

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
JUNE 10, 2015
GILFORD TOWN HALL**

1.0 NON-PUBLIC SESSION

At 6:30 pm, Selectmen Richard Grenier made a motion to enter into non-public session pursuant to RSA 91- A: 3, II, (b) and (c) to discuss a matter that may adversely affect someone's reputation and the hiring of a public employee; 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 made a motion to exit non public session at 6:55 PM to seal the minutes; seconded by Selectman Eddy and passed on a roll call vote with all in favor; (3-0).

2.0 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: Finance Director Geoff Ruggles, Public Works Director Peter Nourse, Town Clerk/Tax Collector Denise Gonyer, Police Lt. James Leach, Police Chief Anthony Bean Burpee, Fire Chief Steven Carrier, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

Chairman Benavides read the rules of the meeting. There were no additional announcements or presentations.

4.0 REVIEW/APPROVAL OF MINUTES

4.1 May 27, 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 May 27, 2015 minutes as written; seconded by Dale Eddy and passed with all in favor; (3-0).

5.0 CONSENT AGENDA

5.1 Approval of Previously Signed Documents (05/24/15 – 06/05/15)

Richard Grenier made a motion to approve the list of items previously signed during the period of May 24, 2015 through June 5, 2015 as listed; (attached hereto); seconded by Dale Eddy and passed with all in favor; (3-0).

6.0 PUBLIC HEARING

6.1 Sewer Rates Fee Schedule

Chairman Benavides asked Finance Director Geoffrey Ruggles to give a brief overview on the proposed Sewer Rate Fee Schedule. The Chairman then opened the public meeting at 7:10 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 7:10 PM. Richard Grenier made a motion to adopt the Sewer Rates Fee Schedule as presented effective July 1, 2015; seconded by Dale Eddy and passed with all in favor; (3-0).

7.0 APPOINTMENTS

7.1 Denise Gonyer – Town Clerk/Tax Collector Update

Town Clerk/Tax Collector Denise Gonyer gave an update on the Town Clerk/Tax Collector's Office starting with a staffing update, computer updates and credit card/online transactions. Ms. Gonyer said that they have been seeing a lot of credit card payments. There were 30 over the weekend alone. Ms. Gonyer also informed the Board that the Tax, Water and Sewer bills all went out. Lastly, on the Friday of Memorial Day weekend her office served 186 customers at the counter. The Town Clerk/Tax Collectors Office has been very busy.

8.0 OLD BUSINESS

8.1 2015 Road Improvement Plan

Town Administrator Scott Dunn said a request was received from the Gunstock Acres Village Water District (GAVWD) to postpone the reconstruction of Mountain Drive this year so that they can do some water main replacement next year. Public Works Director Peter Nourse agrees that it makes sense to replace the water main before the road is fixed. Mountain Drive is on the list of improvements for 2015. That would free up \$134,243 that could be used on substitute roadways instead. Town Administrator Dunn said that the Board may want to consider Greenleaf Trail (\$54,656) and Poor Farm Road (\$65,749) be put back into the schedule for this year. Public Works Director Peter Nourse suggested Tate Rd. It is in very poor condition. Mr. Nourse will have cost estimates on that road tomorrow morning. Mr. Alex Crawshaw, Vice President of New England Service Company for GAVWD said that it makes sense to remove Mountain Rd this year as there is no main water work scheduled in Gunstock Acres for 2015.

Discussions ensued. Richard Grenier made a motion to remove Mountain Drive from the 2015 Road Improvement list and put Greenleaf Trail back on and to wait for the estimate for Tate Rd before any further decision is made; seconded by Dale Eddy and passed with all in favor; (3-0).

9.0 NEW BUSINESS

9.1 Request for Waiver of Minimum Road Standards – White Tail Circle

Town Administrator Dunn provided a summary on the request. The Planning Board has conditionally approved a subdivision off of Young Road that includes a new road approximately 1,105 in length. The Town's Minimum Road Standards do not allow for any dead-end roads to exceed 1,000 feet in length. Mr. Bryan Bailey was present representing the owners. Public Works Director Peter Nourse and Town Administrator Dunn both recommend approving a waiver. Richard Grenier made a motion to approve a waiver of the Minimum Road Standards to allow for the construction of White Tail Circle up to 1,105 feet long; seconded by Dale Eddy and passed with all in favor; (3-0).

9.2 NH-DRA Form PA-28

Town Administrator Scott Dunn recommends the Board signs the NH-DRA Form PA-28 to indicate the Town will not be using the PA-28 Form in 2016. Richard Grenier made a motion to sign the NH-DRA Form PA-28 to indicate the Town will not be using the PA-28 Form in 2016; seconded by Dale Eddy and passed with all in favor; (3-0).

9.3 Gilford School Emergency Notification System Grant Project

Chairman Gus Benavides asked Police Chief Anthony Bean Burpee to explain the grant and what it will be used for. Chief Burpee explained that it is a SAU Grant and that the PD needs to be a part of it for E-911. It provides another layer of communication in situations like an active shooter, allowing persons to communicate to E-911 over the computer using this specialized software. Richard Grenier made a motion to authorize the Police Department to apply for a grant in the amount of \$5,640 to be used for a School Emergency Notification System, and to authorize the Town Administrator to sign the appropriate grant application documents; seconded by Dale Eddy and passed with all in favor; (3-0).

