



SELECTMEN'S OFFICE
TOWN OF GILMANTON

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Approved

Board of Selectmen Meeting

August 10, 2026 - Academy Building – 6:00 P.M.

AGENDA

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

Audio Link: <https://www.gilmantonnh.org/board-selectmen/pages/meeting-audio>

Minutes created with partial AI

Present: Chairman Meredith Kelley, Vice Chairman Brian Forst, Selectman Parker Hoffacker, Town Administrator Heather Carpenter, Finance Administrator Lauraine Paquin, Transfer Station Manager Alex DeCoste, Fire Chief Hempel, Police Chief Currier, Road Agent Isaac Morse

Public: Amy Ruiters, Cindy Coleman, Kristen Clairmont, Anne Kirby, Morton "Bud" Young, Mickey Daigle

Chairman Kelley noted after the Pledge of Allegiance that Vice Chairman Forst would be late to the meeting by approximately ten minutes.

Consent Agenda

- Judy & Stephen Hopkins – gift for Town, acknowledgement
- PO – Rocky Rond Association – release of funds in the amount of \$1,000 for the milfoil treatment on Rocky Pond. Funds to come from the Public Water Reclamation Exp. Trust Fund
- PO – Lakes Region Computer - \$3,975 for desktop computer replacements for Police Department and Highway
- State of New Hampshire – Highway Block Grant, \$49,408.87, acknowledgement
- Community Development – Appointment [Grace Sisti-Zoning Board of Adjustment], Intent to Cut, Yield Tax & Warrants, Class VI Road Waiver

Town Administrator Carpenter explained that the donation of a rug hook was made by Judy Hopkins and Stephen Hopkins had been the one to drop it off to the Town. The item will be framed and displayed on the main floor of the Academy Building for public viewing. Chairman Kelley thanked Judy and Stephen Hopkins for the donation and also stated that the rug hook is beautiful.

The Board reviewed the Rocky Pond Association's request for its yearly \$1,000 milfoil treatment.

The Board reviewed a purchase order for new computers in the amount of \$3,975 for the Police Department and Highway Department. Town Administrator Carpenter explained that the computers being replaced are a part of the Town's life-cycle replacement schedule, which generally provides for approximately six replacements per year depending on budget and equipment condition.

The Board reviewed the State of New Hampshire highway block grant in the amount of \$49,408.87.

Motion: On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to approve Consent Agenda items one through four. **Motion Passed (2-0)** Vice Chairman Forst, absent with notice.

Grace Sisti appeared before the Board regarding her interest in serving on the Zoning Board of Adjustment. Town Administrator Carpenter explained that Grace Sisti had identified a need for members on the board and saw the Town's post on Facebook that highlighted said need. Grace Sisti stated that what the Zoning Board of Adjustment does is really important for the Town and wished to assist with matters affecting the future of the Town, properties, and zoning adjustments. Town Administrator Carpenter explained that since the Town Clerk/Tax Collector Elise Smith was absent from the meeting, after the Board approves the appointment Grace Sisti will have to show up at a later date and be sworn in by Town Clerk/Tax Collector Smith.

45 **Motion:** On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to accept the appointment of
46 Grace Sisti onto the Zoning Board of Adjustment. **Motion Passed (2-0)** *Vice Chairman Forst, absent with notice.*

47 The Board reviewed Intent to Cut applications for lots 415-045 and 415-047.

48 **Motion** On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to approve the Intent to Cut
49 applications for lots 415-045 and 415-047. **Motion Passed (2-0)** *Vice Chairman Forst, absent with notice.*

50 Yield Tax Warrants

51 The Board reviewed the following yield tax warrants:

- 52 • Lot 414-041 in the amount of \$228.02.
- 53 • Lot 403-026 in the amount of \$1,487.47.
- 54 • Lot 414-043 in the amount of \$220.68.
- 55 • Lot 113-029 in the amount of \$541.42.
- 56 • Lot 421-003 in the amount of \$0.

57 Vice Chairman Forst entered the meeting and questioned why a warrant with a zero-dollar value had to be accepted
58 by the Select Board. Town Administrator Carpenter explained that it had been for yield tax was stated that the billing
59 listed the amount as zero.

60 **Motion:** On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to accept the listed yield tax
61 warrants. **Motion Passed (2-0)** *Vice Chairman Forst, abstained.*

62 The Board discussed a Class Six road agreement associated with lot 409-041 on Donovan Road. Town Administrator
63 Carpenter explained that changes to State of New Hampshire law, effective July 1st, affect eligibility for building on
64 Class VI roads and private road agreements. Previously the Board of Selectmen used to approve these Class VI roads
65 and private road agreements which took the liability from the Town and put it solely on the property owner. Town
66 Administrator Carpenter further explained that the language changed by the State of NH, that where on a Class VI
67 Road, that are Town-owned but not Town-maintained, the Board of Selectman are not longer allowed to put any
68 requirements on road standard.

