

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**June 25, 2014**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, June 25, 2014, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were John O'Brien and Richard Grenier. Also present was Town Administrator Scott Dunn. Absent was Gus Benavides.

Staff members in attendance included Finance Director Geoff Ruggles, Fire Chief Steve Carrier, Director of Public Works Sheldon Morgan, DPW Operations Manager Mia Gagliardi, Director of Planning and Land Use John Ayer, Town Clerk/Tax Collector Denise Gonyer and Executive Secretary Sandra Bailey.

1. **Non-Public Session – 6:00 p.m.** Selectman Grenier moved to enter into non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, (b)(c) to discuss hiring of personnel and matters which may adversely affect someone's reputation. Chairman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were John O'Brien and Richard Grenier. Also present was Town Administrator Scott Dunn.

Selectman Grenier moved to exit non-public session at 6:45 p.m. and seal the minutes. Chairman O'Brien seconded. Motion carried on a roll call vote with all in favor.

2. **Non-Meeting [Per RSA 91-A:2, I, (a)]**
3. **Pledge of Allegiance** – Chairman O'Brien led the assembly in reciting the Pledge of Allegiance.
4. **Announcements/Presentations**
  - 4.1. Chairman O'Brien announced that the Town Offices and Library will be closed on Friday, July 4, 2014 for Independence Day. The Library will also be closed on Saturday, July 5, 2014.
5. **Review/Approval of Minutes**
  - 5.1. Selectman Grenier moved to approve the minutes of June 11, 2014, as presented. Chairman O'Brien seconded. Motion carried with all in favor.
6. **Consent Agenda**
  - 6.1. Selectman Grenier moved to approve the previously signed documents for the period June 9, 2014 through June 20, 2014 as listed. Chairman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT</u> <u>DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
03/10/14	Change of Status - Merrill	
06/01/14	Change of Status - Hiffler	
06/01/14	Change of Status - Patterson	
06/02/14	Change of Status - Nazer	
06/10/14	Accounts Payable Manifest	
06/11/14	Change of Status - Beliveau	
06/11/14	Change of Status - Edson	

## 7. Appointments

- 7.1. John Ayer – Department of Planning and Land Use Update** – Director Ayer provided an update on 2014 building permit activity. Wal-Mart continues to progress as the new addition is open and the refurbishing of the old store is about to begin. In addition, Petco has also opened.

As far as Meadowbrook is concerned, the accessory buildings, lawn seating area and parking lot have been completed.

Another balloon test has been completed for the Stark Street cell tower. Currently, there is only one solar panel system site plan still under review. The Planning Board has reviewed some boundary line adjustments and 2-lot subdivisions, as well as a site plan for the Winnepesaukee Sailing School on Davis Road.

At this time, Chairman O'Brien moved to temporarily appoint Kevin Hayes and Larry Routhier as alternate members of the Zoning Board of Adjustment, with terms to expire on April 30, 2015. Selectman Grenier seconded. Motion carried with all in favor.

The Board thanked Director Ayer for his update.

- 7.2. Geoff Ruggles – Financial Update** – Director Ruggles stated that revenues continue to be above last year's levels, with motor vehicle fees representing \$50,000 above last year.

Because property tax payments are coming in sooner than expected, the interest being generated is less than anticipated. Operating expenses are up significantly from last year, due primarily to an early start in road projects.

Director Ruggles does not anticipate any cash flow issues for 2014.

The Board thanked Director Ruggles for his update.

## 8. Old Business

- 8.1. Potter Hill Road Speed Controls** – DPW Director Sheldon Morgan stated that he anticipates being able to have the road painting done in between 7-10 days, at a cost of approximately \$160.00. In review, Town Administrator Dunn stated that the Board will continue to collect speed data so that additional speed control measures can be considered.

Debbie Haskell of 69 Potter Hill Road stated that she has counted 134 cars using Potter Hill Road on Tuesday, June 24<sup>th</sup> and made estimates of their traveled speeds. Chairman O'Brien responded that the Police Department has compiled hard data from the traffic recorder that was placed opposite her home. Selectman Grenier read this data aloud for her.

