



**SELECTMEN'S OFFICE  
TOWN OF GILMANTON**

PO Box 550, Gilmanton, NH 03237

Ph: (603) 267-6700

Fax: (603) 267-6701

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

**Board of Selectmen Meeting**

**DRAFT**

**April 1, 2024 – Academy Building 5:00 p.m.**

**CALL TO ORDER – ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**Present:** Chairman Mark Warren, Vice-Chairman Vincent Baiocchi, Selectmen Evan Collins, Town Administrator Heather Carpenter,

**Public:** Paul Blanc – Norway Plains, Brouillard Kevin Crowley, Rich Maher, Patrick Hackley, Mike Greer, Ashley Greer, Rhiannon Fee, Sandi Guarino, Don Guarino

**\*MEETING MINUTES SUBJECT TO CHANGE AFTER REVIEW\***

**Motion:** On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to move into Non-Public 91-A:3 (b). (3-0)

**NON-PUBLIC 91-A:3 (b) – Hiring**

RSA 91-A:3, II (b) The hiring of any person as a public employee.

**Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to come out of Non-Public 91-A:3 (b). (3-0)

5:37 p.m.

**Motion:** On a motion by Vice Chairman Baiocchi and seconded by Selectman Collins it was voted to hire Rhiannon Fee, as a full-time Executive Assistant for the Police Department. Her salary will be Grade 13, Step 5 based on a 40-hour work week, eligible for overtime. She will be a probationary employee for a period of 6 months. She will be eligible for all the benefits that the town provides and will participate in NH Retirement, Group 1. (3-0)

**Motion:** On a motion by Vice Chairman Baiocchi and seconded by Selectman Collins it was voted to hire Alexander Greer as a full-time Police Officer with the Gilmanton Police Department. His salary will be Grade 12, Step 13 on a rate, and be paid time and a half as an hourly employee. He will receive \$3 of call per hour. He will be on a 12-month probationary period and required to attend the NH Police Academy. He will receive the town benefits and be paid a \$15,000 stipend over the next three years. He will live within a 20-mile driving period. He will participate in Group 2 Retirement in the State of NH. (3-0)

**SWEARING IN OF POLICE OFFICER ALEXANDER GREER**

**MEETING MINUTES APPROVAL**

1. **12-18-2023** – Non-Public Minutes
2. **01-02-2024** – Non-Public Minutes
3. **01-15-2024** – Non-Public Minutes
4. **03-04-2024** – Public Minutes
5. **03-12-2024** – Public Minutes
6. **03-14-2024** – In progress
7. **03-18-2024** – Public Minutes

**Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to approve the Non-Public Minutes from 12-18-23, 01-02-24, 01-15-24. (2-0)

**Motion:** On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to approve the Public Minutes from 03-04-24. (3-0)

**Motion:** On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to approve the minutes 03-12-24 and 03-18-24. (2-0) *Selectman Collins abstained from 03-12-24, (3-0) for 03-18-24.*

47  
48 **CONSENT AGENDA**

49 **8. Community Development –**  
50 Credits and Exemptions

- 51 • 426-009, 128-002, 418-098, 406-021, 405-031, 421-010, 421-013, 120-041, 119-212, 408-025.

52 **Motion:** On a motion by Chairman Warren and seconded by Vice Chairman Baiocchetti it was voted to approve  
53 the consent agenda as presented. (3-0)  
54

55 Chairman Warren stated that he wanted to note for the record that an error was found in the Default Budget.  
56 They have checked with DRA (Department of Revenue Administration), the auditors, as well as legal counsel to  
57 determine how to best rectify it. There is a plan to fix the errors on the Default Budget. He noted there was  
58 some discussion from the residents in regards to the Default Budget so they wanted to inform the public that  
59 they did see the error and it is in the process of being corrected. They will be working with a close Default  
60 number, but different than the one that was voted on. The Budget will become more accurate to what the  
61 standards need to be.  
62

63 **NEW BUSINESS**

- 64 **9. Trustees of the Trust Funds - \$1,000 to be withdrawn from the Non-Capital Reserve “Insurance Claims”**  
65 **to reimburse the general fund for invoices expensed by the Police Department.**  
66 TA Carpenter noted there have been several claims this year and there is a fund they can draw from to  
67 cover the deductible costs.

68 **Motion:** On a motion by Selectman Collins and seconded by Chairman Warren it was voted to withdraw \$1,000  
69 from the NH-01-0124-0006 Non-Capital Reserve “Insurance Claim” to reimburse the general fund for the  
70 attached invoice expensed by the Police Department. (3-0)

- 71 **10. Trustee of the Trust Funds - \$3,343.88 to be withdrawn from the Non-Capital Reserve “Court Cases” to**  
72 **reimburse the general fund for invoices expensed for Sansoucy Associates for PSNH/Eversource Superior**  
73 **Court Case.**

74 TA Carpenter stated that this is for the ongoing PSNH lawsuit.

75 **Motion:** On a motion by Selectman Collins and seconded by Chairman Warren it was voted to be withdrawn  
76 \$1,000 from the NH-01-0124-0023 from the Non-Capital Reserve “Court Cases” to reimburse the general fund  
77 for the attached invoice expensed for Sansoucy Associates for PSNH/Eversource superior court case. (3-0)

- 78 **11. Trustee of the Trust Funds – *This information was presented as an update for the Selectboard, there was***  
79 ***an error that is being corrected and will be sent to the Selectboard once completed.***  
80

81 **OLD BUSINESS**

- 82 **12. Governor’s Rd Development – Norway Plains.**

83 Chairman Warren stated that the Selectboard has requested Norway Plains to be present and they  
84 wanted to be sure they are creating a pathway forward. The Selectboard has sought legal counsel  
85 because they thought there were some areas they may not have been as aware of and the intent of the  
86 application may have been correct, but they wanted some clarity on the language in regards to  
87 ownership and long-term maintenance of the project.

88 Paul Blanc – Stated that he received a letter from the Community Development Director and they also  
89 received some news from the State on this.

