

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
February 24, 2016  
GILFORD TOWN HALL**

**1.0 NON-PUBLIC SESSION (6:30 pm)**

At 6:30 PM, Selectmen Grenier made a motion to enter into non-public session pursuant to RSA 91-A: 3, II (a) to discuss personnel issues, (c) matters that may adversely affect someone's reputation and (e) pending litigation. Motion carries on a roll call vote with all in favor; (3-0), Present: Selectmen Gus Benavides, Richard Grenier, Dale Chan Eddy and Town Administrator Scott Dunn.

An appointment with an employee to discuss compensation was postponed. In the meantime, Town Administrator Dunn presented a draft revised pay plan for non-union personnel based on a 20 year program of merit increases for the maximum pay for the Board to review. There was discussion; no decision was made.

The Selectmen reviewed the request/correspondence for ambulance abatements from Fire Chief Stephen Carrier totaling \$9,093.06. Discussion ensued. Richard Grenier made a motion to approve the ambulance abatements as presented for \$9,093.06; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

Town Administrator Dunn updated the Board on the Town Attorney's opinion on the State v. Lilley case. Discussion ensued. It was the consensus of the Selectmen to authorize the Town Attorney to file a motion for reconsideration. The Board also requested to have the Police Chief provide the Board with data related to prosecutions for 2015

At 6:55 PM, Richard Grenier made a motion to exit non-public session; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

**2.0 PLEDGE OF ALLEGIANCE**

At 7:00 PM Chairman Benavides convened the public meeting in the 1<sup>st</sup> floor conference room and led the assembly with the Pledge of Allegiance to the Flag.

Staff members in attendance were: Fire Chief Stephen Carrier, Finance Director Geoffrey Ruggles, Public Works Director Peter Nourse, Police Chief Anthony Bean Burpee, Department of Planning and Land Use Director John Ayer, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**3.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting. Chairman Benavides then announced that Town Meeting Voting will be held at the Gilford Youth Center on Tuesday, March 8, 2016 from 7 am to 7 pm. The First Annual Public Safety Community Skate Night will be on Monday, February 29, 2016 at 7 pm at the Gilford Skating Rink. (Update 02/26/16: This was canceled due to Ice Rink Closure due to weather)

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

##### **4.1 February 10, 2016 Public and Non-Public Minutes**

Richard Grenier made a motion to approve the 02/10/2016 minutes as written; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

#### **5.0 CONSENT AGENDA**

##### **5.1 Approval of Previously Signed Documents 02/08/16 through 02/19/16**

Richard Grenier made a motion to approve the items previously signed during the period of 02/08/16 through 02/19/16 as listed (attached hereto); seconded by Dale Chan Eddy and passed with all in favor; (3-0).

#### **6.0 APPOINTMENTS**

##### **6.1 John Ayer, Department of Planning and Land Use Director**

John Ayer, Department of Planning and Land Use Director came before the Board with a semi-annual update of his department. Mr. Ayer said that there has been a 50% increase over 2015 (YTD) for permits (a lot more single family homes); this is the highest number of permits that they have issued since 2008-2009. His department has been very busy and has had an additional workload dealing with the Agriculture/Agritourism issue. The staff has been pretty overwhelmed. Mr. Ayer presented a list of monthly permit updates along with Planning Board Activity update. Selectmen Grenier asked again to appeal to the developer at the Airport Commons to consider having a proper curb side for unloading wheelchair/handicapped (like the Senior Area Bus). Mr. Ayer will inquire. The Selectmen thanked Mr. Ayer for the update.

##### **6.2 Geoffrey Ruggles, Finance Director – Monthly Financial Report Update**

Finance Director gave the Board a monthly financial report for the period ending January 31, 2016. Mr. Ruggles reported that overall revenues are up \$11,000, motor vehicle receipts are the same as last year and receipts from interest on outstanding taxes continues to shrink. Expenditures for January were up only \$7,000 over last year, the highway department is down nearly \$38,000 from last year due mostly to milder winter conditions. Tax payments are the best they have been in 5 years at almost 96% collected. Although it is early in the year, Mr. Ruggles reported that cash flow seems to appear adequate for the year. The Selectmen thanked Mr. Ruggles for the update.

#### **7.0 OLD BUSINESS**

There was none.