## 9. New Business

- 9.1. Acceptance of Donations** – Selectman Grenier moved to accept the following donations and to authorize the expenditure of these donated funds for their intended purpose:

\$675.00 from the WOW Trail for the K-9 Fund

\$57.75 from My Coffee House & Coffee Bar for the K-9 Fund

\$100.00 from John Anderson Realty for the Candlelight Stroll

\$500.00 from Gilford Rotary for the Drug & Alcohol Task Force  
\$75.00 from Susan Leach for the Liberty Elm Tree Adoption Program

Chairman O'Brien seconded. Motion carried with all in favor.

- 9.2. Planning Board Appointments** – Selectman Grenier moved to accept Polly Sanfacon's resignation as a regular member of the Planning Board and to appoint her to a term as an alternate member, to expire April 30, 2015; and further to elevate Norman Silber from his position as an alternate member to a regular member, to complete the term being vacated by Polly Sanfacon that will expire on April 30, 2016. Chairman O'Brien seconded. Motion carried with all in favor.
- 9.3. Lakes Business Park Board of Directors Appointments** – Selectman Grenier moved to re-appoint Leo Sanfacon as a member of the Lakes Business Park Board of Directors for a term to expire on April 30, 2016 and to reappoint Rodney Dyer as a member of the Lakes Business Park Board of Directors for a term to expire on April 30, 2017. Chairman O'Brien seconded. Motion carried with all in favor.
- 9.4. Pawnbroker & Secondhand Dealer License – GameStop** – Selectman Grenier moved to approve the Pawnbroker & Secondhand Dealer License for GameStop, Inc. for the period July 1, 2014 through June 30, 2015. Chairman O'Brien seconded. Motion carried with all in favor.
- 9.5. Live Entertainment License – China Bistro** – Selectman Grenier moved to approve the Live Entertainment License for China Bistro for the period July 1, 2014 through June 30, 2015, conditioned upon no entertainment or playing of music outdoors unless approved by the Planning Board in accordance with the activities and timeframes that are otherwise listed on the application. Chairman O'Brien seconded. Motion carried with all in favor.
- 9.6. Live Entertainment License – Boston Culinary Group/Centerplate (Gunstock)** – Selectman Grenier moved to approve the Live Entertainment License for Centerplate d/b/a Boston Culinary Group at Gunstock Resort for the period May 23, 2014 through May 22, 2015, conditioned upon having no more than 3-piece bands for indoor public events in accordance with the activities and timeframes that are otherwise listed on the application. Chairman O'Brien seconded. Motion carried with all in favor.
- 9.7. Discuss Summer Town Forum** – Chairman O'Brien stated that, in recent years, the Summer Town Forum has been poorly attended. The Board concurred to not hold a 2014 Summer Town Forum. Selectman Grenier stated that meetings can be viewed on our website or local public access television channel and members of the public are welcome to come to any Selectmen's meeting.

*At this time, Police Lieutenant Leach joined the meeting at 7:30 p.m.*

- 9.8. DPW Vehicle/Equipment Purchases (T-5 Dump Truck, T-10 body & equipment)** – DPW Director Morgan proceeded to explain the two memos he prepared for the purchase of these vehicles and equipment.

Selectman Grenier moved to accept the low bid from Donovan Equipment Company of Londonderry, NH in the amount of \$41,835 for the dump body, hydraulics and plow

equipment to be installed on the new Ford F-550 (T-10); and furthermore, to accept the bid from McDevitt Trucks of Manchester, NH in the amount of \$120,624 for the purchase of a Mack GU712 Dump Truck, and to authorize the trade-in of a 1999 Mack Dump Truck (T-5) with a \$10,000 credit value; and authorize the expenditure of an additional \$5,530 for the purchase of extended warranties from Mack Corporation; and furthermore, to accept the bid from Donovan Equipment Company of Londonderry, NH in the amount of \$58,450 for the dump body, hydraulics and plow equipment to be installed on the new Mack dump truck. Chairman O'Brien seconded. Motion carried with all in favor.