90 Phil Brouillard - Stated he knew the Selectboard understood 100% that Governor’s Road is a Town Road,  
91 owned by the Town. He stated there are responsibilities that go along with owning a road. He stated he  
92 wasn’t sure who looked it over for the Selectboard but didn’t know if they understood the road belongs  
93 to the town. The water coming off the road, across the other road, belongs to the Town. They haven’t  
94 done anything yet. He requested for the Selectboard to keep in mind that some of the responsibility

95 shifting that the Selectboard wanted to effectuate, that Norway Plains had taken care of the drainage  
96 and the water so there is no water coming off any individual lot. He stated it's the Town's road. You  
97 have to pave it, there is going to be water coming off of it, and the water is going to go somewhere and  
98 needs to be dealt with. He is going to let Paul discuss some of those issues, but what struck him about  
99 this is that perhaps the person didn't understand that this isn't just 50 acres somewhere and they're  
100 putting a private road. He stated that this didn't seem to recognize that.

101 Vice Chairman Baiocchetti stated it is a Class 6 road.

102 Phil Brouillard stated yes, but it's a Town road, and they are bringing it up to speed, but it still belongs to  
103 the Town. They will be bringing it up to the Town specifications and will be one of the best roads in  
104 Town when it's done. He stated that the application is going well and they received a letter with some  
105 notes and revisions that they want today that Paul is going to address.

106 Paul Blanc stated the manual put together may have caused some confusion. The manual provided was  
107 for the stormwater maintenance for the two ponds at the end of the road. The water coming off the  
108 Town road is directed to the two ponds before being discharged. No water from private lots will be  
109 going into the system. Those will be managed with the individual rain gardens. For each of the rain  
110 gardens, the homeowner will have to maintain them and there will be a deed written out. One of the  
111 comments they are addressing from DES is regarding that. They have done this in several towns and  
112 they are recorded. The rain gardens are the burden of the homeowner. Paul addressed the Selectboard  
113 and asked if he was answering the questions they had.

114 Chairman Warren stated yes, that was one of the questions because it appeared in the application. The  
115 wording was that the Town could potentially have to go onto private property to maintain the rain  
116 gardens because it didn't specify.

117 Phil Brouillard stated they would be happy to clarify and the town does not need to do that.

118 Paul Blanc stated the individual lot owners are required to construct rain gardens according to the  
119 approved plans. The rain gardens must capture and infiltrate all stormwater runoff on the roofs per the  
120 details of the plan. The current lot owner will record Deed restrictions for the construction and  
121 maintenance of the rain gardens prior to any offering of the properties for sale. Copies of the recorded  
122 Deed must be submitted to DES within 7 days of recording with the Registry of Deeds. After the sale of  
123 each lot the inspection and the maintenance requirements of the rain gardens will be the responsibility  
124 of the individual homeowner. The rain gardens will be inspected and maintained in accordance with  
125 ENV—WQ 1507.07 in the project inspection manual. All record-keeping will be required by the  
126 inspection manual maintained by the lot owner and made available to DES upon request. Photographs  
127 much accompany this submittal. Paul stated he hoped this addressed their question.

128 Chairman Warren stated that was one of them.

129 Paul Blanc discussed how to maintain the stormwater management system at the end of the cul-de-sac  
130 that is on private property. He stated there would be an easement that would be written in that would  
131 allow the Town to go onto that property to maintain the sand filter.

132 Paul Blanc stated the next question was regarding the town and the applicant entering into a  
133 development agreement related to upgrading the road and construction of the storm water  
134 infrastructure.

135 Phil Brouillard stated he could do a draft and submit it.

136 Paul Blanc stated the applicant supplies homeowner association covenants in the form and substance  
137 suitable to the Town reflecting the long-term maintenance inspection obligations of the storm water  
138 infrastructure.

139 Phil Brouillard clarified the individual ones will be done in the declaration of covenants and he stated he  
140 would be happy to the Selectboard. These would contain the same wording that Paul Blanc read to the  
141 Selectboard that the State is looking for, for the stormwater management.

Phil Brouillard stated the other thing that strikes him is how Paul Blanc designed the road, how he tried to keep it simple so the maintenance will be minimal.

Paul Blanc stated the maintenance for each one of these is that they are mowed to ensure no large trees are growing in the ponds.

Chairman Warren asked for clarity because some residents came and thought it was going to be a much larger maintenance issue. He asked what was the shape and size of these, can they be mowed around them, are they stone beds that layer into retention pods, or are they grass retention ponds.

Paul Blanc stated they would be lined with a seeded loam. He stated there is a swale that's 8 feet wide, and it will need to be maintained by mowing. The grass filters out particles and then it goes into a retention basin. It's similar to a leach field and you just want to keep it mowed.

Chairman Warren stated there was some concern over the visual impact going out onto Meetinghouse Rd.

Paul Blanc stated it the same way and he tiered that so it wouldn't be very deep and mowable.

Phil Brouillard stated it could be mowed once or twice a year. He stated they are going to have a homeowner's association so they could put it in the declaration that the homeowner's would pay to have that and maybe that would alleviate the Town's concern in that regard.

Paul Blanc stated the applicant supplies the Town with the necessary easements to sufficient to access and inspect the stormwater infrastructure.

Chairman Warren stated that becomes a non-issue because they wouldn't necessarily be going on private property, other than the one where there is an easement. But they would no longer have to go onto private property to take care of the rain gardens, so that is taken care of.

Paul Blanc stated when he designs these things he makes them as simple as possible because nobody maintains these things.

Selectman Collins asked about the rain gardens because they know someone will not maintain them.

Paul Blanc stated it's the same thing, that's why they have the inspection manuals and they have to submit it.

Phil Brouillard stated that the Selectboard is familiar with the area and they are looking at some expensive reproduction homes. He believes the people who are going to be up there are going to buy into it all and are the type of people that want to maintain their yard and be interested in maintaining their storm water. It will be someone who knows what they are getting into, and it's a special community.

Paul Blanc stated the rain garden is a depression that has plantings in it and you would take the normal foliage out, like the basic working of a regular garden. They are easy to maintain.

Paul Blanc stated that the applicant will pay for a third-party engineer to review the proposed construction details to ensure the development will not be adversely impacted.

Phil Brouillard stated in the minutes of the Planning Board meeting that Selectman Collins brought that up, and it was discussed extensively. He stated there are some issues with that. They thought with Norway Plains who has been used by the Town of Gilmanton as a third-party engineer previously, that they have a good reputation and are state licensed engineers. They did not ask for a waiver, they didn't request anything. Everything on the subdivision is viable. They submitted their AoT permit and have professionals looking it over. They are in the process of getting state subdivision and then those professionals are going to look at it. He stated it was the thought of the majority of the Planning Board that it would be more in the Town's best interest to have a Clerk of the works hired at the applicant's expense to inspect the road and the improvements as they are being constructed. This way they can make sure they are being designed and installed, and properly done to the plans. The plans have Norway Plains engineering stamp on them. If they do not work, the Town has recourse against Norway Plains because they are the engineer of record.

