

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
MAY 27, 2015
GILFORD TOWN HALL**

1.0 5:00PM SITE VISITS

1.1 Class V Highways - Dead End Roads to consider for discontinuation

Selectmen Gus Benavides, Richard Grenier and Dale Eddy, Town Administrator Scott Dunn, Public Works Director Peter Nourse and DPW Highway Supt. Brian DeNutte met at the Town Hall at 5:00 pm to conduct road visits. First stop was Emerson Road off of Liberty Hill, then Foxborough Road off of Belknap Mountain Road, followed by Pinecrest Street off of Morrill Street and ending with Wood Road off of Bickford Drive. No decisions were made.

2.0 NON-MEETING

2.1 Discussion of collective bargaining negotiation strategy per RSA 91-A: 2, I, (b) Present were: Gus Benavides, Richard Grenier, Dale Chan Eddy and Town Administrator Scott Dunn.

2.2 NON-PUBLIC SESSION

At 6:40 pm, Selectmen Richard Grenier made a motion to enter into non-public session pursuant RSA 91- A: 3, II, (c) to discuss a matter that may adversely affect someone's reputation; Selectmen Dale Eddy seconded. Motion carried on a roll call vote with all in favor; (3-0). Present were: Gus Benavides, Richard Grenier, Dale Chan Eddy and Town Administrator Scott Dunn.

Selectman Grenier moved to exit non-public session at 6:57 p.m. and seal the minutes; seconded by Selectman Eddy and passed on a roll call vote with all in favor; (3-0).

3.0 PLEDGE OF ALLEGIANCE

At 7:00 pm, Chairman Benavides convened the public meeting in the 1st floor conference room and led the assembly with the Pledge of Allegiance to the Flag.

Staff members in attendance were: Public Works Director Peter Nourse, Public Works Operations Manager Mia Gagliardi, Finance Director Geoffrey Ruggles, Police Lieutenant Jim Leach, Parks & Recreation Director Herb Greene, Police Chief Anthony Bean Burpee, Director of Planning and Land Use John Ayer and Executive Assistant Angela Bovill.

4.0 ANNOUNCEMENTS/PRESENTATIONS

Chairman Benavides read the rules of the meeting and then made the following announcements:

4.1 Chairman Benavides read a Certificate of Recognition for the Gilford Conservation Commissions 50th anniversary acknowledging the outstanding contributions of the GCC. Town Administrator Dunn will present the certificate at the Conservation Commission's next regular meeting.

5.0 REVIEW/APPROVAL OF MINUTES

5.1 May 13, 2015

Chairman Benavides asked the Board if there are any amendments to the minutes as presented. There were none. A motion was made by Richard Grenier to approve the 05/13/15 minutes as written; seconded by Dale Eddy and passed with all in favor; (3-0).

6.0 CONSENT AGENDA

6.1 Approval of Previously Signed Documents (05/13/15 – 05/22/15)

Richard Grenier made a motion to approve the list of items previously signed during the period of May 13, 2015 through May 22, 2015 as listed; (attached hereto); seconded by Dale Eddy and passed with all in favor; (3-0).

7.0 PUBLIC HEARING

7.1 Outdoor Special Event Regulations

Chairman Benavides asked Town Administrator Scott Dunn to give some background information along with a brief summary on the need for these rules to be adopted and the process used to develop them. The Chairman then opened the public meeting at 7:05 PM and invited anyone interested to come to the podium, introduce themselves for the record and speak on the matter.

There was no public input. Chairman Benavides then closed the public hearing at 7:05 PM. Richard Grenier made a motion to approve the Outdoor Special Event Regulations as presented, seconded by Dale Eddy and passed with all in favor; (3-0).

