

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
April 12, 2017
7:00 PM
GILFORD TOWN HALL**

1.0 NON PUBLIC SESSION

At 6:15 pm Selectman Grenier made a motion to enter into non-public session to discuss hiring of a public employee [per RSA 91-A: 3, II, (b)], matters that may adversely affect someone's reputation [per RSA 91-A: 3, II, (c)] and conveyance of real property [per RSA 91-A: 3, II, (d)]; seconded by Selectman Eddy. Motion carried on a roll call vote with all in favor; (3-0).

Present: Selectmen Dale Channing Eddy, Gus Benavides and Richard Grenier. Also present Town Administrator Scott Dunn.

The Board reviewed a memorandum from Police Chief Anthony Bean Burpee regarding Police Department staffing changes. Discussion ensued. It was the consensus of the Board to approve the Police Chief's request to have a promotional examination process for a Deputy Chief (with a maximum 2.5% pay increase) and a Patrol Sergeant.

The Selectmen reviewed the applications submitted by residents who expressed interest in being appointed to various Boards and Committees in the Town. Discussion ensued but no decisions were made.

Town Administrator Scott Dunn presented an email he received from John Goodhue regarding a parcel of land for sale. Discussion ensued. It was the unanimous consensus of the Selectmen not to pursue this matter.

At 6:45 pm Selectman Grenier made a motion to come out of non-public session; seconded by Selectman Benavides and passed with all in favor; (3-0).

The Board then had a non-meeting in accordance with the provisions of RSA 91-A:2, I, (a) with regards to a collective bargaining matter. This discussion the continued again after the adjournment of the public meeting.

2.0 PLEDGE OF ALLEGIANCE

At 7:03 pm Chairman Grenier convened the public session of the Board of Selectmen's meeting in the 1st floor conference room and led the assembly in the Pledge of Allegiance to the Flag. Board members in attendance were: Selectman Richard Grenier, Selectman Dale Channing Eddy and Selectman Benavides.

Staff members in attendance were: Public Works Director Peter Nourse, Police Chief Anthony Bean Burpee, Fire Chief Stephen Carrier, Police Lt. James Leach, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced that Spring Clean Up days would run from April 22nd thru April 30th at the Recycle Center. More specifics can be found on the Town's website or by calling the DPW at 527-4778.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Eddy made a motion to approve the minutes of March 22, 2017 as presented; seconded by Selectman 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 March 20, 2017 through April 7, 2017, as listed (attached hereto); seconded by Selectman Benavides and passed with all in favor; (3-0).

6.0 SELECTMEN'S ORGANIZATION

6.1 Elections of Officers: Selectman Benavides made a motion to elect Dale Channing Eddy as the Chairman of the Board; seconded by Selectman Grenier and passed; (2-0) with Mr. Eddy abstaining. Selectmen Grenier made a motion to elect Gus Benavides as the Vice Chairman of the Board; seconded by Selectman Eddy and passed; (2-0) with Mr. Benavides abstaining. Selectman Benavides made a motion to elect Richard Grenier as the Clerk of the Board; second by Selectman Eddy and passed (2-0) with Mr. Grenier abstaining.

6.2 Liaison Assignments: Selectman Benavides made a motion for the Selectman to keep their current assignments; seconded by Selectmen Grenier and passed with all in favor; (3-0).

- AFSCME Negotiation Team: Gus Benavides & Scott Dunn
- Airport Commission Representative: Dale Chan Eddy
- Airport Commission Representative Alternate: Gus Benavides
- Budget Committee Representative: Dale Chan Eddy
- Budget Committee Representative Alternate: Richard Grenier
- Capital Improvement Planning Committee Representative: Richard Grenier
- Capital Improvement Planning Committee Representative Alternate: Dale Chan Eddy
- Historic District & Heritage Commission Representative: Gus Benavides
- Historic District & Heritage Commission Representative Alternate: Dale Chan Eddy
- Lakes Region Public Access: Dale Chan Eddy
- Planning Board Representative: Richard Grenier
- Planning Board Representative Alternate: Dale Chan Eddy
- TEAMSTERS Negotiation Team: Richard Grenier & Scott Dunn

7.0 PUBLIC HEARING per RSA 31:95-b

Chairman Eddy read the Public Hearing Notice to accept \$56,198.36 in insurance proceeds. Town Administrator Scott explained that these were insurance moneys received from the Town's insurance company for the damage done at the Fire Training Center that was destroyed by fire. Selectman Eddy opened the public hearing at 7:07 pm and asked for any public input. There was none. Selectman Eddy closed the public hearing at 7:08 pm. Selectman Grenier made a motion to accept the unanticipated revenue in the amount of \$56,198.36 and to authorize the expenditure of that amount for its intended purpose of cleaning-up and rebuilding the Fire Training Center; seconded by Selectman Benavides and passed with all in favor; (3-0).

