

Gilsum Board of Selectmen
Minutes 03/22/21
Present; Bart Cushing , Vicki Ayer
Clem Lounder sworn in

Public members present; Sally Struble, Janel Miller, Betsy Cushing, Bruce Murphy, David Dauphin, Harlen Maguire and Mia Summerson for Keene Sentinel

6:00 pm Cushing calls meeting to order, welcomes public comment throughout the meeting.

Minutes- 03/15/21 Cushing read minutes; no discussion by board, no public comments

Ayer motions to approve minutes as written, Cushing 2nds,
vote Ayer yes , Cushing yes, motion passed

Emergency Meeting Minutes- 03/18/21 Cushing read minutes; no discussion by board , no public comments

Ayer motions to approve minutes as written, Cushing 2nds,
vote Ayer yes , Cushing yes, motion passed

Road Agent- Harlen Maguire;

Mack Rd Culvert; Maguire request to begin process with hiring an Engineer to draft project and obtain necessary quotes, not to exceed amount in Mack Rd / Banks Rd culvert fund.

Cushing moves to approve Maguires request

Ayer 2nds

vote Cushing yes, Ayer yes, motion passed.

Stainless steel dump body; Quotes have been requested by Maguire, expected to receive this week.

Hwy labor- Seeking applicants due to Pratts resignation.

Selectman 2022 seat Vacancy; Ayer requested the vacant seat be announced on Gilsum Community Facebook page since the Gilsum-NH.gov official website is under construction. Clem Lounder is the only request to be appointed. Cushing noted Lounder is a long time resident who has been quite active in various official positions over the years.

Cushing motions to appoint Lounder as Selectman

Ayer 2nds

vote Cushing yes, Ayer yes, motion passed.

Oath of Office Selectman; Clem Lounder was sworn in by Cushing as Selectman for 2022 seat and Lounder began participating immediately after oath.

Transfer station; Cushing and Maguire met with MDS, Lounder was also present as a resident abutter.

Burn pile- signs limiting to only brush, no lumber will be provided and placed by MDS.
MDS will monitor burn pile.

Cover area- A formal plan is being drafted

Gate- Needs lock

Cantara; Cushing met with Cantara regarding Administrative Assistant resignation

Town Clerk; Betsy Cushing

Municipal Agent-- training in progress anticipated completion 4/14/21. Currently after

registering the Town side residents need to go to Keene City Hall to complete the State registration.

Ayer covers office hours to answer questions while Betsy is off site training

Keys to various clerk cabinets still needed

Town files still need to be located

Avitar provides an all in one service for Clerk duties, currently several programs are used which do not communicate with each other for required reports, Betsy would like Avitar contract be approved. Betsy does not recommend the optional boat registrations at this point. The additional fee is \$500 annually. Betsy questions if there enough boat registrations to warrant \$500 yearly expenditure. This contract requires a selectmans signature and can be amended or ended with notice.

Ayer motions to approve Avitar quote without the optional boat registrations

Louder 2nds

Vote Cushing yes, Ayer yes, Louder yes

Motion passed

Louder signed Avitar contract.

E Registration was not disabled by previous clerk when the State was notified of Municipal Agents resignation on 3/10/21. Betsy was refused login / password info and is addressing the issue with Avitar and NH DMV.

Pistol Permits are being processed with help of Cheshire Sheriffs Dept.

Other Business

SWRPC Emergency Management updates, will refer to Planning Board

Building Permits 37 Haywood Brook Dr application waiting for permit.

Ayer questioned the breakdown of \$234 fee quoted by Cantara, calculations of fees are in question Ayer will research with Building Inspector Glen Dow.

Spring St Lot- New owner would like to know what options exist for use of land will refer to Planning Board

Sign Permit- Advanced Detailing Systems (ADS) approved

Ayer motions to approve Barnes sign permit

Cushing 2nds

vote Cushing yes, Ayer yes, Louder yes, motion passed.

