

**TOWN OF GILFORD**  
**BOARD OF SELECTMEN'S MEETING MINUTES**  
**January 25, 2017**  
**7:00 PM**  
**GILFORD TOWN HALL**

**1.0 NON PUBLIC SESSION**

At 6:30 pm Selectman Benavides made a motion to enter into non-public session to discuss personnel issues pursuant to RSA 91-A: 3, II, (b); matters that may adversely affect someone's reputation - Ambulance Fee Abatements per RSA 91-A: 3, II, (c); and consideration of security related issues per RSA 91-A: 3, II, (g); Motion carried on a roll call vote with all in favor; (3-0). Present: Selectmen Richard Grenier Dale Channing Eddy and Gus Benavides. Also present Town Administrator Scott Dunn.

Matters were discussed that may adversely affect someone's reputation, personnel issues and security related issues those minutes were sealed as noted below.

Police Chief Anthony Bean Burpee submitted a request to hire Lance Rouse of Nashua, NH as a full-time Patrol Officer at \$19.14 per hour effective 02/04/17. Selectman Eddy made a motion to hire Lance A. Rouse as presented; seconded by Selectman Benavides and passed with all in favor; (3-0).

Fire Chief Stephen Carrier submitted a list of ambulance abatements totaling \$9,116.68 and is seeking approval of the Board. The Board of Fire Engineers approved on 01/17/17. After review and discussion, Selectman Eddy made a motion to approve the abatements as submitted; seconded by Selectman Benavides and passed with all in favor; (3-0).

Town Administrator Scott Dunn also discussed the evaluation of D. Parker and it was the consensus of the Board to approve the 2.5% merit increase.

Town Administrator Scott Dunn informed the Board that Mr. Isaac Howe applied as a candidate for Planning Board Alternate member.

At 6:50 pm Selectmen Eddy made a motion to come out of non-public session; seconded by Selectman Benavides and passed with all in favor; (3-0).

**2.0 PLEDGE OF ALLEGIANCE**

At 7:00 pm Chairman Grenier convened the public session of the Board of Selectmen in the 1<sup>st</sup> floor conference room and led the assembly with the Pledge of Allegiance to the Flag. Board members in attendance were: Selectman Richard Grenier, Selectman Dale Channing Eddy and Selectman Gus Benavides.

Staff members in attendance were: Public Works Director Peter Nourse, Public Works Operations Manger Mia Gagliardi, Public Works Highway Superintendent Brian Denuette, Police Lieutenant James Leach, Police Lieutenant Kristian Kelley, Finance Director Glen Waring, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**3.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting and announced the Annual Town Meeting Deliberative Session will be Tuesday, 02/07/17 at 7 pm @ Gilford High School. The School District Meeting

Deliberative Session will be Thursday, 02/09/17 @ 7 pm @Gilford High School. The filing period for Town Offices is from 01/25/17 through 02/03/17.

#### **4.0 REVIEW/APPROVAL OF MINUTES**

Chairman Grenier asked if there were any changes to the minutes. There were none. Selectman Benavides made a motion to approve the minutes of January 11, 2016 as presented; seconded by Selectman Grenier and passed; (2-0-1 Selectman Eddy abstained). Selectman Eddy made a motion to approve the minutes of January 16, 2017 as presented, seconded by Selectmen Benavides and passed with all in favor; (3-0).

#### **5.0 CONSENT AGENDA**

Selectman Eddy made a motion to approve the items previously signed during the period January 9, 2017 through January 20, 2017 as listed (attached hereto); seconded by Selectman Benavides and passed with all in favor; (3-0).

Selectman Eddy made a motion to seal the non public minutes regarding security issues; seconded by Selectman Benavides and passed with all in favor; (3-0).

#### **6.0 APPOINTMENTS**

Finance Director Glen Waring reviewed the 2016 Year-end financials and touched on some key points including cash flow projection, town bank accounts, YTD budget to actual reports to name a few. Mr. Waring noted that 2016 total revenues are \$4,253,000 as compared to the budgeted estimated revenues of \$3,883,000 which will result in approximately \$370,000 of unanticipated revenues collected. Preliminary 2016 total operating expenditures are \$12,209,000. Property tax collection for 2016 was once again above 95% collected which equates to an additional \$445,000 cash flow. Lastly, due to the strong tax collections rate, the cash balances as of 12/31/16 was \$14,491,909. The Board thanked Mr. Waring for his detailed update.

Finance Director Glen Waring then presented the Board with his semi-annual department update starting with staffing. Mr. Waring was hired in September 2016 and Accounting Clerk Marie Mora was hired in October 2016 both due to resignations. Mr. Waring and his staff have attended various trainings throughout the year. Mr. Waring stated they have issued several warrants (sewer, property tax, timber tax) and completed the 2016 Year-end reporting which includes W2's being issued and distributed along with 1099's and required budget documents being submitted to the New Hampshire Department of Revenue Administration. Mr. Waring also reviewed some recommendations and goals he foresees in the coming months and answered the Boards questions.

#### **7.0 OLD BUSINESS**

7.1 Town Administrator Scott Dunn presented the final version of the 2017 Annual Town Meeting Warrant as approved by the New Hampshire Department of Revenue Administration (NH-DRA). Selectman Eddy made a motion to approve and sign the 2017 Annual Town Meeting Warrant as presented; seconded by Selectman Benavides and passed with all in favor; (3-0).