8.0 APPOINTMENTS

8.1 Police Chief Anthony Bean Burpee – Police Department Update

Chief Anthony Bean Burpee gave an update on the Police Department starting with personnel issues including hiring, promotions, graduations, years of service. The Chief

also reported on projects including the radios, the police station expansion, SOP manual, job descriptions, coffee with the Chief, Patrol activity including K9 to name a few. The department has 2 new SUV patrol vehicles, one is already on the road and the second is being readied for service. Lastly, on behalf of the PD, the Chief would like to thank Jim Dinan for all the help moving, cleaning, etc with the police station renovations.

8.2 Geoffrey Ruggles – Financial Update

Geoffrey Ruggles, Finance Director gave the Board the monthly financial reports for the year ending April, 2015 along with previous year comparison. Mr. Ruggles reviewed the revenues, expenditures, property taxes and the cash flow projection. 99% of property taxes for 2014 have been collected and the 2015 tax bills went out one week ago.

9.0 OLD BUSINESS

9.1 Town Beach Offseason Access

Parks & Recreation Director Herb Greene and Thom Francoeur, Chairman of the Recreation Commission were present based on the request of Chairman Benavides who wanted to discuss if it is possible to have the Town keep the Town Beach gate open for greater public access during the off-seasons. Mr. Greene stated that each season the water gets turned off; dumpsters and trash receptacles are removed and the bathrooms are closed. A few reasons the gate is not open until just before Memorial day are having the seasonal maintenance staff do all those tasks, mud season and the damage that could occur, unwanted mischief and safety hazards to name a few. Selectmen Benavides is concerned about the cars parked in the road due to the fact that the gate is locked. Discussions ensued. No decisions were made.

9.2 Religious Tax Exemption - Arbo Ministries

Town Administrator Scott Dunn presented a written decision based on the motion at the 05/13/15 Selectmen's meeting approving (2-0, 1-recused) a 35% religious tax exemption for the tax year 2015 in accordance with the provisions of RSA 72:23, III. Chairman Benavides recused himself from voting, signing, etc. based upon his previous decision to do so at the last meeting. Dale Eddy made a motion to approve the written notice of decision as presented; seconded by Richard Grenier and passed; (2-Yes, 1-recused). Chair Benavides then re-joined the Board.

9.3 Kimball Road & Kimball Road Extension Improvements - Meadowbrook Agreement

The MOU between Meadowbrook Farm LLC and the Town of Gilford was prepared and forwarded to Mike Seymour on Wednesday, May 20. They have signed the MOU agreeing to the terms. Richard Grenier made a motion to approve the agreement as presented, seconded by Dale Eddy and passed with all in favor; (3-0).

10.0 NEW BUSINESS

10.1 Acceptance of Donations

(a) Richard Grenier made a motion to accept a \$500 donation from the Gilford Rotary Club for the Drug & Alcohol Task Force with much appreciation, and to authorize the expenditure of those funds for their intended purpose, seconded by Dale Eddy and passed with all in favor; (3-0).

(b) Richard Grenier made a motion to accept a donation of labor and materials from Gator Signs to letter the DPW Vee plow sign with much appreciation; seconded by Dale Eddy and passed with all in favor; (3-0).

10.2 2015 Sewer Rates

Finance Director Geoff Ruggles submitted a memorandum that outlines his recommendation based upon the Town's Sewer Ordinance. Mr. Ruggles is recommending an increase in the administration rate (from \$14.60 to \$16.04 per quarter) and a decrease in the usage rate (from \$5.99 to \$5.64). Discussions ensued. The Selectmen concurred that a public hearing be scheduled for the next Selectmen's meeting, 06/10/15 at 7:00 PM relative to the 2015 sewer rates.

10.3 Public Works Seasonal Change in work hours

Public Works Director, Peter Nourse submitted a request to seasonal change in work hours for DPW Highway and Sewer divisions. Administrator Scott Dunn reviewed and supports this request. Mr. Nourse said that if approved, the new hours would start on June 15, 2015. This will of course be modified by Mr. Nourse if a problem occurs. There was discussion. Richard Grenier made a motion to approve the seasonal change of hours as presented, seconded by Dale Eddy and passed with all in favor; (3-0).

