

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
March 9, 2016  
GILFORD TOWN HALL**

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

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

Police Lt. James Leach joined the meeting at 6:35pm to discuss his compensation with the Board. Lt. Leach then left the meeting at 6:45pm. No decisions were made.

The Board requested Town Administrator Scott Dunn look into the circumstances on an overdue employee evaluation and report back to the Board after a meeting with the individual.

The Selectmen discussed the conduct of a Town Official who identified himself as a member of the Planning Board while speaking at a legislative hearing and writing a letter to the editor. Selectman Eddy was concerned that the Planning Board member was giving the impression he was speaking on behalf of the Planning Board without authorization to do so, but after speaking directly with the Town Official he hoped the conduct would not be repeated. No decisions were made.

The Board discussed pending litigation in the matter of Twomey et. al. v. Town of Gilford. It was the consensus of the Board to have Attorney Laura Spector-Morgan represent the Town in all matters regarding this pending litigation.

At 6:55pm 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 7:00pm 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: Finance Director Geoffrey Ruggles, Deputy Fire Chief Bradley Ober, Police Lt. James Leach, Public Works Director Peter Nourse, Police Chief Anthony Bean Burpee, Sewer Technician Kevin Carlisle, 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 the Police Department will have an Open House on Tuesday, March 29, 2016 from 6pm to 8pm and invited all residents to come and tour new facility and meet staff. As of March 1<sup>st</sup> the Town has posted its roads to a maximum weight limit of 10 tons and continuing until the roads become solid again.

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

##### **4.1 February 24, 2016 Minutes**

Richard Grenier made a motion to approve the 02/24/2016 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 02/22/16 through 03/04/16**

Richard Grenier made a motion to approve the items previously signed during the period of 02/22/16 through 03/04/16 as listed (attached hereto); seconded by Dale Chan Eddy and passed with all in favor; (3-0).

#### **6.0 APPOINTMENTS**

There were none.

#### **7.0 PUBLIC HEARING**

Ms. Donna Lane came to give the Board an update on the progress of the CDBG for the Old Lake Shore Cooperative Water System Improvement Project at the 52 unit manufactured housing park located at 343 Old Lake Shore Road in Gilford. Chairman Benavides opened the public hearing at 7:15pm. Ms. Lane explained the work completed to-date consisted of new valves, underground lines, dry well, pump house, booster system and water filter system. Chairman Benavides opened the hearing and invited public input. There was none. Chairman Benavides closed the public hearing at 7:17pm and thanked Ms. Lane for the update.

#### **8.0 OLD BUSINESS**

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

Chairman Benavides noted the Board discussed this matter at a meeting held on February 24, 2016 at which time it was the consensus not to proceed with an ordinance, but Selectman Eddy requested an opportunity to conduct a site visit for additional discussion at the next meeting. Selectmen Eddy reported that he spent a total of 5 hours over the last 2 weeks observing this intersection, but he did not see a need for a stop sign. It was the consensus of the Board not to change its previous decision.

##### **8.2 Intersections of NH Route 11-A & 11-B**

Public Works Director Peter Nourse said that about 5 years ago, the Town reached out to NH-DOT with a request to reconfigure the triangle intersection. Mr. Nourse stated his opinion that the intersection of NH Route 11-A & 11-B would be safer if there was a "T" instead of the current situation. He was asking if the Board still wanted to pursue this possibility because changes in DOT personnel have made them more receptive to these types of improvements, although there was still a question of limited funding.

Selectman Grenier asked if the State would pay for any of this work. P. Nourse said this was unlikely unless it was part of the 10 year plan.

Selectman Eddy said that he would like to see Mr. Nourse research these costs.

Selectman Grenier noted the Town currently struggles to maintain and rebuild Town roads – he is not in favor of spending Town money on this project.

Chairman Benavides was in agreement with Selectman Eddy to have the Public Works Director look into this in more detail. He then commended Public Works Director Peter Nourse on his managing of the DPW.

### 8.3 Approve/Sign Collective Bargaining Agreement with the Teamsters of NH, Local 633

Richard Grenier made a motion to approve and sign the collective bargaining agreement between the Town and Teamsters of New Hampshire Local 633 as presented; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

### 8.4 Quitclaim Deed to convey 264 Hoyt Road

Town Administrator Scott Dunn gave an overview of the Quitclaim Deed to convey 264 Hoyt Road. Richard Grenier made a motion to approve and sign the Quitclaim Deeds for 264 Hoyt Road as presented, seconded by Dale Chan Eddy and passed; (2-0-1) (Selectmen Benavides abstained).