69 Previously the Board of Selectman would require individuals who wished to build on a Class VI road to go through a
70 road agreement and apply Class V road standards to bring up the road. The reason for this was so that first
71 responders could provide that emergency aid when needed, however the New Hampshire State law claims that first
72 responder shall not provide any emergency services down Class VI roads. Town Administrator Carpenter further
73 explained that these first responder vehicles are not cheap, examples provided were the fire truck that cost a million
74 dollars and the new cruiser, and cannot be expected to travel down a Class VI standard when they have no idea how
75 the road is based, the width, or the condition it is in.

76 Town Administrator Carpenter explained that this will be the first Class VI road that the Town has done since the
77 change and possibly the first one done in NH since the law change. Town Administrator Carpenter explained that
78 these documents do get recorded after the Board signs off on them because it is a municipal road and the Board is
79 required to sign off on them. However, there is a disclaimer on the document that the Board is not approving the
80 road standards, and it falls solely on the property owner. Vice Chairman Forst clarified that because of the amended
81 language from the State of New Hampshire, the Town is now able to remove itself from all liability in regard to the
82 Class VI road. Town Administrator Carpenter explained that the Town was always able to remove itself from the
83 liability of the Class VI roads, however previously the Select Board made sure that the standard of the road was up
84 to par so that the Police and Fire Departments had the confidence on what roads they could travel in their vehicles.
85 That confidence is no longer there since there will be no understanding of the road standard once someone builds.

86 Conversation continues about how dangerous this could be since the emergency service responders would
87 essentially stop at the end of the road. Town Administrator Carpenter clarified that the law that keeps first
88 responders off of Class VI roads states "shall not". The issue then becomes a liability standard when Town equipment

is being brought down these roads when the New Hampshire state law clearly states that these vehicles shall not be travelling on Class VI roads. Chairman Kelley clarified that the change in the law stated that the property owners have to have proof of insurance. Town Administrator Carpenter explained that most Class VI roads are the cusp of being Class V, however Donovan Road has a house past it with a well maintained road for a long time, however there had been a lapse in care and now the grandson is intending to build on the property and the standards are different than when the original house had passed on that lot.

Town Administrator Carpenter explained that the reason for why the law change is bothersome is because it's a Town-owned road, it shouldn't be the State's Legislation, it should be the Town's. These are the policies that the State are making that become troublesome to municipal allowance because now the Town has to make sure every Class VI road is signed "travel at your own risk" and then have red signs for roads that change over from Class V to Class VI. Normally private roads do not get signs, but Class VI roads it is extremely important to identify so that emergency services know not to travel down those roads and so that the public is aware that those roads are "travel at your own risk" due to the unknown of the base of the road, condition of the road, and what it can hold.

Town Administrator Carpenter explained that the Select Board is signing a private road agreement to allow the individual to start construction on his property. Under the State law the signatures are required by the Select Board. It was also mentioned that legal counsel did place a disclaimer in the private road agreement. Chairman Kelley questioned when the individual had to bring forward proof of insurance. Town Administrator Carpenter explained that it would most likely have to be brought forward with the building permit. Conversation continued how the process for building in the Town still remains the same, hence a building permit will be required. Vice Chairman Forst inquires what happens if after this individual builds on this road, but the State reverses their decision, is the Select Board going to have the ability to enforce roads conditions. Town Administrator Carpenter explained that all of these private road agreements have always been recorded at the Belknap County Registry of Deeds for this specific reason. It was further explained that the only other standard that would be null and void would be if in the future the Town decided to take on the Class VI portion as a Class V again. Sawtooth Road was provided as an example, there are developments that can happen and if the Town takes that over then the Class V standards apply, and the Town will then maintain the road.

Motion: On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to accept number 409-041.
Motion Passed (2-1) Vice Chairman Forst, opposed.

New Business

Crystal Lake Park Pickleball Courts

Morton "Bud" Young of Gilmanton Ironworks, appeared with Anne Kirby to provide an update on the existing pickleball court at Crystal Lake Park. The existing court was reported to have extensive cracks and divots that make play difficult.

Resident Young requested the Board's approval to seek private donations and grants for resurfacing the existing court. The estimated cost for resurfacing was stated to be between \$6,000 and \$6,500. No Town funding was requested.

Resident Young also discussed the possible future construction of a second court if sufficient funding becomes available. It was stated that the court beneath the existing pole barn is not suitable for regular play because of ceiling height and limited visibility after dark. If funding is obtained for a second court, the group will return to the Board in the spring with plans and a proposed location. Resident Young also explained that the current court was paved in 1981 and that they only sought approval from the Select Board to be allowed to raise private funding for the court.

