

GILFORD BOARD OF SELECTMEN'S MEETING
April 8, 2015
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, April 8, 2015, at 6:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, Richard Grenier and Dale Chan Eddy. Also present was Town Administrator Scott Dunn.

Staff members in attendance included Finance Director Geoff Ruggles, Fire Chief Steve Carrier, Police Chief Anthony Bean Burpee, Police Lieutenant Jim Leach, DPW Director Peter Nourse, DPW Operations Manager Mia Gagliardi, Recreation Director Herb Greene, Recycle Center Supervisor Mike Donovan and Executive Secretary Sandra Bailey.

1. Pledge of Allegiance –Chairman Benavides led the assembly in reciting the Pledge of Allegiance and read the rules of the meeting.

2. Public Forum

2.1. Liberty Hill Coal Tar Clean-up Presentation – Chairman Benavides turned the meeting over to representatives from GEI Consultants and Liberty Utilities, who presented a PowerPoint update on the status of the Liberty Hill Coal Tar Clean-up. Saskia Oosting introduced members of the project team and then provided an overview of the presentation, which included what has been accomplished in 2014, a pictorial history of the site and plans for 2015.

Ms. Oosting provided commentary throughout her presentation, including the extensive monitoring that has taken place during the project, including air, vibrations, noise, erosion control and water. In addition, one photograph showed the coal tar seeping out of the soil, which was subsequently removed.

The 2015 construction schedule calls for mobilization in April, preparation and layout in April and May, and soil removal to commence in May. The project is anticipated to be completed in September. The same communication methods that have been in effect in the past will continue in 2015.

Brief discussion ensued regarding any potential future use of the loamed and seeded parcel. Liberty Hill Road will be reconstructed when the project is completed.

In closing, Mary Casey and Saskia Oosting expressed their appreciation for the cooperation that the Town of Gilford has demonstrated.

3. Announcements/Presentations

3.1. Chairman Benavides praised Sandy Bailey, who will soon be retiring, for her service and dedication to the Town of Gilford. He presented her with a plaque commemorating her years of service to the Town.

3.2. Chairman Benavides stated that vacancies are available for residents to serve on various boards and committees.

4. Review/Approval of Minutes

4.1. Selectman Grenier moved to approve the minutes of March 25, 2015, as presented. Selectman Eddy seconded. Motion carried with all in favor.

5. Consent Agenda

5.1. Selectman Grenier moved to approve the previously signed documents for the period March 23, 2015 through April 3, 2015 as listed. Selectman Eddy seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
01/14/15	Change of Status - Cutter	
02/07/15	Change of Status - McGinley	
02/13/15	Change of Status - Jensen	
02/14/15	Change of Status - Andrade	
02/26/15	Change of Status - Madon	
03/01/15	Change of Status - Hiffler	
03/10/15	Payroll Register	
03/16/15	Payroll Register	
03/18/15	Change of Status - Mailloux	
03/23/15	Payroll Register	
03/25/15	Accounts Payable Manifest	
03/25/15	Tax Collector's Warrant - 2014 Sewer Rents	
03/25/15	Sewer Abatement - Brookside Circle	252-053.000
03/25/15	Sewer Abatement - Meadowbrook Farm	224-009.000
03/25/15	Current Use Land Use Change - TC Warrant - Farynaz	205-025.005
03/25/15	Current Use Land Use Change - TC Warrant - Rowland & Dingee	205-029.009
03/25/15	Tax Collector's Warrant - Excavation Tax Assessment	226-055.000
03/25/15	Elderly Exemption	228-014.000
03/25/15	Corrected Elderly Tax Deferral	211-028.000
05/01/15	Change of Status - Bailey	

6. Appointments

6.1. **Chief Stephen Carrier – Fire Rescue Department Update** – Chief Carrier began his presentation by updating the Board on the new ambulance, which has had some repair issues since it went into service on February 10th. The Department is also trying to address the fact that the new ambulance rides very rough.

Chief Carrier reviewed the activity level for the first three months of 2015 and reported what is taking place to prepare for the busy, upcoming summer months. The Department’s Annual Awards Ceremony will take place on Friday, April 17th.