Phil Brouillard stated this is 1,300 feet of Town road that they are bringing up to Town standards. It is not the same as some complex engineering issue. They tried to make everything low maintenance. They are mowable swales, they're loamed, and seeded. They want it to be simple and country. He stated it is prudent to have them pay to make sure things are done right then to just have another engineer look it over. Because then they are in a conundrum on whose liability it is. They have been paid to take the liability and produce the plans, and their plans are going through the State right now. They'll be approved with some notes, and changes, and then they will get an AoT permit. There is nothing complicated or dangerous about the situation. He reiterated it would be one of the best roads in town when it's done. He believes the decision has already been made and they are doing everything in their power to create a great road and make it simple to maintain. He stated it's advantageous for the town to allow them to pay for someone to make sure it's done right.

Chairman Warren deferred to the other members of the board regarding an additional engineer to review the plans.

Phil Brouillard stated if the Selectboard decides on that, he strongly suggests they do this after the permit is issued. It makes sense for that person to review the permit and the plans at the same time.

Chairman Warren stated that he would give Phil and Paul some background of why there is a point of concern for this. He stated every decision they make can set a precedent. Even though Norway Plains is reputable, but what happens if there is a company not reputable, even though they have a stamp that should ensure that they are. Who reviews it to protect the town, and he's not saying that this project even needs the review. But who protects the best interest of the Town?

Phil Brouillard stated if the Selectboard was going to require that then it should be made as part of the Planning Board process. He stated the Planning Board extensively dealt with this issue and said that it makes sense for somebody to be there when it's done. At this time Norway Plains has been paid, they are going to have to pay the person who is going to be there to watch it, and then they are going to have to pay someone else to look at the 1,300 feet of road that is already there that belongs to the town and they are upgrading. These points might be well taken if a brand-new road was being built in the middle of nowhere, and requested to keep in mind that the road is already there. If the Selectboard requires that they want applicants to get third-party reviews, that should be done when the plans are submitted and the plans can be sent to an engineering company to review at that point, but not now.

TA Carpenter stated the Planning Board should have that as a part of their process, she doesn't disagree. But the Selectboard cannot make the Planning Board rules and regulations for them. So, the Selectboard's concerns are relevant, where the Planning Board was not concerned with it.

Phil Brouillard stated he was talking about his own opinion about the appropriateness of doing it at this point. He stated if they want to be upfront and fair, stick to a policy that everybody does that and that's where it should be. Not here, at this point.

TA Carpenter stated that she agrees, and for the record, the Selectboard cannot change the Planning Board process.

Chairman Warren stated that they had voted to vacate, but it has not been discussed with Phil Brouillard and Paul Blanc.

Phil Brouillard stated that maybe they could talk about the letter they received today and stated they were well into the process.

Paul Blanc stated that he believes the Community Development Director got a copy of the letter today. The letter stated the general requirements. They were asked to have a blasting plan if there was going to be blasting. He stated there is not going to be any blasting. He stated they want to know if there are any surface waters and then for them to ensure there is a seal from a wetlands scientist on it. He stated there is note keeping items, such as sand filter details, verifying calculations, project narrative, soil information, infiltration report, more testing to be done on the individual rain gardens, and more information about the IM manual, and photos after the rain gardens are inspected.

237 Chairman Warren stated that the issues that he heard from the residents, the Historic District planning  
238 board, and also the concerns brought to this Board. For the maintenance of the water structures, if  
239 there is a proposal to have HOA maintain those, the rain gardens will already be added to the individual  
240 deed restrictions or the protected covenants, that the HOA would be responsible for management of  
241 the storm water management swales. He stated they should have some discussion on third party  
242 review moving forward. And this probably something they would need to do for some of these  
243 applications, but he's not sure. Not necessarily in this case unless they saw some things of concern. He  
244 stated the letter of concern was reviewed by legal and they made a recommendation as well. He noted  
245 some of those recommendations gave them a reason to go back on some of the issues they talked  
246 about. Those issues have been addressed tonight.

247 Selectman Collins stated his concern would be the Town having to cross onto private property.  
248 Phil Brouillard stated it is required by DES.

249 Selectman Collins stated also, the maintenance around the ponds. He is not sure who they would even  
250 send out to maintain those. If that could be part of the HOA that would be a big deal for him. He asked  
251 if there was something brought up about how the permit was filed.

252 Chairman Warren stated the reason it was brought up is because it expressed liability on who is  
253 responsible. He stated they own the road, but they are not the ones developing the property.

254 Phil Brouillard stated it's a State form and someone has to be the owner, and that is the Town.

255 Paul Blanc stated that they have worked on projects owned by more than one owner and it gets  
256 complicated.

257 Chairman Warren stated in light of what they had heard this evening, he wanted to review the letter  
258 received from legal. The only other area of concern for him is how the arrangement will work between  
259 them for the agreement to develop the road.

260 Phil Brouillard stated that's a great idea. He thinks what they need to do with that is get plans that are  
261 approved with a valid AoT permit. And then either the Town or the developer in the Town has to ask  
262 the Town who they would like to be the Clerk of the Works. Then they should have an agreement that  
263 the developer is going to employ the person of choice to be the Clerk of the Works and these are the  
264 plans that he is going to supervise. The applicant will be responsible for reimbursing the Town so the  
265 Town can pay the Clerk of the Works. He stated the proper time and place to do that is when the plans  
266 are approved, when the permit is approved, and when the Town decides who they want to be the Clerk  
267 of the Works.

268 Chairman Warren asked if they foresee within that packet will be easements, covenants, and deed  
269 restrictions altogether.

270 Phil Brouillard stated they can give it altogether, but the documents are separate. There will be an  
271 agreement between the developer, the Town, and the Clerk of the Works and they'll take care of that  
272 issue. There will be a specimen deed and a declaration of covenants, and the development restrictions,  
273 and the HOA will have to do the mowing.

