurface any on-street parking spaces along the roadway as part of these resurfacing projects, however, municipalities can make arrangements with the contractor, at their own expense, to have the spaces resurfaced while the contractor is in the area.

You will be contacted should the Program be changed due to funding or pavement conditions of the identified sections. Once a contract and schedule of work has been approved, the Contractor is required to provide written notice to your town between 7 and 14 workdays in advance of any final paving.

If you have any questions or would like to discuss this project further, feel free to call me at 603-271-6198 or send an e-mail to [Ronald.J.Grandmaison@dot.nh.gov](mailto:Ronald.J.Grandmaison@dot.nh.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Grandmaison', written over the word 'Sincerely,'.

Ronald J. Grandmaison, PE

Project Manager

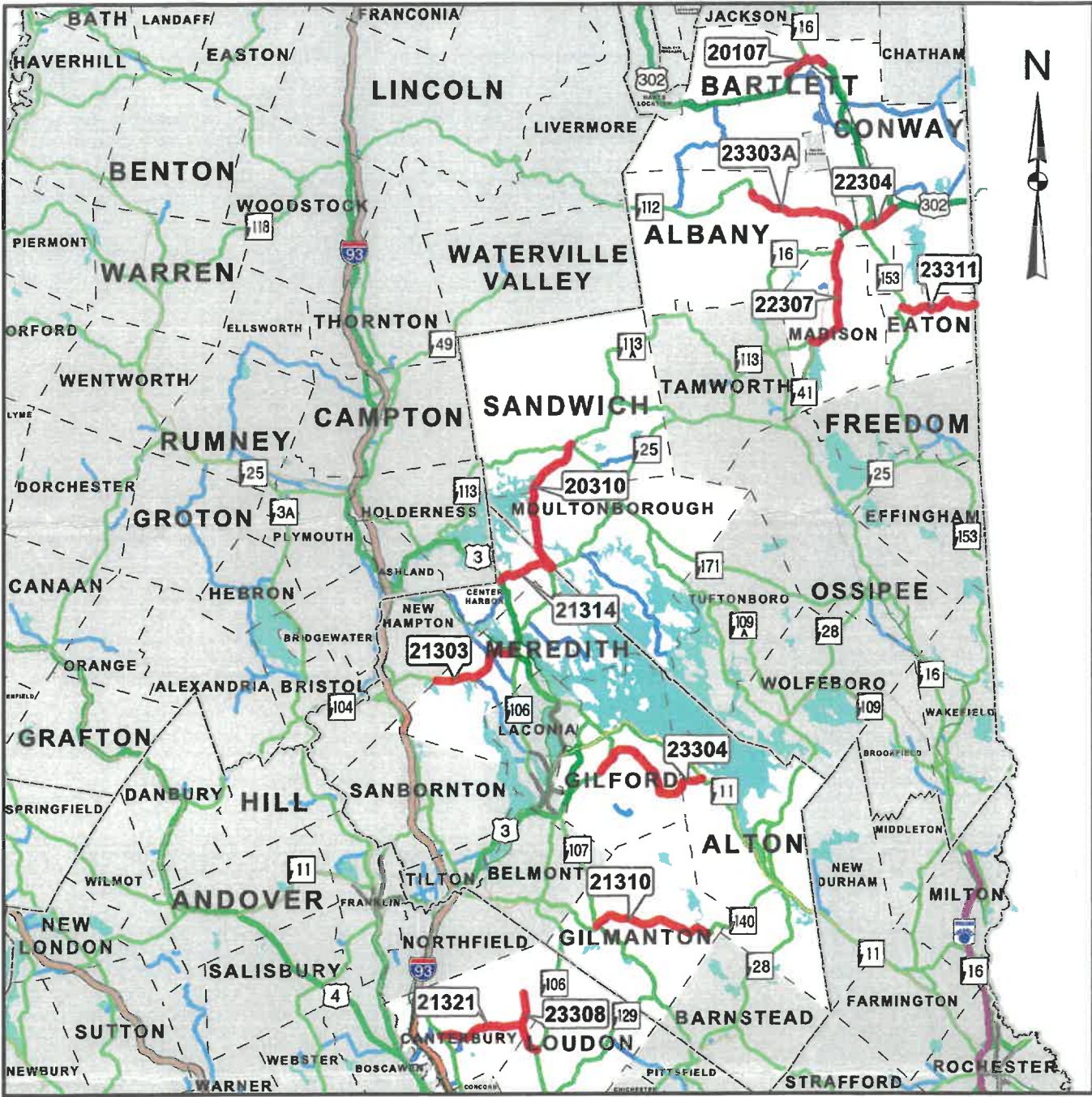
Chief of Pavement Design

RJG/stp

Enclosures

cc: Police Chief, Town of

# DISTRICT 3 - 16163L



**LEGEND**

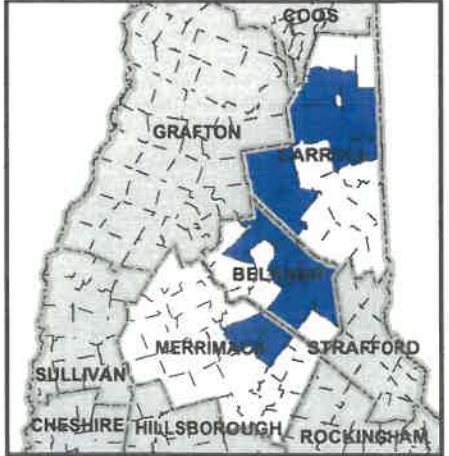
- 16163L
- - - Turnpikes
- Interstates
- US Routes
- State Routes
- Unnumbered Routes
- Urban Compacts