#### **8.0 NEW BUSINESS**

##### **8.1 Request for Stop Sign Ordinance – Annis Drive and Lakeshore Road**

Public Works Director Peter Nourse reviewed his memo requesting a Town stop sign ordinance at Annis Drive at Old Lake Shore Road (upper intersection) which included stats that the Police Department collected. There have been 4 accidents in the last 5 years and the Selectmen

asked Mr. Nourse to explain each. Lengthy discussion ensued and the Board asked Mr. Nourse various questions. It was the consensus of the Selectmen not to proceed with this request.

## 8.2 Unanticipated Revenues

Richard Grenier made a motion to accept the donation of \$100 from Meredith Village Savings Bank for the D.A.R.E. program with appreciation and to authorize the expenditure of these funds for their intended purpose; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

## 8.3 Pawnbroker & Secondhand Dealer License Application

Town Administrator Scott Dunn gave the Board a License Application from Leslie Lovely that has been approved by the staff. Richard Grenier made a motion to approve the Pawnbrokers/Secondhand Dealer License for Leslie Lovely as recommended by the staff; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

## 9.0 OTHER BUSINESS

Town Administrator Scott Dunn met with the Project Manager for the Marine Patrol Construction Job and discussed engineering for electrical services including the DES pump stations, Police Annex, dock lights and public restrooms. They have fallen short and asked if the Town would consider contributing \$1,100 for the engineering work to be done. If the Town contributes the \$1,100, they (the State) will have their contractor due the job. Administrator Dunn says we try be a good neighbor at Glendale and that these dock lights benefit Gilford boat owners. There is money in the Glendale Capital Reserve Fund and he would recommend using that money to fund this. There was discussion. Richard Grenier made a motion to expend \$1,100 from the Glendale Capital Reserve Fund; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

## 10.0 PUBLIC INPUT

Mr. Eric Nachbaur of 9 Sargents Place spoke in favor of stop signs at Annis Drive and said he had discussions with the previous Public Works Director Sheldon Morgan expressing the same. Mr. Nachbaur feels that two stops signs are needed; even adding a sign that says stop ahead would be helpful. Discussion ensued. Selectmen Grenier is opposed. Selectmen Eddy would like to take another look at this intersection. Chairman Benavides said the Board will add this item under old business on the next meeting agenda (03/09/16).

## 11.0 SELECTMEN'S ISSUES

Selectmen Grenier said a sign is needed for cardboard separation at the Recycle Center.

## 12.0 ADMINISTRATORS REPORT

Town Administrator Scott Dunn received a phone call from a resident that went to the transfer station but was turned away because they did not have a sticker. They offered their registration and were told that was not acceptable. Does that Board want to change to current rules and allow registrations to be proof or to keep the rules as they stand. Discussion ensued and the Board concurred that they will keep the rules as they stand and that residents need a sticker.

The Office of Emergency Management visited the new Police Station this week as part of the close out for the \$169,424 grant that the Town received for this project. They complimented the Town on the organization and efficiency of the paperwork on this grant. Administrator Dunn shared that while having discussions with them, he was told that grants will be available for sewer pump station generators. Public Works Director Peter Nourse is coming to the 03/09/16 Selectmen's meeting with a proposal for the need for pump stations. They are hoping the Town may be able to get a grant for Varney Point (left and right) stations. Administrator Dunn said that the phones are still not all working at the Police Station. Spaulding Hill was here all day today and that they will be back Friday hoping to resolve the issues. Administrator Dunn and Police Chief Bean Burpee are not happy with this whole ongoing situation. Town Administrator Dunn told the Selectmen that the Department of Planning and Land Use staff is over extended. Three people may not be enough and he wanted to give the Selectmen a heads up that they may be looking at trends over the next year to evaluate the proper size of the staff. He noted that the DPLU had 4 full-time employees in 2008.

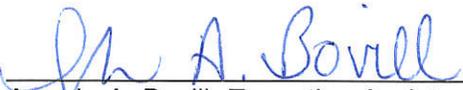
### 13.0 NEXT MEETING

The next meeting of the Board of Selectmen will be on Wednesday, March 9, 2016 at 7pm.

### 14.0 ADJOURNMENT

Richard Grenier made a motion to adjourn the meeting at 8:00 PM; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

Respectfully Submitted,

  
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Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 9<sup>th</sup> day of MARCH, 2016.

Attest:

  
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Selectmen Dale Channing Eddy, Clerk