- 9.9. Fire-Rescue Department Purchases (E-2 Rehab & Station Improvements)** – Fire Chief Carrier proceeded to explain to the Board of Selectmen the differences between the two proposals received for the rehab of Engine 2. He stated that the Fire Engineers reviewed the bids at their meeting last week and voted to recommend the contract to Lakes Region Fire Apparatus, in the amount of \$48,839.00.

Chief Carrier explained that the large difference in bid amounts is due to the fact that Valley Fire Equipment had planned to completely strip the vehicle and repaint it from bare metal. On the other hand, Lakes Region Fire Apparatus intends to focus more on the corroded spots. This would include a 5-year warranty and they can begin the work as soon as possible, having it ready in 3-4 weeks maximum. Valley Fire Equipment would not be able to begin work on Engine 2 until November and take several months to complete the work.

Selectman Grenier questioned why Valley Fire Equipment chooses to strip down the entire vehicle. Chief Carrier responded that Valley included a letter to them which indicated they would only perform top quality work. This led to further discussion on the differences between the two bids and the possibility of having Valley re-bid the work. Chief Carrier further stated that Valley is only offering a 1-year warranty.

Selectman Grenier moved to accept the low bid from Lake Region Fire Apparatus of Tamworth, NH in the amount of \$48,839 for the rehabilitation of Engine 2. Chairman O'Brien seconded. Motion carried with all in favor.

The next matter to be considered was the Fire Station rehabilitation bid process. Chief Carrier stated that \$50,000 was budgeted for this project and no bids were received. In preparation for this project, they met with a number of vendors and received quotes and estimates that were used for budgeting purposes.

Chief Carrier requested the Board's permission to waive the purchasing policy so that local contractors can be approached and hired for the separate components of the project: windows, carpeting, showers and heat. Selectman Grenier moved to grant a waiver to the Town's Purchasing Policies to allow the Board of Fire Engineers to solicit direct quotes for specific renovation work to be done at the Fire Station in lieu of no bids having been received in accordance with the project specifications, at a not to exceed cost of \$50,000. Chairman O'Brien seconded. Motion carried with all in favor.

- 9.10. Amended Stipulation – Davis Road, Winnepesaukee Yacht Club & Sailing Association** – Chairman O'Brien disclosed that he is a member of the Winnepesaukee Yacht Club, but thinks he can be impartial in this matter. Selectman Grenier moved to approve the terms of the amended stipulation. Chairman O'Brien seconded. Motion carried with all in

favor.

- 10. Other Business** – Town Administrator Dunn stated that last year, the Town had some new street lights installed on Lily Pond Road, with Meadowbrook paying for the installation and the Town paying for the monthly charges. It has been determined by the Police Department that one of the lights is not bright enough and additional power is required for the safety of the officers. This would increase the Town's cost from \$130 per year to \$366 per year.

Selectman Grenier moved to approve the additional expense for lights at the corner of Lily Pond Road and Kimball Road. Chairman O'Brien seconded. Motion carried with all in favor.

- 11. Public Input** – Gail Ober from the Laconia Daily Sun inquired about the motion made to appoint two temporary members to the Zoning Board of Adjustment. She asked if they would be interested in being permanent alternate members, to which Chairman O'Brien replied no.

- 12. Selectmen's Issues** – Selectman Grenier complimented the company that painted the lines on the roads within Gilford. He then asked Director Morgan the status of the new radar sign, who stated that it is basically ready to go but a location still needs to be determined where it will properly function. Town Administrator Dunn stated that he will make every possible effort to see that this project is expedited. Brief discussion ensued on choosing a location for the sign.

Selectman Grenier stated that he attended the Belknap County Delegation meeting regarding the \$2.9 million bond for the jail. He further stated that the groups continue to be dysfunctional, with the Commissioners not listening to the Delegation. He feels that the situation at the jail has become intolerable and action is needed.

- 13. Administrator's Report** – Town Administrator Dunn reported that today he received the first draft of the specifications for the Police Station expansion project and will begin reviewing it tomorrow. It has also been passed onto the Police Department for their review.

- 14. Next Meeting** – July 9, 2014.

- 15. Adjournment** – With no further business before the Board, the Board of Selectmen's June 25, 2014 meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Richard Grenier  
Clerk