*New Hampshire*  
**DOT**  
 Department of Transportation

**State #: 16163L**

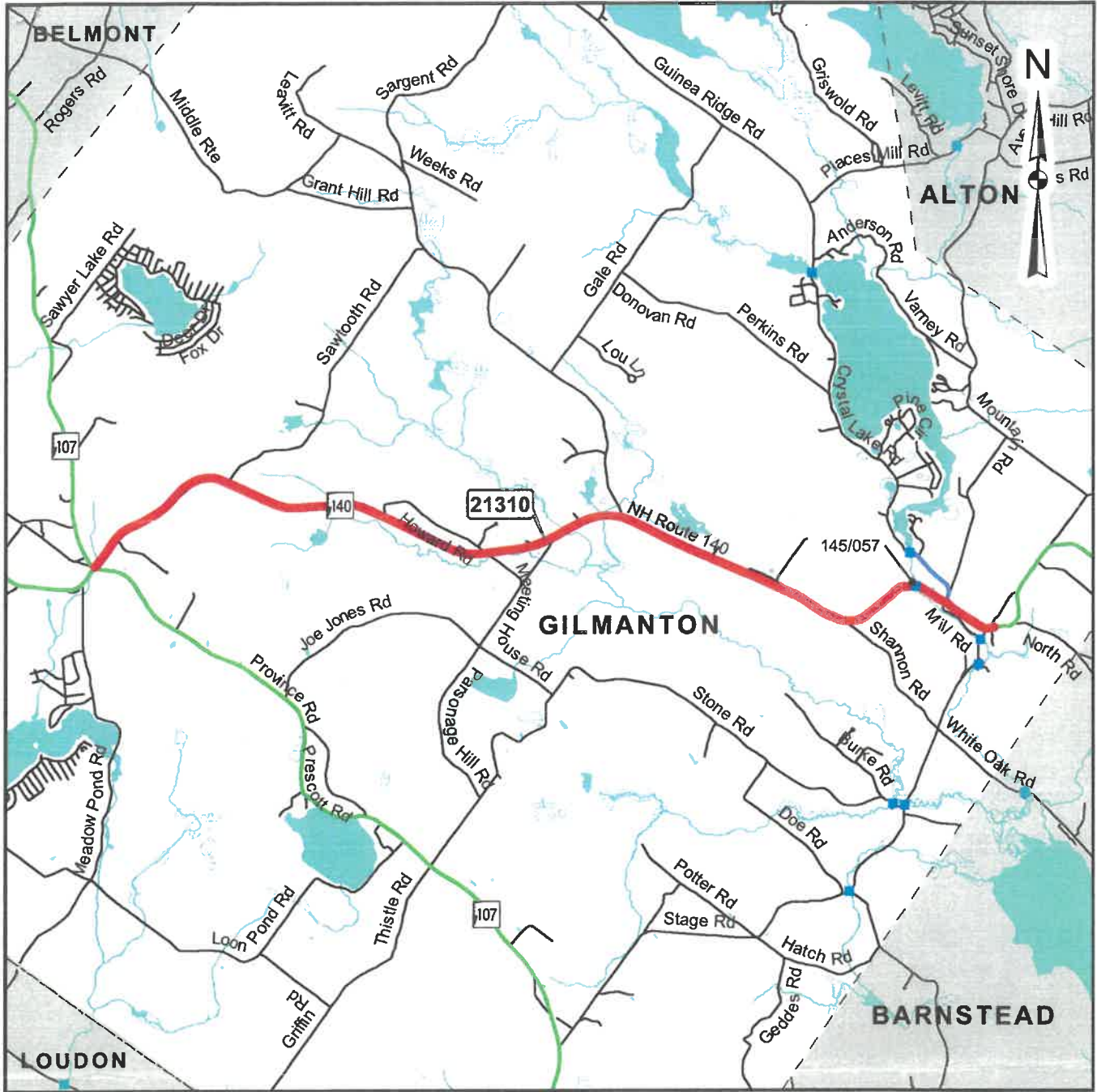
**MASTER**

**LOCATION MAP**





# Gilmanton - NH 140



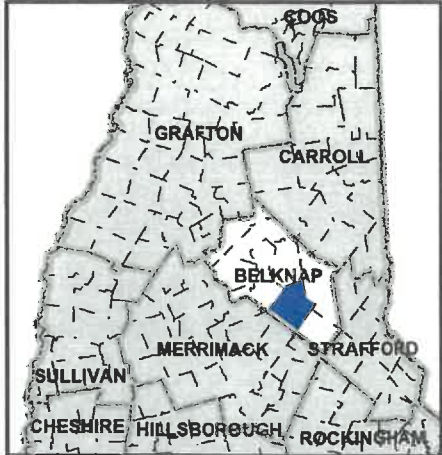
**LEGEND**

- 21310
- State Routes
- Unnumbered Routes
- Local Roads
- Streams
- Water Bodies
- Swamps

*New Hampshire*  
**DOT**  
Department of Transportation

**State #: 16163L**  
**Paving ID: 21310**


**LOCATION MAP**



STATE OF NEW HAMPSHIRE  
INTRA-DEPARTMENT COMMUNICATION



DATE: April 12, 2023

FROM: Jay Hargy, P.E., P.G.   
Dam Safety Engineer  
Dam Safety & Inspection Section

AT(OFFICE): Water Division  
Dam Bureau

SUBJECT: D091003, Shellcamp Pond Dam, Gilmanston  
Hazard Classification: Low, Condition Assessment Rating: Satisfactory  
Inspection Notice (IN)

TO: Corey Clark, P.E.  
Chief Water Resources Engineer

The New Hampshire Department of Environmental Services, Dam Bureau (NHDES) is responsible for ensuring the safety of dams in New Hampshire through its dam safety program. In accordance with RSA 482:12 and Env-Wr 302.02, an inspection of the subject dam was conducted on May 12, 2022. The pool level was approximately 0.1 feet above the flashboards (2.1 feet gauge). The last NHDES scheduled inspection of this dam was on November 22, 2016.

You should implement the following recommendations, which are aimed at improving the condition of the dam and extending its longevity, at the earliest practical date.

1. Continue to monitor and evaluate structural portions of the dam and complete maintenance as required. All deterioration of structural components, including deterioration noted herein, should be inspected, evaluated, monitored, and addressed or repaired as necessary to ensure that the project remains in an adequate structural condition for safe operation. All steel portions of the project should also be periodically inspected and repaired as necessary to ensure section integrity.
  - a. The crack at the connection between the right upstream cutoff wall and right bedrock abutment was eroded below normal pool level (see IMG\_0830). The cutoff wall had exposed aggregate below normal pool level.
  - b. The vertical crack in the cutoff wall approximately 15 feet right of the stoplog bay had minor efflorescence buildup (see IMG\_0827).
  - c. Minor efflorescence was noted in mostly horizontal and vertical cracks within the right stoplog bay wall (see IMG\_0822).
  - d. A small crack with slight efflorescence was noted in the top of the right stoplog bay wall (see IMG\_0826).
  - e. Minor efflorescence build up was noted in the right stoplog slot near the top of wall.
  - f. Exposed aggregate was noted in the stoplog bay in areas typically wet.
  - g. The construction joint between the catwalk slab and right spillway training wall had minor separation (see IMG\_0807). Most construction joints were tight.

