

Gilsum Board of Selectmens Meeting
July 07, 2021 6:00pm
Board present Bart Cushing, Vicki Ayer and Clem Louder

6:02 pm Cushing calls meeting to order

6/28/21 Minutes-

Louder motions to approve minutes as written

Cushing 2nds

vote Cushing-yes, Ayer-yes, Louder-yes

Motion passed 6/21/21 Minutes approved

Primex Ins-all over the road vehicles must have ins coverage regardless of value, under \$20,000 value does not require ins

Grader Auction- Sold for \$7320 less McFadden Auction costs.

08 Ford 5500- Cushing to send pictures and info to McFadden for possible auction

Safety Plan- Cushing distributed proposed policy update for review.

Action item: Board will review for discussion at next meeting

JLMC- Selectmen need to nominate 2 managers, employees need to nominate 2 or more.

MSDS- Paper file given to Maguire to be kept on site at highway barn.

Mack Rd Culvert- Right Angle Engineering in process.

Banks rd- Maguire will shore up shoulder with wall blocks

Dump Maintenance-

Maguire proposal of \$35,000

Maguire Trucking- Excavator 2 weeks at \$1700 per week total \$3400

Maguire Trucking- Bull Dozer 1 week at \$2600 per week

Fuel \$4000

Maguire Trucking -on site trucking 2 weeks at \$1500 per week total \$3000

Maguire Trucking- sell 900 yards of clay to Gilsum \$9000

Garwell Co -Hydro Seeding 5000 yards at .12 cents per square foot \$7500 (Maguire should be \$600)

Maguire Trucking -Bull Dozer 1 week at \$2000 per week

Ayer- why is there a trucking fee for the highway dept?

Cushing- We can use the town truck but do not have a CDL driver.

Maguire- If the town truck is used on site it shouldnt be an issue.

Ayer- This is falling under RSA 95-1 if its over \$200 it needs to be competitive bidding

Cushing- Will formalize Maguire Trucking proposal to present to board.

Additional monitor well required, Cushing and Sons to donate well and labor.

Emergency Expenditures-

Cushing- have not heard reply from Budget Committee Chair Ballou regarding accessing general funds.

Ayer- forwarded the requirements the board reviewed in May to Ballou

Ayer- The process is strict and I believe we would not meet the requirements to expend from the general fund. We have funds available in various trusts and budget lines available to use.

Louder- we can expend from trust funds if needed and replenish with a warrant in 2022.

RTK- Cantara emailed Cushing on 7/3/21 requesting MS-232 and MS-535

Ayer will fulfill request.

Senator Kahn- To attend August 16, 2021 Selectmens meeting.

Cleaning Services- A. Buffum proposed 2 cleanings a month at \$80 per month. Office, entry way and waiting area floors and clean both bathrooms.

Cushing motions to approve A. Buffum proposal as cleaner.

Louder- 2nds

vote Cushing-yes, Ayer-yes, Louder-yes

Motion passes

Credit Card Policy- Policy created

Cushing motions to adopt Credit Card Policy as written

Louder- 2nds

vote Cushing-yes, Ayer-yes, Louder-yes

Motion passes to adopt Credit Card Policy

Personnel Policy- Sexual harassment policy amendments suggested to present at future Personnel Policy amendment public hearing

Timber / Excavation- Cushing to take remote training with Steve Roberge of DRA

Keene ALS annual contract- Gilsum Fire Dept sent letter to the board they reviewed and approved the contract for renewal.

Cushing motions to approve annual ALS contract

Ayer- 2nds

vote Cushing-yes, Ayer-yes, Louder-yes

Motion passes

MRI / Quick Books-

Treasurer Lombarda needs access to QB in order to fulfill her duties.

Selectmens Bookkeeper Law will enter deposits and invoices into QB. Law can use the Selectmens QB login.

MRI- requested only one person contact Cyndi Gillespie

Cushing- sent 6 pages of corrections to MRI last week.

Welfare Officer Hurd- Gilsums welfare regulations have not been updated since 2004. Board needs to annually review monetary limits. A welfare software program is available, Hurd is reviewing.

Ayer will create a page on Gilsum-NH.gov and also a town email.

BTLA- 10/27/21 Hearing for Sundaramurthy 2019 property taxes. Ayer will pull file for review next meeting.

Abatements- Currently not tracked in Avitar programs, not legally required to. Ayer & Wing had difficulty answering questions of a resident without being tracked. Ayer suggests to begin tracking in Avitar. Board agrees.

Gilsum Acres- Total acres per NH OSI 10,681. Total acres reported on Gilsums MS-1 10,382
Lounder suggests asking Avitar for input as to why or how this happens.

Trustee of Trust Funds- requested the board transfer warrant article appropriations before December.

FD Equipment Trust Fund Expenditure- This has been entered under the FD budget, it should be entered under the FD equipment trust fund.
Cushing to correct

Checklist-

Cushing motions to approve 7/7/21 checklist

Lounder 2nds

vote Cushing-yes, Ayer-yes, Lounder-yes

Motion passed to approve checklist

Ayer motions to adjourn
Cushing 2nds
Meeting adjourned 8:34 pm

Minutes submitted by Vicki Ayer

Minutes approved

Signature

Date

Bart Cushing

Vicki Ayer

Clem Lounder