## 9.0 NEW BUSINESS

### 9.1 Sewer Pump Stations – Varney Point left and Varney Point Right

Public Works Director Peter Nourse reviewed in detail a memo he submitted regarding the Engineering Evaluation of Sewer Pump Stations for Varney Point Left and Right. Mr. Nourse also outlined the deficiencies of the current stations. Mr. Keith Pratt and Mr. Ben Dryer from Underwood Engineers in Portsmouth, NH presented a summary of their study with three options proposed for the Town; (Option #1 for \$775,000, Option #2 for \$1.1 million and Option #3 for \$825,000). Mr. Nourse recommends option number 1. Underwood Engineers also recommend option #1. The Town Administrator said it was likely that there were sufficient funds on-hand for these projects without the need for loans or tax payer appropriations, including some grant funds dedicated to emergency electric generators. Richard Grenier made a motion to proceed with the Option 1 design phase and development of bid specifications; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

### 9.2 Acceptance of Unanticipated Revenues

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

### 9.3 Acceptance of Non-Revenue Donation

Richard Grenier made a motion to accept a donation of fence poles from Ski Mountain Supply worth \$522 with appreciation and to authorize the installation of these poles as intended; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

#### 9.4 Abatement Request – Edge of Wood Campground

Finance Director Geoffrey Ruggles presented a 2015 property tax abatement request from John Scannell, owner of Edge of Woods Campground. After a discussion about tax laws related to recreational vehicles, Richard Grenier made a motion to approve a 2015 abatement at Edge of Wood Campground for lots 5, 6 and 7 totaling \$763.00 plus interest, contingent upon receipt of updated tax information as required by RSA 72:7-d; seconded by Dale Chan Eddy and passed; (2-1) (Richard Grenier was opposed).

#### 9.5 Approval/Sign Collective Bargaining Agreement #1 with AFSCME, Local 534

Town Administrator Scott Dunn stated this amendment was intended to clarify current practices, but had no “cost items” and therefore did not require Town Meeting approval. Richard Grenier made a motion to approve Amendment #1 as presented; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

#### 9.6 Purchase of new HD Pick-up with Plow and Accessories (T-11) by DPW

After reviewing the recommendations of Public Works Director Peter Nourse, Richard Grenier made a motion to approve the purchase of a 2016 Ford F-550 from Hillsboro Ford with an extended warranty in the amount of \$47,735 under the State bid process and to authorize a waiver of the Town’s purchasing procedures to approve the single source purchase of a body and plow package in the amount of \$58,665 from HP Fairfield; and to authorize the trade-in of a 2009 Ford F-550 worth an estimated \$20,000 to be applied to the purchase price; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

#### 9.7 Board and Committee Appointment /Re-Appointment Process

Town Administrator Scott Dunn asked the Board of Selectmen if they wanted to establish a formal process to interview or meet with candidates for appointments and re-appointments to Boards and Committees. It was the consensus to continue with the current practice.

### **10.0 OTHER BUSINESS**

There was none.

### **11.0 PUBLIC INPUT**

Ms. Gayle Ober, reporter for the Laconia Daily Sun inquired if there was going to be any policy changes in the appointing of Board and Committee members. The Chairman said no.

### **12.0 SELECTMEN’S ISSUES**

Selectman Grenier wanted to publically thank the 1430 voters that came out to vote on March 8<sup>th</sup>.

Selectman Eddy said that he heard from many members of the public that they really appreciated having the material available to read up on ahead of time.

Chairman Benavides said he was glad Gilford uses the SB2 process because it allows for greater public participation for Town Meeting voting.

### 13.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported that the NH Route 11A radar should be up and running by the end of next week. He noted that now that the Police Station project is complete, the Police Administration remains concerned about the potential for a motor vehicle accident when the public drives by the roadway used by police vehicles, especially during emergencies. (It was the consensus of the Board to place this matter on a future agenda.) Administrator Dunn reported the \$1,100 expenditure previously authorized by the Selectmen authorized for the electrical design work at Marine Patrol for dock lights will not need to be spent because the Town has worked out an arrangement with NH-DES to bring power from the pump station. Town Administrator Dunn noted there was some recently unauthorized work done within the Town Right of Way at Terrance Hill Road leading to the beach. This was being repaired, however, there are two boats stored in the ROW. Previous Boards have not allowed boats to be stored there. (It was the consensus of the Board to continue the past practice of not allowing boat storage within the ROW.) Town Administrator Dunn has been working with DPW staff to address water drainage issues coming onto Silver Street from Cheshire Circle. Selectmen Benavides said that this is a long-standing problem. Mr. Dunn said the new water softener has been installed in Town hall and the plumbing improvements have helped with water pressure issues, but have not cured the problem. The long-term fix will be replacing the well pump scheduled for 2017, but he was not in favor of spending additional money until then. Mr. Dunn informed the Board that the Lakes Region Planning Commission was working with NH-DOT to develop lanes on state highways for bicyclists and pedestrians by reducing lane widths. (It was the consensus of the Board to look into this for Route 11A and 11B.) Lastly, Administrator Dunn gave the Board a copy of the 2015 Goals and Objectives along with committee liaison appointments so that they could review prior to the next meeting.

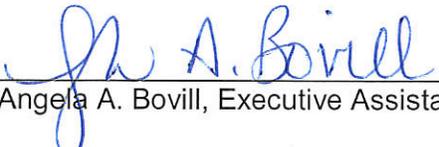
### 14.0 NEXT MEETING

The next meeting of the Board of Selectmen will be on Wednesday, March 23, 2016 at 7pm.

### 15.0 ADJOURNMENT

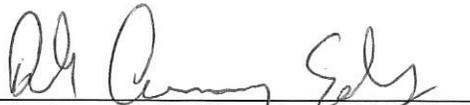
Richard Grenier made a motion to adjourn the meeting at 8:30pm; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

Respectfully Submitted,

  
Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 23<sup>rd</sup> day of MARCH, 2016.

Attest:

  
Selectman Dale Channing Eddy, Clerk