Shellcamp Pond Dam, D091003  
Inspection Notice  
April 12, 2023  
pg. 4

Should you consider performing modifications to the dam that meets the definition of “reconstruction” (see RSA 482:2X), then a more in-depth analysis of the dam related to its watershed, structural characteristics and hazard classification must be completed to assure that modifications are made that meet the design requirements consistent with current dam safety regulations. Please contact the Dam Bureau for further guidance if reconstruction is considered. Additional information specific to dams and dam-related topics may be viewed at the NHDES Dam Safety website:  
<https://www.des.nh.gov/water/dam-maintenance-and-management>.

If the condition of the dam has changed since the inspection, or if you have any other questions or comments related to the dam, please contact me at 271-4162 or via email at [james.a.hargy@des.nh.gov](mailto:james.a.hargy@des.nh.gov).

Attachment: Inspection Photos  
cc: Dan Mattaini, P.E., Administrator, Operations & Maintenance Section  
cc: Town of Gilmanton ✓

JAH\was\s:\WD-Dam\damfiles\D091003\Insp Docs\20230412 D091003 IN.docx

Shellcamp Pond Dam - Gilmanton, NH  
NH No. D091003

Select Inspection Photos - May 12, 2022



IMG\_0793



IMG\_0796



IMG\_0797



IMG\_0798

Shellcamp Pond Dam - Gilmanton, NH  
NH No. D091003  
Select Inspection Photos - May 12, 2022