Cares Grant Revenue received. Application / file needs to be located.

Avitar Ayer questions if Gilsum can do anything to prevent legal expenses on yearly PSNH abatement lawsuits. Details are not clear, Gilsum settled in 2019 for approx \$35,000 for abatement of prior years. The \$35,000 is to be credited \$7,000 per year towards future taxes for 5 years. Ayer will contact Avitar to see if solutions exist for the recent 2020 lawsuit filed.

Ayer will contact Avitar.

Library Book Donation appropriated \$1480- Bruce Murphy will forward request for funds.

Ayer motions to approve request

Cushing 2nds

vote Cushing yes, Ayer yes, Louder yes, motion passed.

Librarian – This is a salaried position Librarian will forward request to be paid in 52 equal payments. This will eliminate the previous requirement of weekly requests. Bruce Murphy is also in agreement.

Vacancies Bruce Murphy sworn in for ZBA. ZBA has 3 members 2 vacancies.
List of Gilsum vacancies will be updated.

Municipal Resources Inc Gilsum to contract MRI at \$70 per hour to manage accounts payable / receivable. Ayer noted Salary appropriated in Gilsums budget for 2021 is \$29,920. Estimated hours for MRI are between 10-20 hours a month.
10 hours a month at \$70 per hour annually would cost \$8400
20 hours a month at \$70 per hour annually would cost \$16,800
This is a substantial savings that still allows expenditures for a part time assistant.
Cushing will be the contact person and supply accounts payable records to MRI for processing.
Ayer motions to accept contract
Cushing 2nds
vote Cushing yes, Ayer yes, Louder yes,
Motion passed

Supervisors of Checklist Sarah Jones requested a locking file cabinet. Janel Miller offered to donate ones on Rte 10.
Cushing will pick up.

Broadband Committee- Letter of engagement for DTC Law firm. This firm was recommended by Gilsum Atty Kinyon to handle CCI contract.
Cushing motions to approve
Ayer 2nds
vote Cushing yes, Ayer yes, Louder yes,
Motion passed

Gilsum-NH.gov- Dan Law Memorandum of Understanding update approved.
Ayer will work with Dan and volunteer Sang Curtis to make website functional.

Non Public 7:59pm- Cushing motions to enter Non Public per NH RSA 91-A:3 II (a)
Ayer 2nds
vote Cushing yes, Ayer yes, Louder yes
Motion passed
Ayer motions to adjourn
Cushing 2nd
vote Cushing yes, Ayer yes, Louder yes
Non Public Meeting adjourned 8:08 pm

Public session resumed 8:08 pm

Non public meeting minutes attached

Public questions; Is Gilsum v. Ayer settlement going to be documented? Yes

Does the library get credit for selectmens meetings? Library reports are regulated through the state.

Was the emergency meeting posted in 2 places?
Notice requirements for emergency meetings are waived, however notice was posted at Town Office immediately after, minutes on the emergency meeting followed legal guidelines to include facts supporting the necessity. Ayer noted she erred when she did not post notice in the fifteen minute window of opportunity to do so. Ayer also noted this emergency meeting process has been improved upon from the Feb 16th & 20th 2021 emergency meetings and will continue to improve on the process.

Why havent the vidoes of the selectmens meetings been posted in 5 days?
Ayer responded the recordings she had been posting for three years as a resident are not governmental records, if town owned equipment were used then the requirements of RSA 91-A and RSA 33-A would need to be complied with. Ayer stated unfortunately she will not be recording the meetings at this time to avoid confusion and hopes someone else will dedicate their time to post the meetings.

Cushing motions to adjourn Ayer 2nd
Meeting adjourned 8:17 pm

Respectfully submitted by Vicki Ayer _____

Minutes approved		Date
Chairman Bart Cushing (2024)	_____	_____
Vicki Ayer (2023)	_____	_____
Clem Louder (2022)	_____	_____