Chief Carrier recognized Firefighter Nick Proulx, who was visiting his family in Methuen, MA on Easter Sunday, and witnessed someone going through the ice. He was able to secure a canoe and push it onto the ice, rescuing the man who had gone through the ice and pulling him into the canoe until first responders arrived. Chief Carrier further stated that a representative from the Methuen Fire Department advised him that

Nick had definitely saved a life and Chief Carrier should be proud of him.

Selectman Grenier inquired if the Board of Fire Engineers were notified when the new ambulance had to be towed, to which Chief Carrier replied that they were not immediately notified. Since Selectman Grenier received comments from the public, he asked Chief Carrier if the Board of Selectmen could be notified when such an event occurs. Brief discussion ensued.

Chairman Benavides asked Chief Carrier to convey, for the benefit of those who may not know, how the Fire Department's role in installing and inspecting smoke detectors in the Gray home contributed to their lives being saved. After Chief Carrier relayed this information, he added that the Grays were awakened by the smoke detectors on the night of the fire. Chairman Benavides stressed the importance of residents knowing that Gilford Fire-Rescue does provide this service with smoke detectors.

The Board thanked Chief Carrier for his update.

7. Old Business

7.1. Selectmen's 2015 Goals and Objectives – Selectman Eddy expressed his support for the goal of becoming more familiar with emergency management preparation plans and participating in training exercises. Selectman Grenier moved to approve the Board of Selectmen's Goals and Objectives for 2015 as presented. Selectman Eddy seconded. Motion carried with all in favor.

7.2. Lily Pond Veteran's Memorial Park – Phil Brouillard, Robert Brown and Doug Hill were in attendance to discuss the proposal to establish the Lily Pond Veteran's Memorial Park. Mr. Brown stated that the objective is to take an unsafe condition that exists along the side of Lily Pond and move it onto a piece of property that is owned by the City of Laconia. The property is located in Gilford but is also under the authority of the Laconia Airport Authority and Federal Aviation Administration.

In addition, in order for the project to succeed, it will be necessary to have its conservation easement amended. This process will be handled by Attorney Hill. Attorney Brouillard added that the FAA, Laconia Airport Authority and City of Laconia have all signed off on the project.

Next, Attorney Hill, who is representing the Conservation Commission, provided a map of the conservation easement area. The portion in question is a 2.9 acre parcel that has been environmentally compromised by the former fire training site, and comprises only 2% of the entire conservation easement.

Attorney Hill provided the Board with a detailed explanation of the process involved in amending the conservation easement. He added that the Conservation Commission has endorsed the conceptual plan, with no guarantee of acceptance of the final plan.

Attorney Hill continue with his presentation, noting that the original 2006 conservation easement was the result of mitigation of a wetland area at the far end of the Airport runway. He emphasized that this project is strictly volunteer and no one has any

personal benefit in it. At this time, the Conservation Commission is seeking the concurrence of the Board to accept the concept of the plan.

Selectman Grenier expressed concern with how the project seems to be expanding. Attorney Hill responded that from his viewpoint, it has not expanded, although many different ideas have been considered on how to utilize the property. Selectman Grenier further stated that he would like to see some sort of protection from future expansion. Brief discussion ensued regarding the number of parking spaces and use of the fishing pier. As far as the FAA expressing concern with the number of people at the end of the runway, Selectman Grenier pointed out that the Wal-Mart store is also in the path of the runway.

Attorney Hill countered that although the conceptual plan does not address all of the issues present, he thinks it is worth looking at and will be a benefit to the community. Selectman Eddy expressed the same concern as Selectman Grenier, as far as the expansion. Attorney Hill reiterated that this park would create a benefit for the Town of Gilford and no one has any personal interest and this is an opportunity to create a community spot.

Selectman Grenier moved to approve the concept of the park, with the understanding that verbiage be included to prevent further expansion, if possible. Selectman Eddy seconded. Motion carried with all in favor.