274 Paul Blanc stated as a requirement for DES, they have to submit suggested legal descriptions as part of  
275 the permit. So, they have already put together a certain drainage easement adjacent to the north side  
276 of Governor's Rd. and referenced the plans. They also have deed restrictions and maintenance  
277 inspections. He stated the State does a great job at protecting the public.

278 Vice Chairman Baiocchi stated the State does a good job of protecting the State and do nothing for  
279 the Town. He asked who was going to maintain the road and plow the road once this is built?

280 Paul Blanc stated it's a Town road.

281 Vice Chairman Baiocchi stated it's a Class 6 road and the Town does not maintain Class 6 roads.

282 Phil Brouillard stated it is not going to be a Class 6 road anymore.

283 Vice Chairman Baiocchi stated no, not until it's voted in by the Town.

284 Phil Brouillard stated the HOA will maintain it.

285 Vice Chairman Baiocchi clarified that they are not responsible for any maintenance.  
286 Phil Brouillard stated not until the Town accepts it.  
287 Chairman Warren stated that these are the things they are going to want to see in place so they agree  
288 on who is responsible for what. The areas of concern that the Selectboard had when they became the  
289 applicant have been addressed. Chairman Warren addressed TA Carpenter and asked her if she had  
290 captured what they agreed to tonight with regards to stating that as long as Norway Plains can provide  
291 individual deed restrictions, or things on the deed that DES is already stating regarding the rain gardens.  
292 In the HOA, an agreement that the developer is going to move that into the responsibility of the  
293 homeowners. This would include the mowing and plowing, if and when it becomes a town-maintained  
294 road. Chairman Warren addressed the other members of the board and asked if they were willing to  
295 forego the third-party review.  
296 Selectman Collins stated at this stage, he would be okay with that.  
297 Vice Chairman Baiocchi stated he is not okay with foregoing the third-party review.  
298 Chairman Warren stated that they need to make sure it's a little bit further in the process unless they  
299 find that it's a liability for them.  
300 Vice Chairman Baiocchi asked if it was the recommendation from staff and the attorney.  
301 TA Carpenter stated yes, it was recommended by staff, the planner, and the Town's attorney.  
302 Vice Chairman Baiocchi addressed Chairman Warren and asked if they were not going to take their  
303 expertise.  
304 Chairman Warren stated he thought that at this standpoint, with the engineered stamped plan, and in  
305 light of the review process and the thoroughness of the review, he feels at this stage to have a third  
306 party get involved may not be advantageous to the Town, but it might be. He stated he feels like it's not  
307 necessary because it's already been submitted.  
308 Vice Chairman Baiocchi stated that they need someone in their corner, and the State is not and the  
309 Selectboard has a responsibility to the public and to the Town.  
310 Chairman Warren stated he disagrees and that the State is looking a proper storm water management.  
311 He stated that he's not saying the third-party review moving forward is the plan to take, but he is just  
312 stating that he's not sure how it's beneficial at this point. Unless they create a stay, where they say to  
313 withdraw the application.  
314 Vice Chairman Baiocchi asked if they were doing that anyway?  
315 Chairman Warren stated no, because they had addressed the points of concern from his stand point.  
316 Vice Chairman Baiocchi stated the Selectboard was going to go against their legal advice?  
317 Chairman Warren stated he felt like the list of concerns were addressed. He stated the other members  
318 of the board could speak differently to it.  
319 Selectman Collins stated the one reason he would be okay at this point is because they do have the  
320 Clerk of the Works they will be able to hire to oversee and it's who they choose.  
321 Phil Brouillard stated they will make sure it's done right according to the plan.  
322 Vice Chairman Baiocchi stated that he is of the opinion to go against what the Town's staff members  
323 and what their legal department is saying is contradictory to him. He feels that the Selectboard should  
324 pay attention to who is responsible for protecting the Town.  
325 TA Carpenter asked a question regarding to a comment earlier in the meeting about complication with  
326 third party review. She asked Paul Blanc and what kind of complications he has seen.  
327 Paul Blanc stated they get review letters that state what may occur. He stated there are opinions in  
328 design and sometimes it's noted what might occur. He stated that the Clerk of the Works is going to  
329 have their own set of engineering plans that will have an engineer associated with that so they can  
330 address issues in the field rather than in pen and paper. The Clerk of the Works will pick up things when  
331 they do inspections.

332 TA Carpenter stated the concerns on the Selectboard's end previously were basically that some Clerk of  
333 the Works do not work it out in real time and follow the specifications of the plans. And if the  
334 specifications are met they move forward.  
335 Phil Brouillard stated the Clerk of the Works would be of their choosing.  
336 TA Carpenter stated the process that Paul Blanc was giving was a little different.  
337 Paul Blanc stated there are road specifications that have to be adhered to because they are the  
338 standard. If they get out there, and they're making field adjustments, the design modification is better.  
339 They'll call Norway Plains, they'll explain the issue, Paul will drive out or make the change at his desk.  
340 Vice Chairman Baiocchi stated if staff and legal approve it, he will move forward with it, otherwise no.  
341 He stated he is not comfortable with staff and legal saying no, and the Selectboard moving forward with  
342 it.  
343 Chairman Warren stated they could have staff review, but if they specify their individual concerns that  
344 legal and staff has indicated, the only sticking point is the third-party review, everything else has been  
345 addressed.  
346 Vice Chairman Baiocchi stated until the time comes that staff and legal approve, his vote is no. He  
347 just wants to ensure the Town is covered.  
348 Selectman Collins agrees.  
349 Chairman Warren stated Norway Plains has come to address the Selectboard's concerns. All of the  
350 concerns have been met, with the exception of the third-party review. If it is brought back to staff and  
351 legal with the discussions of concern from this meeting, he addressed the board members if they were  
352 comfortable moving forward.  
353 Selectman Collins stated he would like to see it in writing as far as the rain gardens and mowing.  
354 Paul Blanc stated he has to do it prior and has until July 26<sup>th</sup> but he stated he was going to work on it  
355 right away.  
356 Selectman Collins stated he is not going to vote on it unless they have it in writing anyways.  
357 Vice Chairman Baiocchi stated he wanted to make a motion to vacate the vote from January 15<sup>th</sup>,  
358 2024.  
359 Phil Brouillard stated the Selectboard has already signed the form so all they have done is approved an  
360 application to be considered by a state agency. The Planning Board has approved it.  
361 Selectman Collins asked if Vice Chairman Baiocchi's motion was going to vacate the entire  
362 application and if they would need to start over.  
363 Paul Blanc stated that he would not be able to touch it.  
364 **Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted that the staff letter,  
365 date March 21<sup>st</sup>, 2024 has been addressed. Point #1, that the homeowner's associations will be responsible for  
366 the inspection maintenance of the storm water infrastructure to include their own personal property, as well as  
367 the storm water management that is on Town property and other private property. #2, there's a development  
368 agreement related to Governor's Road, that maintains the obligation of storm water management and who is  
369 responsible. #3, the applicant provides homeowner's association covenants. Which Norway Plains has stated  
370 they are going to do, but the Selectboard will need that, suitable to Town counsel reflecting the long-term  
371 maintenance of the storm water infrastructure that Norway Plains has agreed to. #4, Norway Plains has agreed  
372 to provide easements sufficient to access and inspect the storm water infrastructures, which will be acceptable  
373 to the Town of Gilman's Town counsel and staff. (2-1) *Vice Chairman Baiocchi, opposed.*  
374 Discussion – Selectman Collins stated it will be sent back to staff and legal.  
375 Chairman Warren stated that Norway Plains is willing to address all four points in a way that would be satisfying  
376 to the best interests of the Town.  
377 Selectman Collins stated that the motion is saying it's addressed.  
378 Chairman Warren stated he is saying Norway Plains will have to address it for the Selectboard to move forward.  
379 Selectman Collins stated that staff and counsel will also have to approve of what they do.