10.4 2015 Road Improvements

Public Works Director Peter Nourse reported that the total estimated cost to do all of the work initially planned for 2015 would be \$1,516,449.56, with a budget of approximately \$1.1 million, including the contribution from Liberty Utilities. DPW also wants to spend \$75,000 on crack sealing this year. As a result, they are recommending the elimination of work to be done on Greenleaf Trail, Cumberland Road, Poor Farm Road, Weeks Road and Edgewater Drive. Selectmen Grenier said that there are 12 roads on the list, which is a stretch. The list could be smaller and more workable so that it is easier to keep to it in the future. Richard Grenier made the motion to approve the amended list of road improvements as presented by Mr. Nourse (to eliminate those roads from the 2015 road improvement plan due to budgetary constraints); seconded by Dale Eddy and passed with all in favor; (3-0).

10.5 HealthTrust Application and Membership Agreement

Town Administrator Scott Dunn presented the updated Membership Agreement between the Town of Gilford and HealthTrust effective July 1, 2015 and is recommending approval of the Board. Richard Grenier made a motion to approve the Health Trust Application and Membership Agreement as submitted, the COBRA administrative Services agreement as submitted, the retiree billing administrative services agreement as submitted, the agreement regarding combination of members for rating purposes and a certificate of authorizing resolution as submitted; and to authorize the Town Administrator to sign each of the documents, seconded by Dale Eddy and passed with all in favor; (3-0).

10.6 Board & Committee Appointments

Town Administrator Scott Dunn is still awaiting a response on this matter and recommends tabling this item. All three Selectmen concur.

10.7 Auctioneer Proposal/Agreement

Town Administrator Scott Dunn has solicited the services of an auctioneer to sell 4 tax deeded properties in late summer and gave the Board a copy of the proposal. Discussions ensued. Richard Grenier made the motion to accept the proposal, approve the agreement and authorize the Town Administrator to sign, seconded by Dale Eddy and passed with all in favor; (3-0).

11.0 OTHER BUSINESS

There was none to report.

12.0 PUBLIC INPUT

Ms. Pam Cliff of Fox Glove Rd in Gilford asked why that road is not on the list. Water pipes were replaced last fall and the road has been left in poor condition. Town Administrator Dunn stated that work was done by Gunstock Acres Water Village District. Public Works Director Peter Nourse said he would make this a priority for next year (2016) and would do an overlay if possible. It is not a guarantee and Selectmen told Mr. Cliff to stay in touch with Mr. Nourse.

Mr. John Scutter of Pinecrest Ext. (the dirt part) in Gilford and asked about the road being shut down. He stated that it is not a dead end road. It wasn't mentioned tonight, he was inquiring on the status. The Selectmen said that was one of the roads that they toured. Town Administrator Scott Dunn said that more research on these roads has to be done, but he anticipates that there would be no change on Pinecrest.

Ms. Sylvia Nichols of Woodland Ave. in Gilford said that she was confused when she read the article in the newspaper, she couldn't figure out why Woodland Ave. was mentioned and asked for clarification. Chairman Benavides stated that there could

have been an error in the article, and directed the question towards the newspaper. Chair Benavides could however confirm that road is not on their list.

13.0 SELECTMEN'S ISSUES

There were none to report.

14.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn stated that the only item on his report was the discussion on the roads. He has nothing further to report.

15.0 NEXT MEETING

The next Selectmen's meeting will take place Wednesday, June 10, 2015.

16.0 ADJOURNMENT

At 8:32 pm Richard Grenier made a motion to adjourn the meeting; seconded by Dale Eddy and passed with all in favor; (3-0).

Respectfully submitted,

Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the _____ day of _____, 2015.

Attest:

Selectmen Dale Channing Eddy, Clerk