- 7.3. Town Beach Erosion** – Recreation Director Herb Greene stated that he is seeking the Board's approval to expend funds from the Recreation Facilities Capital Reserve Fund to have an engineering study completed of the Dredge and Fill application prepared by Belknap Landscape Company. Director Greene provided an explanation of the erosion damage that has occurred on the unguarded portion of the Town Beach.

Director Greene pointed out that the Department of Public Works has been extremely helpful in the past with this project. He stated that he would welcome any assistance from DPW Director Nourse as well. Selectman Grenier stated that one of the advantages of having Director Nourse is that he is a P.E., so he inquired if he could perform this study. Director Nourse stated that he is available and will take a look at the beach, although he is not a shoreline expert.

Town Administrator Dunn pointed out that this is a very specialized type of study and he sees the expenditure of the \$1,800 as a worthwhile expenditure. Chairman Benavides suggested tabling the matter and giving Director Nourse an opportunity to review the proposed project. Recreation Director Greene did not see tabling the matter as an obstacle at this time. The Board concurred to table this matter to the April 22nd meeting.

- 7.4. Police Station Improvements – Cost Overruns** – Town Administrator Dunn stated that he has received a detailed cost estimate of the ledge removal, at a cost of \$17,511 and asked the Board how to fund this cost overrun. Chairman Benavides expressed concern with overspending on the project when the Town of Gilford voters approved the expenditure of \$1.213 million. Town Administrator Dunn pointed out that the project allowed for 10% contingency and since the contract was signed, costs have increased for

steel, concrete and lumber, with no funds available to cover the increases. He added that one alternative would be to return to the voters at the 2016 Town Meeting and ask for additional funding. Town Administrator Dunn also reminded Board members that when the contract was signed, \$200,000 was also cut from the project's budget.

The Board concurred to keep the project moving forward and charge the \$17,511 cost for ledge removal to the project, returning to the voters if necessary.

Town Administrator Dunn stated that the other funding matter for the project is for materials testing. The Clerk of the Works solicited a proposal from Miller Engineering, which totals \$14,525 and was not included in the project budget. Although this testing provides the Town with a certain degree of certainty, particularly regarding compaction and strength of the concrete, he is not recommending it. He added that when concrete is delivered, it comes with a certification from the manufacturer of its strength.

Town Administrator Dunn likened the materials testing to that of an insurance policy.

Chairman Benavides asked DPW Director Nourse for his opinion of materials testing in a construction project. Director Nourse stated that he has not seen many construction projects that do not have materials testing. As an example, he pointed out that if materials are not properly compacted, the result could be cracking and settling of the structure. He added that the chances are low of having a problem with a certified mix of concrete.

Selectman Grenier moved to forego the \$14,525 for compaction testing. Selectman Eddy seconded. Town Administrator Dunn pointed out that the \$14,525 includes much more than compaction testing, such as soil testing, concrete testing asphalt testing and steel monitoring. Chairman Benavides advised Board members that although he is always in favor of saving money, he will be voting against the motion because of the scope and expense of the entire project.

Selectman Grenier withdrew his motion and Selectman Eddy withdrew his second. Selectman Grenier moved to approve the expenditure of \$14,525 for materials testing with Miller Engineering, also charging this cost to the project. Selectman Eddy seconded. Motion carried with all in favor.

- 7.5. DPW Vee Plow Sign** – Director Nourse provided the Board with a cost estimate of \$1,250 and proposed location of the sign. Selectman Grenier moved to approve the use of the antique plow as a sign at the proposed location. Selectman Eddy seconded. Motion carried with all in favor.

8. New Business

- 8.1. Fire-Rescue New Vehicle Purchase** – Chief Carrier stated that the Department is seeking authorization to purchase a 2016 Ford F-250 and trade in the existing 2003 Ford F-350 as part of the transaction. Although the lowest bid was not from Hillsborough Ford, that because of the Town's existing business relationship with them, it could be purchased from them since the price difference is insignificant. The lowest bid came from Colonial Ford in Plymouth, MA, who secured the State bid.

Selectman Grenier moved to accept the bid of Hillsborough Ford for the purchase of a 2016 Ford F-250 in the amount of \$35,817 and to authorize the trade-in of a 2003 Ford F350 as part of the transaction. Selectman Eddy seconded. Motion carried with all in favor. Chief Carrier advised the Board that the truck was being purchased without a bed, since they are using the re-using the custom made aluminum bed from the 2003 truck.