Chairman Warren stated staff and counsel will review the documents.  
Selectman Collins stated he would be okay with that.  
Vice Chairman Baiocchi stated, just so he was clear, the Selectboard is going to go against staff and counsel recommendation.  
TA Carpenter stated that originally when the information was reviewed, the clarity that was brought to tonight's meeting was not at the Planning Board meeting. So, the staff member and the Planner did not have the clarification. Nor did we have information from DES stating their requirements. She stated she is more comfortable where it stands currently. Especially the way the Clerk of the Works was depicted, because their intention is to hire someone with the engineering knowledge.  
Vice Chairman Baiocchi asked again if they were not going to follow the staff recommendation and their Town counsel in the stated motion.  
Chairman Warren stated no, because there was new information presented tonight. He feels the new information presented addresses the concern from Town counsel, and staff.

- 13. Perkins Painting** – Schedule discussion for main level painting – TA Carpenter stated part of the interior painting from the encumbered funds from 2023 have started. The stairwell on the front of the building has been completed. They are now working their way to the foyer. The contractor has two dates, April 4<sup>th</sup>-7<sup>th</sup> or April 18<sup>th</sup>-21<sup>st</sup>. Where it affects town business, the office would need to be closed on the Friday. She stated the 18<sup>th</sup> is preferable. He would come in on Thursday night to prep, Friday the building would be closed to start painting, and he can work on the project through the weekend.

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

- 14. Town of Gilmanton Organizational Chart** – TA Carpenter stated there was an older one approved back in 2022 when there were some changes in Boards and the structure of how things went. They had changed the organizational chart as a draft through a DPW and how that affected Parks & Rec., and Transfer Station. So that has been removed due to the vote on the 12<sup>th</sup>. And this one addresses that the Transfer Station is separate, the Road Agent is still the structure, but has been moved from the elected portion and put under the Selectboard as every other department head. She stated Parks & Rec would fall under Town Administration, and she would like to clarify for public concern. Transfer Station, Highway Department employees, and any employees in the future for Parks & Rec do fall under Town employment. Just because they have a Department Head, does not mean they cannot be utilized in the future for the beach or field to be York raked, and same as the Transfer Station. The idea for the Default Budget, so they do not have to use the subcontractor, would be to have Transfer Station employees, especially if they can keep the additional full-time person there, and take over the ground maintenance of all Town buildings to be helpful and utilize the resources that we currently have. This would avoid paying the increases that you have with the subcontractors.

**Motion:** On a motion by Vice Chairman Warren and seconded by Selectman Collins it was voted to approve the Town of Gilmanton Organizational Chart. (3-0)

- 15. Trustees of the Trust Funds** – Non-Cap Reserve Accounts sheet update

- 16. Department Heads** – Monthly updates

- 17. Default Budget** – *As of noon on 3/29/24 the office has not had a response from legal counsel.*

#### **PUBLIC COMMENT – 7:00 p.m.**

- Sandra Guarino – She is here tonight because of two refusals on a walk in right to know requests. She addressed everybody. She asked if anyone found the answer to her question about the right to know.  
March 27<sup>th</sup> at 11:40 she came in to the Selectmen's office and had her second right to know request form stamped by Amanda, the TA's Assistant. While she was here, she wanted to see note, drafts of BOS Meeting 3/18/2024 – a walk in right to know request. The reason being, she