9.4 Request for Waiver of Vendor Permit fee

Mr. Wayne Swanson is requesting a waiver or reduction in the \$400 Vendor Permit Fee to have a booth at the former B-Mae's during Motorcycle Week. Mr. Swanson explained his product and that he owns the patent on his product; so it would not be infringing on others. He asked the Board if they would consider waiving or reducing the \$400 vendor fee based on him being a resident of good standing and that he is promoting a green product. Chairman Benavides clarified that all residents and non residents pay vendor

fees. There was discussion. Richard Grenier made a motion to regretfully deny the request; seconded by Dale Eddy and passed with all in favor; (3-0).

9.5 LRPA-TV Municipal Public Access Agreement

Selectmen Eddy recused himself from this discussion/vote due to the fact that he is the Chairman of the Board for Lake Region Public Access TV. Town Administrator Scott Dunn explained that The Town has received an annual contract from LRPA in the amount of \$14,316.75 to be effective 07/01/15 – 06/30/16. (This is a reduction of \$7,077 from previous years). And is recommending approval. Richard Grenier made a motion to approve the agreement as presented, and authorize the Town Administrator to sign; seconded by Gus Benavides and passed; (2 –Yes, 1-recused). Selectmen Eddy then re-joined the Board.

9.6 Release Deed – 170 Cumberland Road

Town Administrator Scott Dunn reported that Mr. Tran has submitted his payment in accordance with terms of a Purchase & Sales Agreement. He recommends a motion be made to sign the Release Deed as presented. Richard Grenier made a motion to sign the release deed in accordance with the terms of the P&S agreement; seconded by Dale Eddy and passed with all in favor; (3-0).

9.7 Acceptance of Donations

(a) Richard Grenier made a motion to accept a donation in the amount of \$5,875 from the Gilford Police Relief Association and to authorize the expenditure of those funds for their intended purpose, to include the trade-in of the Town's existing inventory of Glock .357's to transition to Sig Sauer P320's; seconded by Dale Eddy and passed with all in favor; (3-0).

(b) Richard Grenier made a motion to accept a donation in the amount of \$1,168 from the Bow Wow Fest with appreciation, and to authorize the expenditure of those funds for their intended purpose, (K9 Ike's medical expenses); seconded by Dale Eddy and passed with all in favor; (3-0).

(c) Richard Grenier made a motion to accept a donation in the amount of \$1,092 from the Wow Trail Fundraiser with appreciation, and to authorize the expenditure of those funds for their intended purpose, (K9 Ike's medical expenses); seconded by Dale Eddy and passed with all in favor; (3-0).

(d) Richard Grenier made a motion to accept a donation in the amount of \$76 from My Coffee House & Coffee Bar with appreciation, and to authorize the expenditure of those funds for their intended purpose, (K9 Ike's medical expenses); seconded by Dale Eddy and passed with all in favor; (3-0).

9.8 Appointments of Town Officials

(a) Richard Grenier made a motion to appoint Charles O. Hopkins, Wesley J. deSousa and Karen Craver as Special Police Officers for a 1 year term; seconded by Dale Eddy and passed with all in favor; (3-0).

(b) Richard Grenier made a motion appoint Ann Montminy as a member of the Zoning Board of Adjustment for a 3 year term; seconded by Dale Eddy and passed with all in favor; (3-0).

10.0 OTHER BUSINESS

Town Administrator Scott Dunn brought it to the Boards attention that the November and December meeting schedules will need to be adjusted. Administrator Dunn is proposing meeting dates for November and December as: 11/18/15, 12/2/15, 12/06/15 and 12/30/15 if necessary. There was a consensus of the Board.

11.0 PUBLIC INPUT

Mr. Wayne Swanson asked the Board if there are any plans to replace the Gilford Beach fence. It is falling over, dilapidated and ugly. Town Administrator Scott Dunn said the Recreation Commission requested money in this year's budget, but it was taken out.

12.0 SELECTMEN'S ISSUES

Selectmen Eddy had no new updates. Selectmen Grenier asked when the Vee plow would be out. Public Works Director Peter Nourse said it would be set out very soon. Selectmen Grenier also asked about tandem trailers lengths based on correspondence he read from the State of NH. Selectmen Benavides gave Kudos's to the Gilford Police Department and the Gilford Fire Department for their immediate response on an accident on Rt. 11.

13.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn will be attending a conference tomorrow. There has been no work done at Glendale and he has not received any word on when it will begin. Last week, very little work was done on the Police Station renovations due to the masons. Administrator Dunn noted that they are using split face cinder block and that it looks much better than the plain. Administrator Dunn has been working on the Memo of Understanding with the City of Laconia on the Transfer Station. July 25 is Hazardous Waste Collection Day for Gilford. Lastly, he will be attending a PELRB arbitration hearing on Friday morning in Concord.

14.0 NEXT MEETING

Wednesday, June 24, 2015 at 7:00 PM

15.0 ADJOURNMENT

At 7:55 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