Chairman Kelley inquired if there was a plan for upkeep and yearly maintenance on the court. Resident Young explained that annual maintenance was expected to be limited apart from potential vandalism, such as line touch up or other asphalt repairs. It was also explained that they tried to maintain the current court with efforts to seal cracks.

134 Resident Young explained that the grant process was expected to take around six months, so construction was not
135 anticipated for the current year, but spring of 2027. It was also explained that if excess funds are raised they would
136 come back for approval of an additional court and location.

137 **Motion:** On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to approve pursuit of funding to
138 resurface the existing pickleball court. **Motion Passed (3-0).**

139 **Crystal Lake Park Garden Club Proposal**

140 The Board discussed a proposal from the Crystal Lake Park Garden Club to provide annual plantings around the
141 bandstand. The proposal was described as a beautification project intended to be completed for the Labor Day
142 Festival.

143 Discussion included the need to coordinate any permanent landscaping with potential future bandstand repairs. It
144 was stated that the current proposal concerns annuals, which do not conflict with any immediate bandstand project.

145 **Motion:** On a motion made by Chairman Kelley, seconded by Selectman Hoffacker, to approve the Crystal Lake Park
146 Garden Club proposal. **Motion Passed (3-0).**

147 **Energy Committee Update**

148 Amy Reuter, Chair of the Energy Committee, and Cindy Coleman, a member of the Energy Committee, provided an
149 update on committee activities and projects.

150 The Energy Committee reported that it participated in the volunteer fair and intends to participate annually. The
151 Committee also reported on its annual Earth Day celebration, which was held in May in collaboration with the Year
152 Round Library and the Trails Committee.

153 The Committee described a proposed partnership with Window Dressers, a nonprofit organization that assists
154 residents with custom-built interior storm window inserts. The project is intended to help residents warm their
155 homes, reduce energy use, and build community.

156 It was explained that trained volunteers measure participating residents' windows; Window Dressers prepares
157 materials to the required dimensions; and community volunteers assemble the inserts during a fall community build.
158 Participants are generally expected to participate in the community build event. Typical window inserts were
159 estimated to cost between \$30 and \$100 at material cost, with potential financial assistance through grants and
160 fundraising. Window Dressers is based out of Maine and have completed community builds in Maine, New
161 Hampshire, Vermont, and Massachusetts.

162 The Energy Committee is considering a trial partnership with the Canterbury and Merrimack Valley Energy
163 Committee, which has conducted similar projects. The Committee stated that there is no financial request to the
164 Town for this project.

165 Chairman Kelley inquired to how the public will be able to reach out to the Energy Committee to inquire about this
166 partnership. Amy Reiter explained that there is a stack of flyers that they brought and wondered if they were allowed
167 to be left downstairs. Town Administrator Carpenter agreed to the flyers being downstairs and also recommended
168 a post on the Town's website about the community build event. It was also explained that the Energy Committee
169 attended the Gilmanton's Farmer's Market to spread the word as well.

170 The Committee also explained that if there was a family in welfare that could be recommended they would rather
171 do that since Canterbury group received a grant and extended the offer to the Gilmanton's Energy Committee to
172 help a resident in need. Town Administrator Carpenter inquired to how the insert works. The Committee explained
173 that the inserts are installed inside the window opening and included two layers of plastic with insulation space
174 between them. The inserts require approximately three-quarters of an inch of sill around the window and can be
175 removed in the spring. Town Administrator Carpenter inquired if the inserts are super easy to remove since there

176 are older homes in the Town. The Committee explained that there are larger inserts that include a tab for removal.
177 It was further explained that these inserts have been used on windows, glass sliding doors that will not be utilized in
178 the winter, and screened in porches. The Committee also explained that the project cannot accommodate windows
179 that require volunteers to use ladders.

180 Town Administrator Carpenter informed the Energy Committee that Administrative Assistant Amanda Davis is the
181 contact person for Welfare and that the committee can reach out to her for any recommendations on families in
182 Gilmanton that would greatly benefit from the community build event.

183 **Municipal Energy Audit**

184 The Energy Committee requested guidance regarding a refreshed municipal energy audit. The Committee noted that
185 the Town completed a municipal building audit around 2020 and implemented a lighting project at the Ironworks
186 Fire Station in 2023. Funding for both activities was secured through Warrant Articles.

187 The Committee stated that the Select Board had requested a refreshed energy audit in 2025 because the prior audit
188 was approximately six years old and estimated project costs did not align with the actual cost of the Ironworks Fire
189 Station lighting project. The Committee inquired about what they can do for help and requested direction and
190 expectation from the Board. Town Administrator Carpenter explained that when buildings are discussed the LED
191 lightings affect a significant portion of employees that have migraines, and the LED lights only exasperate those
192 migraines. It was also explained that if any member of the public comes into the office and sees the lights are off, it
193 is not because the office is closed but instead because the employee's prefer not to have the lights on because they
194 trigger migraines. It also was explained that with the Highway and Fire Station there hasn't been a huge reduction
195 in cost, so it doesn't make sense to do more LED replacement projects.