IMG\_0800



IMG\_0807

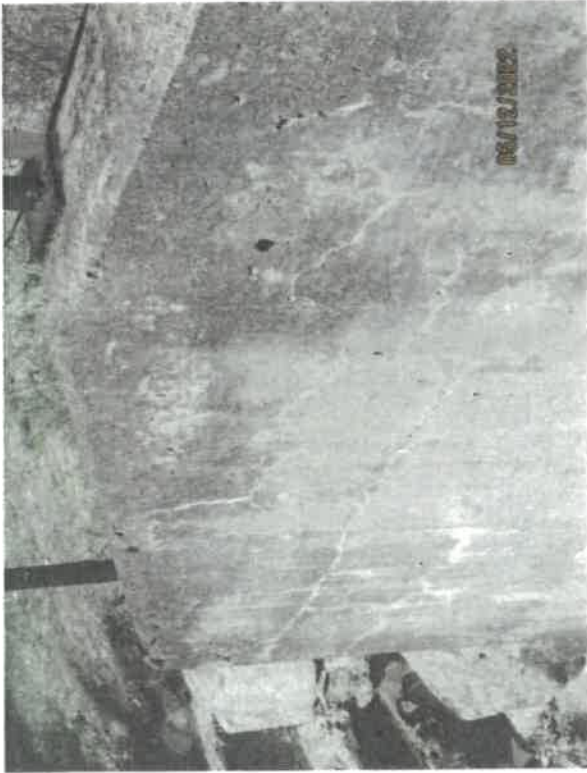


IMG\_0814

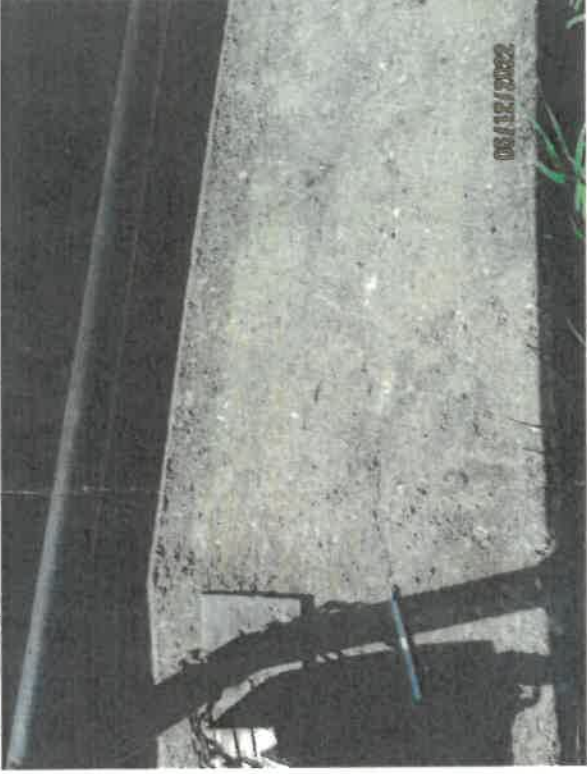


IMG\_0817

Shellcamp Pond Dam - Gilmanton, NH  
NH No. D091003  
Select Inspection Photos - May 12, 2022



IMG\_0822



IMG\_0826



IMG\_0827



IMG\_0830



William Cass, P.E.  
Commissioner

THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



David Rodrigue, P.E.  
Assistant Commissioner  
Andre Briere, Colonel, USAF (RET)  
Deputy Commissioner

April 21, 2023

Heather Carpenter  
Interim Town Administrator  
Town of Gilmanton  
PO Box 550  
Gilmanton, NH 03237

RE: GILMANTON #16234  
Crystal Lake Road over Nelson Brook – Br. #174/094  
**FINAL REIMBURSEMENT**

Dear Ms. Carpenter:

This letter will serve as notification that our office has processed your request for reimbursement of costs on the above-referenced project. The payment will be sent directly to the Town from the State of NH Treasury Department. **If you do not receive reimbursement within three weeks, please contact our office at 271-8205.**

The above-mentioned reimbursement will represent final payment in the amount of **\$448,656.69** for the State’s share of project-related charges. The breakdown is as follows:

Preliminary Engineering	
– Hoyle, Tanner & Associates, Inc.	\$ 229,660.48
Construction	
– R.S. Audley, Inc.	\$ 944,984.13
– Hoyle, Tanner & Associates, Inc. – CE	\$ 115,663.74
Total Project Cost	\$1,290,308.35
80% State Share	\$1,032,246.68
Less Previous Payment(s)	\$ 583,589.98
<b>Total due to Town</b>	<b>\$ 448,656.69</b>

**Please confirm in writing that consultant and contractor performance evaluation forms provided in Attachment C of the Process for Bridge Aid, Municipally-Managed Projects have been completed and submitted to NHDOT’s Assistant Director of Project Development.**

If you have any other questions or concerns, please feel free to contact me.

Sincerely,

Leah M. Savage, PE  
Project Manager  
Bureau of Planning and Community Assistance  
Telephone: (603) 271-2707

LMS/jms

**PUBLIC COMMENT**



## **NON-PUBLIC Pursuant to RSA 91-A:3, II**

*Non-public meetings must be opened in and closed in public sessions by way of a motion of the Board. The Reasons for holding the non-public session will be stated by the Chairman.*

*A nonpublic session is something that meets the definition of a meeting, but which the public cannot attend. RSA 91-A:3, I. All of the formalities of a meeting apply to a nonpublic session except for the "open to the public" requirement. So, when a quorum of the board members is gathered to talk about or vote on any official business, it is a meeting. If they want to exclude the public from that discussion, they can do so only for the specific reasons listed in RSA 91-A:3, II*

*Specific Statutory Reason cited as foundation for the non-public session:*

- ***RSA 91-A:3,II(a)*** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*
- ***RSA 91-A:3, II(b)*** *The hiring of any person as a public employee.*
- ***RSA 91-A:3, II(c)*** *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
- ***RSA 91-A:3, II(d)*** *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- ***RSA 91-A:3, II(e)*** *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*
- ***RSA 91-A:3,II(i)*** *consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*
- ***RSA 91-A:3, II(l)*** *allows a public body to enter non-public session to consider advice received from legal counsel, either orally, in writing, even if legal counsel is not present.*

## **ADJOURNMENT**

*Thank you for your interest in the Board of Selectmen Meeting.*

*We welcome and appreciate your time and attendance.*