7.2 Mr. Gary Kiedaisch thanked the Board for the speed control measures that were put in place on Potter Hill; it is working. Mr. Kiedaisch gave the Board a quote he obtained from Ambrose Bros of Meredith, NH for \$75,000 to lower the road in front of his barn. In his opinion, Mr. Kiedaisch feels that the road elevation has been raised over the years. (He bought his property in 1994) Discussion ensued. The Board asked Public Works Director Peter Nourse if he was able to obtain any history of the road in front of Mr. Kiedaisch barn. Mr. Nourse said, in his opinion, it is unlikely that the road has been raised 12" and went on to discuss. The Towns paving contractor gave a quote for \$137,580. Mr.

Nurse said this is apples versus oranges. Mr. Rob Ambrose said these are valid points in the fact that he provided a basic quote and went by standard spec's and the fact that Mr. Kiedaisch was going to take care of the retaining wall. If Ambrose would get the job, it would be done to Towns specifications and DOT standards, which of course would raise the price. Lengthy discussions ensued.

7.3 Mr. Jan Buitendag re-submitted a letter for the Board's consideration of the continuance of a Triathlon in Gilford. Originally the application requested use of the Town Beach for one morning. The most recent application submitted by Mr. Buitendag is requesting to use the Town Beach for two days (August 12-13). Mr. Buitendag was present and also told the Board that they would actually need the beach 3 days before the weekend to set up. The Board unanimously concurs the Town cannot give up the Beach for this amount of time in the prime time of summer as it would not be fair to the residents. The Board very much appreciated his efforts and sincerely hopes he can find a venue somewhere else. Mr. Buitendag withdrew his application and thanked the Board for their consideration.

## **8.0 NEW BUSINESS**

8.1 Town Administrator Scott Dunn has spoken with Mr. Richard Egan who is currently an Alternate Planning Board Member. Mr. Egan has agreed to be a regular member of the Planning Board to fill the vacancy left by the resignation of Mr. John Morgenstern. Selectman Eddy made a motion to approve the appointment of Mr. Richard Egan as a regular member of the Planning Board until 04/30/2018; seconded by Selectman Benavides and passed with all in favor; (3-0).

8.2 Finance Director Glen Waring submitted the CAI Technologies WebGIS Support Proposal for 2017-2018 totaling \$2,400. Discussion ensued. Selectman Eddy made a motion to approve and sign the GIS Internet Services Maintenance Agreement with CAI Technologies as presented in the amount of \$2,400; seconded by Selectman Benavides and passed with all in favor; (3-0).

8.3 Town Administrator Scott Dunn gave the Board a Property Tax Interest Abatement Request for Dr. John Breda. The Board reviewed and Selectman Eddy made a motion to deny the request; seconded by Selectman Benavides and passed with all in favor; (3-0).

8.4 Town Administrator Scott Dunn explained that Mr. Fred Wernig is requesting reimbursement from the Town on the amount of \$195 for replacement of a tire that was damaged when he hit a broken sign post stub on Wild Acres Road. Mr. Wernig slid off the road due to snow and ran over the sign post. Discussion ensued. Selectman Eddy made a motion to deny the reimbursement request as presented; seconded by Selectman Benavides and passed with all in favor; (3-0).

## **9.0 OTHER BUSINESS**

Town Administrator Scott Dunn explained that Mr. Isaac Howe has applied to be an Alternate Planning Board member. Mr. Howe was present and told the Board about himself and his interest in the position. Discussion ensued. Selectmen Eddy made a motion to approve the appointment of Isaac Howe as an Alternate member of the Planning Board until 04/30/2018; seconded by Selectmen Benavides and passed with all in favor; (3-0).

## **10.0 PUBLIC INPUT**

Mr. Kevin Hayes wanted to publically state Potter Hill Road is a public road that all taxpayers use. Mr. Hayes contacted the previous Public Works director who indicated that no grade changes were made in front of Mr. Kiedaisch barn. He also felt in his opinion that the speed issue on Potter Hill Road is a Police issue, not a Public Works issue and it is not right to change the conditions of the road for

speed. Many other roads in town have the same issue, and it's a bad precedence to set for other roads that have speeders.

### 11.0 SELECTMEN'S ISSUES

Selectmen Grenier would like to get together with Town Administrator Dunn to discuss the Employee Evaluation Process.

### 12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn said that he has had 2 requests (out of 10,000 per year) for stickers to coincide with vehicle registrations for the convenient of property owners and asked if the Board wanted to make any changes. The Board will keep it as is.

Town Administrator Dunn attended House Bill 413 (HB413) hearing last week at the State relative to the State funding 15% of the NHRS contributions of teachers, police, firefighters, etc. Mr. Dunn spoke in favor and noted that he was the only municipal official there with the exception of the New Hampshire Municipal Associations (NHMA) Executive Director.

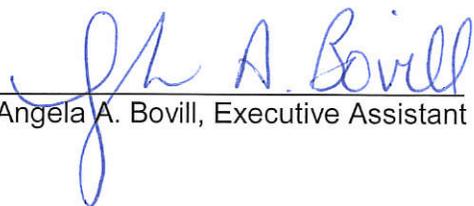
### 13.0 NEXT MEETINGS

The next meeting of the Board of Selectmen will be Wednesday, February 8, 2017 at 7:00 PM.

### 14.0 ADJOURNMENT

With no further business to come before the Selectmen, Selectman Eddy made a motion to adjourn the meeting at 8:10 pm; seconded by Selectman Benavides and passed with all in favor; (3-0).

Respectfully submitted,

  
Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 22nd day of February, 2017.

Attest:

  
Selectman Gus Benavides, Clerk