196 Town Administrator Carpenter also addressed aging infrastructure, including heating, air-conditioning, and boiler
197 systems, and the need to review Capital Improvement Plan information and budget impacts before identifying audit
198 priorities. Conversation continued about whether it would be valuable, and money well spent for the Board to
199 approve the facilities to be gone through once more. Town Administrator Carpenter explained that facilities had
200 been disjointed over the years because everyone did their own, but over the past two years the Town has tried to
201 get on the same page, understand what vendors are being used, and funnel purchases for multiple buildings.
202 However, because of how everything was put in place, it becomes challenging to get everyone on the band wagon
203 of a project and bulk buy items. Town Administrator Carpenter explained that generally the budget doesn't have
204 excess money to bulk by or do projects in advance. It was further explained that from the Town Administrator
205 Carpenter's standpoint, instead of lighting the efforts from the Energy Committee could be better put into large
206 scale efforts for upgrades such as heating.

207 Town Administrator Carpenter also explained that in regard to CIP Committee, it was previously stated publicly that
208 the CIP Committee was approved but there are no minutes that reflect that statement, and the current Select Board
209 did not approve it. Town Administrator Carpenter explained that what the Town is doing is extracting the valuable
210 information gathered by CIP Committee and then identify concerns that all the Departments had from what CIP
211 collected. From there the Select Board will have a larger discussion on how they want to move forward, CIP is still
212 needed and extremely valuable. The discussion will be about how to address it since the Town is far behind. Town
213 Administrator Carpenter explained that it would be more beneficial to focus on two departments and catch up for
214 those two specifically before moving onto other facilities.

215 Discussion addressed the scope of a future audit, including prioritizing selected buildings rather than auditing all
216 municipal facilities. The Energy Committee expressed that they had concerns because of the recent audits done by
217 CIP and inquired whether it would be better to put the Energy Committee's audit on a Warrant Article if the
218 Operating Budget is unable to support the audit. It was also explained that since CIP did an audit this year, the Energy
219 Committee's anticipated a Warrant Article to be on the ballot for 2027 with projects starting in 2028/2029. Town
220 Administrator Carpenter explained that the timeline provided works with the Town's schedule because the Highway
221 Department will have to relook at their direction because it is changing. After the change to Highway Department
222 has been adjusted to, the budget presentation will be in September, and in addition to the feedback given by almost

223 all of the Department Heads in regard to CIP, the Select Board will examine all the provided information and extract
224 what the Select Board wants to move forward with and how it will affect the Town's budget.

225 Another meeting with the Energy Committee is planned for October after the budget presentation in September to
226 discuss how to move forward with the energy audit funding request for 2027. Town Administrator inquired if the
227 Energy Committee still needed the \$300 allotted in the Operating Budget. The committee explained that those
228 funds are still needed as it pays for the municipal membership with Clean Energy New Hampshire. Discussion
229 continued about how the \$300 Energy Committee budget amount will be included again and that the Clean Energy
230 New Hampshire helps with energy audits.

231 **Stump Grinding Agreement**

232 Town Administrator Carpenter presented a stump grinding agreement involving a stump near the Gilmanton Corner
233 Public Library and a shared property line. It was stated that the tree had been removed because it was dangerous
234 and had the potential to endanger municipal property. Town Administrator Carpenter informed the Select Board
235 that the property owners at the time of the tree removal had disagreed with the decision of removing said tree.

236 Town Administrator Carpenter explained that the stump had not previously been ground because of budget
237 considerations and concerns that grinding could damage roots associated with another tree, creating potential
238 liability. Town Administrator Carpenter further explained that trees can be trimmed on property line, but any time
239 anyone trims in excess it can cause the tree to sway one way and potentially fall which can create another liability
240 issue. It was also explained that the property owners did want the stump grounded initially.

241 Town Administrator Carpenter explained that ArborTech already came out and gave a quote since there are a couple
242 of trees that need to be removed, one specifically because it is growing out of the foundation of the library. The
243 library has offered to aid the Town in the landscape project for outside maintenance. Legal counsel prepared a
244 waiver addressing the Town's ability to grind the stump and related liability issues. Town Administrator Carpenter
245 explained that there had been a verbal conversation two months ago with the owner of the property and they
246 expressed agreement in having the stump removed. The agreement was sent to the property owners on Friday, and
247 no response had been received at the time of the meeting.