428 didn't know when her written request of 3/20/24 was going to be available and the audio was  
429 not out yet. She was refused, went shopping in Tilton, looked at the RSA –  
430 Chairman Warren, asked if she could pause for a moment and asked if this was a complaint  
431 against an employee.  
432 Sandra Guarino stated yes, it is a complaint. And she is also asking if anyone found out the  
433 answer why her right to know was refused.  
434 Chairman Warren stated if it was a complaint, they will want to address that in non-public.  
435 Sandra Guarino asked why other employees information is discussed publicly, and why is she  
436 unable to talk to TA Carpenter so the residents know what she went through.  
437 TA Carpenter requested to be able to make a clarification.  
438 Chairman Warren stated it was okay.  
439 TA Carpenter retracted the Non-Public statement. It doesn't have to be done in Non-Public,  
440 there is an employee complaint process that is in place. There is a form and a policy and they  
441 ask if you are going to put a complaint against an employee, like herself or anybody else, that  
442 she goes through the process and the Selectboard adheres to the policy process. As far as  
443 Sandra's other statements, TA Carpenter is happy to address them in public so that way we're  
444 all on the same page. TA Carpenter stated that what was asked for in the verbalization when  
445 Sandra came into the office was working documents for the budget.  
446 Sandra Guarino stated no.  
447 TA Carpenter stated she needs her moment to talk.  
448 Sandra Guarino stated TA Carpenter can talk but that is the problem here.  
449 TA Carpenter stated what was related to her – Amanda came into her office, and TA Carpenter  
450 reiterated what Sandra Guarino needed. It was working documents of a budget. She cannot  
451 give Sandra the working documents, because the Finance Specialist had already changed them.  
452 There is no Option A or Option B.  
453 Sandra Guarino stated she asked for A and B which were available and in front of a quorum at  
454 that time.  
455 TA Carpenter stated if Sandra needed copies she could give them to her.  
456 Sandra Guarino stated TA Carpenter did not offer the copies.  
457 TA Carpenter stated she has three statements from employees that stated –  
458 Sandra Guarino interrupted and stated she would like to have them actually in person, and have  
459 them interviewed by the police.  
460 TA Carpenter stated that's part of the policy.  
461 Sandra Guarino stated that is so wrong.  
462 Chairman Warren stated Sandra can share her side of the story and TA Carpenter can share her  
463 side, but that is why if there is a complaint there is a process for it. They can navigate through  
464 that so it's not a back and forth.  
465 Sandra Guarino asked if she could read the emails between TA Carpenter and herself.  
466 TA Carpenter stated the Selectboard was forwarded every single email between Sandra Guarino  
467 and herself.  
468 Sandra Guarino asked if she could read them here.  
469 Chairman Warren stated he was trying to understand the purpose of it.  
470 Sandra Guarino stated the purpose of it shows that what TA Carpenter stated is not the same as  
471 what she said at the end of the emails. Sandra stated it was a plural change.  
472 TA Carpenter stated it's not, it's Sandra's perspective. She stated if there was going to be a  
473 complaint submitted, she would rather have this process in place.  
474 Chairman Warren stated the reason why they protect that process is because Sandra's going to  
475 give a perspective whether it's true or not.

Sandra Guarino stated no, it's emails. She stated she wrote TA Carpenter something and Sandra wrote her back and stated it's what TA Carpenter wrote. Sandra Guarino stated that TA Carpenter stated all the employees heard something different. She stated it's what TA Carpenter wrote and she totally goes against from the beginning to the end.

TA Carpenter stated that's Sandra's perspective. TA Carpenter's perspective of the emails is not a contradiction.

Chairman Warren stated if Sandra Guarino wanted to give a complaint, because he feels that she's going to be sharing some information that may or may not be true in a public setting. He stated he would rather it be done in non-public or through a complaint process.

Sandra Guarino stated she had a complaint, but also wanted to know if anybody called the LGC on the differences on how the RSAs are read and what they meant. She stated that's what this is all about and the interpretation of the right to know. Sandra Guarino stated she had asked all of the Selectboard.

Chairman Warren stated he's had multiple conversations with her husband Don Guarino on the phone. He stated again, some of that stuff is interpretation and they follow the law. He understands that Sandra Guarino may have a different perspective of what that is. He stated if it truly is a complaint, then there is a process.

Sandra Guarino stated she didn't know if it would be called a complaint, she just wanted to read the emails and go from there. She stated nobody answered her question.

Chairman Warren asked her if she wanted to state her question.

Sandra Guarino stated her question was, and it was stated to every Selectboard member, regarding how the interpretation is supposed to be through legal counsel, LGC. She stated it was an easy, simple solution. She asked why out of the three Selectmen and the Town Administrator could not have called the LGC for an interpretation or how it's supposed to be.

Chairman Warren asked the NHMA?

Sandra Guarino stated, yes.

Chairman Warren stated he printed off the right to know clarification from NHMA. He stated he shared that with Don Guarino and Don shared his RSAs with the Chairman as well. He stated NHMA does their interpretation of what the right to know law is. He shared this information so it's not his opinion. It is the information that they provide them.

Sandra Guarino asked why she couldn't read the RSAs that are in question and maybe they can understand it from her point of view.

Chairman Warren stated he would like to understand her point of view. What he is trying to understand why they get into these places. He stated that the Guarino's are his neighbor and this is the Town Administrator. He stated everyone is working really hard to care for this Town and he is in a quandary of why we get in this cycle of getting upset with one another when everybody is trying to do the right thing. He stated for the last two weeks he has been really frustrated with understanding that a lot of people are putting in a lot of hard work and time, and he understands her frustration and that she has a voice as a resident. He doesn't understand why it has to go here. He stated he told Don Guarino, if he had a question, they could talk about it. Nobody is trying to hide anything or keep things from people. Everybody is just trying to do their job in the best way they can and serve the residents that we're here to serve. He stated again, the back and forth frustrates him, because he does not know what it accomplishes. He stated he wanted to address her concerns.

Sandra Guarino stated okay, say it's not her, and someone else is making the request. A couple days go by after a Selectboard meeting and she requests notes or drafts, whatever is available to see and/or copy, whatever is readily available right then and there. You say no to that, correct?

TA Carpenter stated for clarification, Sandra states notes, drafts of the minutes. TA Carpenter stated comparatively Sandra Guarino made a statement to how things were done in the past versus how they are done now. TA Carpenter stated, her Administrative Assistant does not have notes. All we have is the audio. TA Carpenter stated she does not have control over the audio and it makes a difference whether it is paused or stopped. She stated back in 2016/2017 there was an issue on a non-public that was not non-public. The recorder had not been hit, she got up to go to the door, and the motion was not captured. A resident came back to her and stated she released non-public information and she had not. The motion was not heard because of how the recorder was stopped. So, it sounded as though they were in non-public but that was not the case. She addressed this with the Town Administrator at the time. So, she likes to clarify how it sounds prior to going out to the public. She stated again, the Administrative Assistant does not have notes to show Sandra Guarino. TA Carpenter stated the only thing she had was the Default Budget, Option A and Option B, that is it. The working copy of that, as she stated earlier in the meeting, no longer exists. The copies that Finance had of Option A was turned into Option B and now there is another iteration. So, there is no other copies, except the physical copies. She does not have a scan of that and can only give Sandra Guarino a copy to review, or she could have taken the copies for the cost she gave her. She stated her notes do not exist and the only place they exist is in non-public and those are not available for review. TA Carpenter stated that is the difference between how it used to be and what is available for review now. She stated she does not know how to rectify that, because she does not have what Sandra Guarino is asking for. TA Carpenter stated that the meeting minutes should have been finished by the Tuesday. She stated she called Sandra Guarino Tuesday evening to let her know they were delayed. She stated the Administrative Assistant has been overloaded with the work load, and she stated she was going to get them out to Sandra as soon as possible. TA Carpenter stated she requested clarification in a few areas on the minutes and the minutes were sent to Sandra as soon as they were completed.