- 8.2. Recycle Center Surplus Building & Replacement** – DPW Director Nourse explained his request to the Board. He would like the old office at the Recycle Center to be declared surplus so that it can be removed and authorization to purchase a new metals separation building for approximately \$3,000. Director Nourse thinks that, based on a conservative estimate, significant additional revenue could be realized if the metals are separated now.

Chairman Benavides commended Director Nourse for coming forward with this suggestion, which will generate additional revenue for the Town. Selectman Grenier echoed the sentiments of Chairman Benavides.

Various options on the selection of a metals separation building were briefly discussed. Selectman Grenier made a motion to authorize the demolition of the existing old Recycle Shed and to approve the purchase installation of a new metals separation building, as large as possible, for up to \$3,000. Selectman Eddy seconded. Motion carried with all in favor.

- 8.3. Lakes Business Park Directional Signs** – Selectman Grenier moved to authorize the expenditure of up to \$1,600 for the purchase of 4 Lakes Business Park directional signs from the Lakes Business Park Phase II Capital Replacement Trust Fund. Selectman Eddy seconded. Motion carried with all in favor.

- 8.4. D.A.R.E. Donation Acceptance** – Selectman Grenier moved to accept the donation of \$500 from the Gilford Police Relief Children's Fund, with thanks, and to authorize the expenditure of these funds for their intended purpose. Selectman Eddy seconded. Motion carried with all in favor.

- 9. Other Business** – Town Administrator Dunn stated that a request has been received from the Department of Public Works for the authorization to purchase a new dump truck. Their request is for the purchase of a 2016 Mack GU712 cab and chassis from Manchester Mack and a stainless steel dump body package, including plow and wing, from H.P. Fairfield.

Selectman Grenier moved to authorize the purchase of a new Mack dump truck from Manchester Mack in the amount of \$118,600 and the purchase of a dump body with plow from H.P. Fairfield in the amount of \$60,750. Selectman Eddy seconded. Motion carried with all in favor.

- 10. Public Input** – none.

- 11. Selectmen's Issues** – Selectman Grenier brought up the recent budget cuts to NH DOT and asked Director Nourse about Tier 4 roads. Brief discussion ensued.

Selectman Grenier updated Board members on the situation with the Belknap County Jail expansion.

12. Administrator's Report – Town Administrator Dunn advised the Board that Highway Superintendent Brian DeNutte will be monitoring the ice situation at the Glendale Docks.

The Town Beach concessionaire has advised Recreation Director Greene that they will not be returning to the Beach this year. As a result, Director Greene will be advertising for a new concessionaire.

Re-appointments to various boards and committees will be addressed at the April 22nd meeting. Chairman Benavides suggested sending a letter out to candidates who ran for offices and ask them if they would consider filling some of the board/committee vacancies that exist.

The Public Works Department opened two bids today for pavement work to be done this year. A memo will be forthcoming on their recommendation.

Town Administrator Dunn continues to work on a Special Events Policy, which comes as a result of a Town Meeting vote to amend the Zoning Ordinance.

13. Next Meeting – April 22, 2015

14. Non-Public Session – 6:00 P.M. – Selectman Grenier moved to enter non-public session at 8:07 p.m., pursuant to RSA 91-A:3, II, (a)(b)(d) to discuss public employee compensation, hiring of a public employee and sale of real estate. Selectman Eddy seconded. Motion carried on a roll call vote with all in favor. Present were Gus Benavides, Richard Grenier and Dale Chan Eddy. Also present was Town Administrator Scott Dunn.

Selectman Grenier moved to exit non-public session at 9:00 p.m. and seal the minutes. Selectman Eddy seconded. Motion carried on a roll call vote with all in favor.

15. Non-Meeting

15.1. Union Negotiations [Per RSA 91-A:2,I(a)]

16. Adjournment – With no further business before the Board, the Board of Selectmen's April 8, 2015 meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Dale Chan Eddy
Clerk