248 Vice Chairman Forst inquired if the stump indicated any sort of property line. Town Administrator Carpenter
249 explained that they have always used the tree line as an indicator for the property line, however there is a survey
250 on the property that clearly depicts the rock wall. Vice Chairman Forst inquired to where the rock wall was in relation
251 to the stump. Town Administrator Carpenter explained that the rock wall can be seen behind the library and there
252 is a significant distance between the library and where the stump is, similar to a pathway.

253 The Board also discussed removal of a chain-link fence located on Town property. It was stated that the fence is a
254 hazard and that adjacent property owners had indicated that its removal would be acceptable, said conversation
255 with the adjacent property owners was a courtesy since the fence is on the Town's property. Fence removal was
256 confirmed with Transfer Station Manager Alex DeCoste for Tuesday.

257 **Motion:** On a motion made by Chairman Kelley, seconded by Vice Chairman Forst, to accept the stump grinding
258 agreement and property line matter. **Motion Passed (3-0).**

259 **Public Comment**

260 No public comment was recorded.

261 **Department Head Updates**

262 **Workplace Interactions with Town Employees**

263 The Board discussed reports of inappropriate interactions involving members of the public and Town employees,
264 particularly at the Transfer Station and within the Highway Department. The Board requested examples of things

265 that were being said to the employees of the Transfer Station. Transfer Station Manager DeCoste explained that it's
266 mostly swearing, and inquired if the Board wanted verbatim comments. Vice Chairman Forst inquired to how the
267 Board finds a way to curb the thought process that it is okay to treat Town employees, individuals employed by the
268 Town to provide a service to the residents, that badly. Conversation continued about how in the private sector
269 companies have the option to turn away business, but that isn't an option in the public sector. Chairman Kelley
270 stated that the Police Department can be contacted. Transfer Station Manager DeCoste explained that the best way
271 to curb that mindset is for the Board not to allow members of the public to insult Department Heads at meetings by
272 calling them names. If the Board shuts down the insults as soon as they happen, the Departments Heads will then
273 feel supported by their leaders and also it sends a message to the public that those types of behaviors are not going
274 to be tolerated.

275 Transfer Station Manager DeCoste further explained that the current Department Heads and Town employees are
276 few in number and they are here to help the public while also pushing through piles of work and requests, with zero
277 appreciation towards them. Town Administrator Carpenter explained that both Transfer Station and Highway are
278 unique Departments since they have limited hours or are rarely on site due to the nature of the job. It was further
279 explained that because there is no one to vent to, the individuals working at those Departments end up being the
280 one's vented too. Town Administrator Carpenter stated that she has always expressed to Department Heads and
281 Town Employees that they can walk away from situations like that, they do not have to stand there and accept it.
282 Further, if the situation becomes volatile the Police Department can be called.

283 Town Administrator Carpenter explained that if any Highway employee is out working on the road and someone
284 approaches, the employees do not have to engage, and contact the Police Department if needed. However, there is
285 limited of cell phone service for Highway, and this creates the concern that someone could come up and harass.
286 Town Administrator Carpenter stated that there had been other communities that looked at getting GoPro's for all
287 of their Highway Department employees so that way the interactions could be seen since it was an issue, also the
288 GoPro's were used to showcase how hard the snowplow driver's were working. This helps put things into perspective
289 especially if an individual is unable to get a hold of the snowplow driver because they had been up all night working,
290 they are able to see all the work that was accomplished overnight. Town Administrator Carpenter explained that
291 these were the things that one community had to show, and residents had that realization and respect for the work
292 being done.

293 Conversation continued about how the complaints that the Town receives about the Transfer Station and Highway
294 are how the employees are lazy, don't do enough, or that they are just sitting around. Town Administrator
295 Carpenter stated that other than brief interactions of respite on the compactor for one Transfer Station employee
296 who is part time and doesn't take many breaks, but that isn't the case for either department. Town Administrator
297 Carpenter explained that she does not allow that type of behavior, does not engage in it, and will tell the individual
298 to leave the building. Town Administrator Carpenter encourages other Department Heads to do the same.
299 Conversation continued about how Police and Fire Departments are also experienced in dealing with the nuances of
300 the community and their departments receive respect that isn't granted to other departments.

301 Chairman Kelley expressed that those types of behaviors being projected onto Department Heads and Town
302 employees is not okay and that she does not condone any type of insult being thrown at them. Chairman Kelley
303 explained full support in fixing the matter. Town Administrator Carpenter explained that after the meeting a game
304 plan will have to be created since the matter is greatly affecting the Transfer Station and Highway. Town
305 Administrator Carpenter explained that the moral building that it takes to make sure that less than 25 people want
306 to come back every single day and work for the public is exhausting when respect is so limited.