Sandra Guarino stated that the draft was available, because it was put on TA Carpenter's desk by the Administrative Assistant, and Sandra stated she was not allowed to see that.

TA Carpenter asked for clarification that the Administrative Assistant stated she put it TA Carpenter's desk for review, and that she was not in the office on Wednesday, and she could not review it. She stated she would clarify with the Administrative Assistant because that could just be an understanding part. If the notes from the clarification were left on the side bar, where that would be a working internal draft, she may not have wanted to take those off so TA Carpenter could review, before giving them to the public.

Sandra Guarino asked for clarification, if she can come in and ask for this information if it's readily available right then and there, for notes, audios, or any type of material that has been in front of a quorum and it states it in the RSA. She doesn't understand why they don't understand. That's what the RSA says, preliminary draft. Things that have not gone in front of the Selectboard, or in front of a public quorum, is not available for public inspection. She asked for Plan A, Plan B, and then they had C. She stated later after TA Carpenter emailed her and stated Sandra was talking about preliminary drafts and sent the RSA to her. It was then Sandra realized that Plan C was not available to the public because it had not gone to a quorum. Sandra stated she is trying to understand.

Chairman Warren stated he appreciated that.

TA Carpenter stated that Sandra could have had copies of Option A and Option B.

Sandra Guarino stated, she guesses she just needs the form.

Chairman Warren stated yes, that would be the proper channel if that's something she would like to do.

Sandra Guarino stated that she didn't feel like they are addressing what the RSAs are and what they mean, because she is interpreting it differently.

Chairman Warren stated he would do the work because of the conversations with Don Guarino, but he has not talked to attorneys, but he's been trained on non-public. He will do the work and get the clarification. He noted he came into the office when TA Carpenter was not there and he stated there is a pile of papers with sticky notes, and he would not want to be in a situation to hand any of those out either. He does not know what's there. He stated one thing he knows about this Selectboard and about TA Carpenter is that they are all about transparency and allowing the public to have anything. However, if it's an internal working document it would not be right for that to go out because it just causes confusion and shares information that's half processed. He is trying to avoid that. He stated the Town just received a Default Budget and they have to work with what the community has said we want to work with. Now it's their job to do that, but they want people to have the right information so they can make informed decisions. He apologized if there were any misunderstandings, but he will do the research and become better informed on the RSAs for better understanding.

Sandra Guarino stated she felt like the minutes do not get out in time. She stated that the Selectboard states they are all about transparency, but a lot of people can't come to these meetings. She stated either the audio or the draft minutes should be out in five days.

TA Carpenter stated the audio is convenience, and the RSA develops when the minutes should be applied and it is within five business days. TA Carpenter stated that unfortunately the Administrative Assistant is behind on the minutes. Unfortunately, with the staff that we have, we have been overloaded and we are behind. She stated that Sandra Guarino is correct, we did not meet the statutory requirements. The March 28<sup>th</sup> minutes were moved forward so that Sandra Guarino could have them because she had a right to know request on them. The audios for all the minutes are online. Unfortunately, welfare has been busy, and there have been other projects that take precedence, but we do try to get them out as fast as possible.

Sandra Guarino asked if she fills out the employee complaint form, does it just get tucked away and forgotten.

Vice Chairman Baiocchi stated it follows a timeline and it will get assigned to another Department Head to investigate it, and then that Department Head reports the findings to the Selectboard.

- Don Guarino stated he sent email to Chairman Warren and wanted to talk to him about the Default Budget. He was looking at what the Default number starts from in the Executive Branch. But he had a question about what the purchase policy was before an item went to bid. This was something he discussed personally with Chairman Warren. At one time, anything greater than \$5,000 needed to be placed out to bid. The only item he saw a request for a bid proposal last year was for the Frisky Hill parking area.

Chairman Warren stated that he wanted to check on this. He believes the bid policy threshold is \$10,000, but he wants to confirm this. He stated sometimes this is up for discretion, because they are unable to get the three bids.

Don Guarino stated he had some concerns about some things he picked up in the minutes regarding the Default Budget. When you look at the budget that is submitted for the Transfer Station, most of the increases were based on the change in personnel or change in insurance. It wasn't necessarily municipal solid waste disposal. It wasn't pulling containers. In the budget for 2023, you don't find any increases in anything that has to do with disposal. He stated this budget could be operated in 2024 if somebody paid attention to it. He stated he was seeing phrases like they could run out of money in certain places at the Transfer Station. They might have to stop because there is only so much available for container pulls. He disagreed. He

cannot calculate why the operating budget has an add of \$66,000 at the Transfer Station. It does not look like a contract to him.

Chairman Warren stated that Don Guarino was not present when he made his statement that their voted upon Default Budget is incorrect, there was an error in calculating it. They have gone back to DRA, their auditors, and legal counsel to rectify the errors. He stated that the Town is going to be working with a lower Default Budget then was voted upon. He stated that a lot of the numbers, and this is why the Default Budget is going to be challenging, because they will have to be taking away all of the healthcare. We already had the 80% that was in there from last year and they added healthcare in there for a benefit. It was in the Default Budget, but has to be removed now. The reason there may be a difference is because when an employee goes onto a family plan, it's significantly more than an individual plan. There were some people who changed their plans midway through the year that now have to be carried over into a default budget. The expenses are still going up, so there will have to be a reduction in some areas, but the adjustments in healthcare changes have to be honored moving forward. Don Guarino asked if they changed their personnel at the Transfer Station from part-time to full-time.

TA Carpenter made a statement for the clarification of the insurance. The added insurance is not in the Default Budget. 80%, which has always been provided is the 15.6% of the increase from this year that was added in there. She stated that she did not know that you could not add family plan changes in the Default Budget even if a vacant position is filled. That is the inaccuracy in the Default Budget. On the statement regarding the Transfer Station, only two positions in the budget request were for full time, and insurance, and retirement. They are trying to see if the budget can handle the two full time positions, retirement, and the altered insurance need for those positions.