307 Vice Chairman Forst asked Police Chief Currier what exactly the Police Department could do with video recorded
308 interactions. Police Chief Currier explained that every case is going to be situational and dependent upon what
309 happens in that circumstance. Conversation continued about how video recordings are encouraged by the Police
310 Department because they are hard to argue against. The Board continued conversation about what type of message
311 could be sent out to the public. Vice Chairman Forst continues onto how video recordings would be back up because
312 the argument always dissolves into "I said, he said" and how verbal abuse to Town employees is not acceptable. The
313 Board continued discussion about why the verbal abuse at the Transfer Station got to the level that it is currently at.

314 Town Administrator Carpenter explained that there was a distinct change in behavior that happened during COVID
315 and that the understanding of humanity vanished with COVID. Discussion continued to how this behavior has
316 escalated and that these dysregulated emotions come out whenever an individual is unable to get things done their
317 way. Town Administrator Carpenter stated that there are incidents where de-escalation is possible, however some
318 individuals get to a point where they are beyond reason. Police Chief Currier explained that it is entitlement
319 combined with being inconvenienced that causes people to lash out. Chairman Kelley agreed that there is a level of
320 entitlement that comes with paying high taxes.

321 Conversations continued about recent incidents that occurred during a road being closed for work and individuals
322 that ignored those road closed signs and also flipped off the road crew members. Chairman Kelley stated that
323 everybody is entitled to their time, to the road, and they have a place to be so there is no need to respect the road
324 signs. Town Administrator Carpenter referenced another incident where extra flaggers were needed for a road
325 project because individuals were not respecting the road signs. It was also mentioned that not every individual
326 utilizing the roads is a Gilmanton resident, the issue also involves those that pass through the Town.

327 Chairman Forst clarified that the verbal abuse incident at the Transfer Station does involve a Gilmanton resident,
328 whether they are full time or seasonal. Transfer Station Manager DeCoste clarified that it is not the seasonal residents
329 that are showcasing this behavior. Selectman Hoffacker inquired if it was the same individuals each time. Transfer
330 Station Manager DeCoste explained that it isn't always the same individuals, but there are repeated offenders, and
331 they are Gilmanton residents. Vice Chairman Forst questioned what issues seem to cause the disputes. Transfer
332 Station Manager DeCoste explained that it's surcharges, bringing in unaccepted items, being told the item is
333 unacceptable, requests that residents check with staff before leaving materials, and the biggest conflict creator is
334 checking Transfer Station stickers.

335 Chairman Kelley questioned if there was any additional efforts other Town's do to ease the burden. Transfer Station
336 Manager DeCoste explained that the Town's he spoke to don't deal with it as much as Gilmanton. Conversation
337 continued about how if individuals are behaving like that at the Transfer Station then they can leave, and the Transfer
338 Station employees do not have to tolerate that type of behavior. Town Administrator Carpenter explained that a
339 public statement could be put out with what the Board agrees with what shouldn't be tolerated. Selectman
340 Hoffacker inquired if there could be a more targeted approach instead of a public statement. Conversations
341 continued about security cameras for the buildings are still in the works for the Academy Building, Transfer Station,
342 and Safety Building. Town Administrator Carpenter explained that the second part of the security cameras is the
343 electrical component because older buildings can be difficult to expand in certain areas for electrical.

344 Chairman Kelley inquired about having Transfer Station employees wear body cameras until a resolution can be put
345 into place. Police Chief Currier suggested to look into that and was unsure if there were any restrictions with body
346 cameras for individuals outside of law enforcement. Conversation continued about how the Transfer Station has
347 signs up that inform individuals that they are under video surveillance. Chairman Kelley requested Police Chief
348 Currier to look into restrictions for body cams for individuals other than law enforcement. Resident Kristen Clairmont
349 stated that she had seen similar behaviors displayed at Crystal Lake Park and contacts the Police Department every
350 time she sees it that way those individuals are warned and it's on record.

351 Town Administrator Carpenter explained that there are individuals who will go to the Administrator's Office to
352 complain about an interaction at the Transfer Station, however there are individuals who repeatedly call just to vent.
353 It was further explained that with repeat callers, that have already been addressed, that will continue to intensify
354 until they are given what they want. Town Administrator Carpenter clarified that the Town has a limited staff and
355 agreeing to solve the problem immediately makes that staff hostage to another person's schedule. Which where
356 there is an office staffed with two individuals it becomes hard to function. So, there has to be a priority list to ensure
357 that things are being worked on accordingly. Town Administrator Carpenter expressed gratitude for the budget that
358 was voted in; however, the habits and state of the Town will not change overnight. All of the roads cannot be fixed
359 with the \$1.5 million infrastructure Warrant Article. So, there has been this repeat expectation created that the
360 Highway department will come out immediately and fix everything at once. Town Administrator Carpenter explained
361 that this expectation has created a habit where there are non-stop calls that state a road is in hazardous conditions
362 and when the road is assessed it's nowhere near the hazard level. Town Administrator Carpenter clarified that it's

363 not about “thick skinned” there are seasoned Department Heads, but the expectation is that when the Department
364 Heads and Town employees come to work they shouldn’t be treated like “whipping posts”.

365 **Police Department Update**

366 Police Chief Currier reported that the Police Department responded to more than 500 calls for service during July.
367 The Police department completed training, including CPR, AED, and related training conducted with the Fire
368 Department. The Police and Fire Departments plan additional joint training following a recent crash to review fire
369 equipment and scene operations. Police department personnel completed training scenarios and qualifications at
370 Milford Range. A Cups and Cones with Cops event at the Public Safety Building is planned for the 22nd of August, in
371 partnership with Happy Cow. The Police department is providing education concerning the increasing use of e-bikes.
372 Dog-license summonses were reported as substantially served, with approximately 50 cases discussed.

373 **Fire Department Update**

374 Fire Chief Hempel reported responding to 68 calls for service during July, compared with 49 calls during the same
375 period in the prior year. Year-to-date calls were reported as 386, compared with 359 during the prior year. The Fire
376 department held its Americans Night Out event at the ballpark during the prior week. Maintenance included
377 ambulance alignments and tire balancing, repair of charging issues on Engine Two, and diagnosis of an air-
378 conditioning issue with another fire engine. Captain Cunningham provided CPR training to Police Department
379 personnel. The Fire department received new PFAS-free turnout gear, and two sets were placed into service by three
380 full-time staff members. The Firemen’s Association funded renovation of the department gym, and volunteers
381 completed work on the project. July training included Zoll cardiac monitor training, vertical ventilation training,
382 driver-operator skill reviews, and post-testing.

383 **Highway Department Update**

384 Town Administrator Carpenter provided an update regarding a planned mid-season review of Highway department
385 work and the use of funding provided during the year. Work included bridge work, culverts, ditching, and
386 subcontracted projects. Paving for Loon Pond Bridge was reported as expected shortly and additional culvert work
387 was completed on Loon Pond Road. The review will be shared through social media and the Town website. The
388 Highway Department’s goal was stated as spending \$1 million during the year while using Town staff and
389 contractors to complete work. An excavator was obtained for additional ditching, and material was removed from
390 ditches. The Lakeshore project was reported as still in progress and should be wrapped up in the next month.
391 Remaining funds from the \$1.5 million amount will be directed to projects prioritized for the following year. Town
392 Administrator Carpenter explained that the residents behavior will continue to affect the Highway department and
393 how the department moves forward.

394 **Town Administration Update**

395 Town Administrator Carpenter commended Kristen Clairmont on the phenomenal work that she has accomplished
396 at Crystal Lake Park. Conversation continued about how Kristen Clairmont’s attention to the park has caused the
397 park to thrive. Town Administrator Carpenter reported that the park has a high volume of events and that
398 procedures are being refined for event requests, alcohol, water use, and other operational matters. A notice will be
399 issued regarding the end of the park season, winterization, and closure of bathrooms.

400 Town Administrator Carpenter reported that a vacancy has existed since January and that the department is closer
401 to filling the position. It was stated that the absence has created a substantial workload for the office. Town Clerk/Tax
402 Collector Elise Smith was recognized for management of the Town website and assistance to department with
403 website needs. Deputy Town Clerk/Tax Collector Brenda Holgate was recognized for being community oriented,
404 assisting residents with paperwork, requirements, and for supporting departmental workload. Community
405 Development Director Bre Daigneault and administrative staff were reported to be managing building-related
406 paperwork and compliance responsibilities since the building & code enforcement position is being filled by a
407 contractor. Town Administrator Carpenter explained that the staff deals with compliance, lots of paperwork, and

408 state regulations which creates a lot of pressure to meet deadlines. Chairman Kelley thanked the Department Heads
409 and Town employees for their hard work given that the Town is understaffed and the work is overloaded.

410 **Interdepartmental Support During Incident Response**

411 Police Chief Currier discussed coordination among Town departments during a recent fatal motor-vehicle crash. It
412 was stated that staff from multiple departments assisted with communications, road closures, scene lighting, and
413 other incident-response needs. Conversation continued that interdepartmental coordination supports the Town's
414 ability to respond to complex incidents.

415 **Crystal Lake Park Events**

416 The Board acknowledged event information provided for Crystal Lake Park. It was stated that event information is
417 posted on the Town website and calendar. The events included birthdays, weddings, funerals, and other uses of the
418 park.

419 **Letter from Michael Harris, RE: Reclamation of Shellcamp Lake**

420 The Board received information regarding a letter from Michael Harris, submitted in conjunction with Dave Nagel,
421 concerning conditions at Shell Camp. It was clarified that the matter involves a broader issue than invasive plants.