Don Guarino asked wasn't it premature while they are going through this process to place it out there that you don't think you can make it. He noted the comment about a recliner being disposed at Casella was costly, but he stated he uses Casella and the minimum over the scale was \$35 plus the cost per ton. He stated an 8 ft long couch would not cost \$300 to dispose at Casella. He wanted to talk about a different budget. He stated Parks & Rec is still on the table based on trying to figure out where they are going to get the money. He stated Parks & Rec is fully funded. Maybe they don't spend as much on maintenance, or purchase bark mulch, but the swim instructor and the individual maintaining the ball field, and beach. He stated the Budget Committee did withdraw because they figured if they did the actual there would be a cross over for funds that would have been for assistance in mowing. He stated if you look at the 2023 budget he can't see why Crystal Lake Park can't operate in a normal way. He noted the Selectboard has said that they are struggling with the things that they're pulling out of the Default Budget and there are things that may not have necessarily been in there. But if the plans presented are going to change the services of the Town because they're trying to find money from other departments and trying to change services, that he couldn't believe that's what the tax payers want. He stated he didn't change his position when he was debating all of this budget. He stated that the residents didn't want 100% coverage on the insurance and if they are trying to take budgets from other departments to cover something that they want to provide for the employees he thinks it's wrong. He stated as well if the Selectboard told him they were going to get a DPW Director even though the residents voted against it, but they said they could find enough money to get a DPW Director anyway, it would be disrespectful to the voter. He stated he realized something and they wonder why they get into jams with legal questions. He referred to Sandra Guarino's question previously in the meeting, and stated when a quorum had reviewed an item and is readily available in the office during business hours, can

the citizen have access to it. He doesn't mean in progress. He used to stop at the LGC with no appointments and get questions addressed. He stated all they need to do was send an email and get an answer.

Chairman Warren stated he appreciated Don and Sandra Guarino coming to the meeting to express the views that they have. He stated that they made some comments that the Selectboard is going to do what they want to do. He stated that the Selectboard represents the community and they have to make decisions looking at the whole picture and have to look at the best interests of the employees and the community. He stated that the Selectboard is not the big bad government, they are also residents. He appreciates the debate of ideas, because it helps them formulate decisions that are better. He stated that just because they disagree on something doesn't mean they are against them, they just view things differently.

Selectman Collins stated that Don was looking back at the Transfer Station in 2023 and for a considerable part of the year they were not hauling anything but household trash. He noted that in those minutes, it was the Transfer Station foreman commenting that if they kept hauling at the pace they currently are, it's a possibility he could run out of funds in those lines.

Don Guarino stated they have discussed the Default Budget and the only thing they differed on is where they will find the money. He stated he believes they carry an appropriation of about \$40,000 a year to maintain the structure, which in normal circumstances is a minimal thing. He believes they may have access to the infrastructure money. He stated the fact that the voters voted to paint and the wording was in the repair that they could actually use those funds for what they want to do on this building to a certain point, and they could use the \$40,000 for what they are trying to do.

**Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to move into Non-Public 91-A:3 (d). (3-0)

Non-Public 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.

**Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to come out of Non-Public 91-A:3, (d) (3-0)

This Non-Public was held to discuss a potential donation.

TA Carpenter pointed out a PO that was not in the Consent Agenda and Paul Perkins, Interim Manager had given it to her before the meeting. This PO is for salt. She stated if they wanted to wait until she got an Option B.

Paul stated that he needs salt and there is another storm coming.

Chairman Warren stated he prefers not to sign it.

Vice Chairman Baiocchetti and Selectman Collins also agree with not signing.

Vice Chairman Baiocchetti stated they could discuss this in Non-Public.

TA Carpenter will be presenting the Selectboard with Option B, in draft form.

**Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to move into Non-Public 91-A:3 (b).

Non-Public 91-A:3, II (b) Hiring of any person as a public employee. (3-0)

**Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to come out of Non-Public 91-A:3 (b) (3-0)

This Non-Public was held to discuss hiring for the Police Department.

714 **Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to move into Non-  
715 Public 91-A:3 (c).  
716 (3-0)  
717 Non-Public 91-A:3 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any  
718 person, other than a member of this board, unless such person requests an open meeting. This exemption shall  
719 extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based  
720 on inability to pay or poverty of the applicant.  
721 **Motion:** On a motion by Chairman Warren and seconded by Selectman Collins it was voted to come out of Non-  
722 Public 91-A:3 (c). (3-0)  
723

724 TA Carpenter stated there was a request for a training that was identified in 2023 and registered in 2023  
725 because it's when the registration opens. There are no refunds for any of the things that have been purchased  
726 so far. The only thing that has to be covered is food, hotel, and travel to the airport. She has not been  
727 presented with a schedule to cover while they are away. When they received the Default Budget there was no  
728 out of state travel but this has already been booked, and there are no refunds possible. She asked if they  
729 wanted to put it forward and take it out of a line that has money in it to cover the remainder of what is owed.  
730 Vice Chairman Baiocchi stated there is going to be one full timer and two probationary employees by  
731 themselves.

732 TA Carpenter stated they could ask what the budgetary impact will be for hotels, food, overtime, and what the  
733 schedule will be.

734 Vice Chairman Baiocchi stated that he doesn't want to say no since part of it is already paid for, but what  
735 happens if someone else asks.

736 Chairman Warren stated that he would be in agreement to see what the full ramifications are. And  
737 unfortunately, this is the nature of a default budget.

738 TA Carpenter stated in the future they should look at the travel policy and add to it so that when employees are  
739 buying airfare that they need to buy the insurance. The employee stated there are no refunds for any money  
740 spent this year. She stated that he felt it could be covered within that budget line and no go over. She is unsure  
741 what the impact will be because they are already at limitations in the budget lines.

742 **Board Consensus:** They would like to see the impact from staffing and overtime and additional expenses for the  
743 conference.  
744

745 **Motion:** On a motion by Chairman Warren and seconded by Vice Chairman Baiocchi it was voted to adjourn.  
746 (3-0)  
747

748 **Adjourned 9:10 p.m.**  
749  
750

751 Respectfully Submitted,  
752

753 \_\_\_\_\_  
754 Amanda Davis, Administrative Assistant  
755

755 **Approved by the Board of Selectmen**  
756

757 \_\_\_\_\_  
758 Chairman Mark E. Warren

757 \_\_\_\_\_  
758 Vice-Chair Vincent A. Baiocchi

757 \_\_\_\_\_  
758 Selectmen Evan Collins