422 Dave Nagel is scheduled to appear on the agenda in October to discuss the matter. It was not known whether Mr.
423 Harris intends to attend in person.

424 **Historic Documentation from Sue Roberts**

425 The Board received historic documentation from Sue Roberts concerning original documentation related to the
426 middle school and high school proposal. It was stated that the materials may date to the 1980s or early 1990s.

427 A copy of the material and a related letter were provided to the school. Town Administrator Carpenter explained
428 that for years, not reflective upon the current administration at the school, the School Board had stated that they
429 did not have that information. The Town will retain the documentation and letter on file.

430 **Class VI Road Waiver Documentation**

431 The Board received sample Class VI Road waiver documentation reflecting two additional provisions identified in
432 green. The documentation includes information concerning mailboxes and mail delivery on Class VI and private
433 roads.

434 It was stated that mail delivery and mailbox placement are matters involving the United States Postal Service and
435 may depend on the road condition and mailbox location.

436 **Recognition of Captain Brian Boyajian**

437 The Board recognized Captain Brian Boyajian for 27 years of service to the Gilmanton Fire Department.

438 The recognition stated that Captain Brian Boyajian contributed to the department's work to protect and serve the
439 community and thanked him for his dedication and contributions to the Gilmanton Fire Department. The Board
440 extended wishes for health, happiness, and success to Captain Brian Boyajian and his family.

441 **Volunteer Recognition**

442 The Board received information concerning volunteers approved in August, including volunteers serving through the
443 library. It was stated that the Town intends to identify volunteers and their community service on the Town website.

444 **Announcements**

- 445 • The Board of Selectmen meeting scheduled for August 17th is canceled.
446 • No meeting will be held on September 7th due to the holiday.
447 • A budget presentation is scheduled for Monday, September 21st.
448 • The budget presentation will begin at 4 PM.

449
450 Town Administrator Carpenter explained that the public is welcome to attend the budget presentation, but warned
451 it will be a lengthy meeting. Members of the public were requested to submit budget questions or concerns by email
452 before the presentation when possible. A separate workshop may be scheduled if the Board needs additional time
453 to review budget information. Town Administrator Carpenter clarified that the meeting schedule allows time to
454 collect all the information received, get clarifications on narratives, and allows Administrative Assistant Amanda
455 Davis to create the budget packet.

456
457 **Non-Public Session**

458
459 *(7:45 p.m.)*

460 Chairman Kelley stated the Board of Selectmen will enter into a non-public session under RSA 91-A:3, II(b) the
461 hiring of any person as a public employee. *No motion captured.*

462 **Motion:** On a motion made by Chairman Kelley, seconded by Vice Chairman Forst, to seal the minutes until the
463 conditions are met. **Motion Passed (3-0).**

464 *(9:15 p.m.)*

465 *No motion captured moving into Non-Public 91-A:3 (c) and Non-Public 91-A:3 (I).*

466 *No motion captured coming out of Non-Public 91-A:3 (c) and Non-Public 91-A:3 (I).*

467 *No determination captured or required.*

468 **Non-Public 91-A:3 (c)**

469 RSA 91-A:3, II(c) matters which, if discussed in public, would likely affect adversely the reputation of any person,
470 other than a member of this board, unless such person requests an open meeting.

471
472 **Non-Public 91-A:3 (I)**

473 RSA 91-A:3, II(I) allows a public body to enter non-public session to consider advice received from legal counsel,
474 either orally, in writing, even if legal counsel is not present.

475
476 **Motion:** Made by Chairman Kelley, seconded by Selectman Hoffacker, to adjourn the meeting.

477 **Motion Passed (3-0).**

478 **Adjournment (9:15 p.m.)**

479
480 Respectfully Submitted,

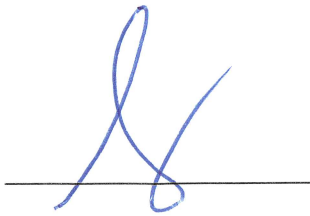
481 _____

482 Samantha Munroe, Recording Clerk

483

484 **Approved by the Board of Selectmen**

485

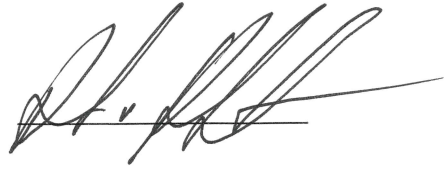
A blue ink signature, appearing to be 'MK', written over a horizontal line.

486

Chairman Meredith Kelley

A black ink signature, appearing to be 'BF', written over a horizontal line.

Vice Chairman Brian Forst

A black ink signature, appearing to be 'PH', written over a horizontal line.

Selectman Parker Hoffacker