8.0 APPOINTMENTS

Mary Villaume, Chair, Supervisors of the Checklist came to discuss the recent change in compensation with the passing of the FY2017 budget. This change in how they will get paid moving forward came as a big shock to her and the other Supervisors; they were never informed of the change or during the budgeting process. Ms. Villaume has met the Town Administrator Scott Dunn and now has a better understating of what transpired. Discussion ensued and Mary indicated that the Supervisors felt devalued in their role. The Selectmen assured her that was not the case, they are valued. Communication in the future needs to be better and the Supervisors are willing to fill out a time sheet if that is what the Selectmen would like to see. They did appreciate getting paid for the GAVWD and for the Deliberative Session as they have never been compensated in the past for this. They indicated they spend a lot of time pre and post election along with the actual Election Day. Ms. Valliume asked the Board to consider a solution or compromise to meet everyone's needs and thanked the Board for their time on this matter.

9.0 OLD BUSINESS

9.1 **Governors Island Speed Tables:** Town Administrator Scott Dunn presented the Board with a letter on behalf of the Governors Island Board of Directors regarding the addition of speed tables on the Island along with an offer to help partially fund. Discussion ensued and the Selectmen asked Public Works Director Peter Nourse his professional opinion. Mr. Nourse stated that he did not think this was needed and would not install a speed bump on a hill. It was the consensus of the Board that they are not in favor of any additional speed bumps.

9.2 **Glendale Docks Inspection Request:** Public Works Director Peter Nourse submitted a memo requesting the approval of an Engineering Inspection of the Town's Glendale Docks by Underwater Engineering. Mr. Nourse explained that the Docks are moving and along with issues that need to be addressed. Discussion ensued. The company Mr. Nourse is recommending has Structural Engineers that are divers. Selectman Benavides made a motion to authorize the expenditure of up to \$11,000 from the Glendale Maintenance Capital Reserve Fund for the inspection; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.3 **Noise Ordinance:** Selectman Benavides made a motion to approve and sign the Noise Ordinance as approved by the voters at the 2017 Annual Town Meeting; seconded by Selectman Grenier and passed with all n favor; (3-0).

10.0 NEW BUSINESS

10.1 **Waiver Request of the Town's Minimum Road Standards - Douglas Beane:** Mr. Douglas Beane was present and requesting permission from the Selectmen to construct a shared driveway along a boundary line between two lots (he owns both lots). Selectman Benavides made a motion to approve a waiver of the Town's Minimum Road Standards to permit the construction of a driveway as shown on the plan; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.2 **Acceptance of Donation – Police Department**

Selectman Benavides made a motion to accept a \$125 donation for the D.A.R.E. program from the Winnepesaukee Driving School as unanticipated revenue with appreciation, and to authorize the use of said funds for its intended purpose; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.3 **Letter of Commitment - Household Hazardous Waste Day:** Selectman Benavides made a motion to approve and sign the letter of commitment for the annual household hazardous waste day

administered by the Lakes Region Planning Commission as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.4 FY2017 Line Item Budget: Every year the Selectmen approve the FY line item budget after the bottom line budget is approved by the voters. Selectman Benavides made a motion to approve the FY2017 Line Item Budget as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.5 DPW Roadside Mower Rental: Selectman Benavides made a motion to accept the proposal of HP Fairfield and approve the expenditure of up to \$10,400 for the 2 week rental of a roadside mower in 2017; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.6 FY2016 Audit Engagement Letter: Selectman Grenier asked if this went out to bid. Town Administrator Scott Dunn explained that the most recent RFP was for 3 years; if this agreement is approved, then it will go out to bid again in 3 years. Selectman Benavides made a motion to approve the engagement letter with Vachon Clukay & Company and authorize the Chairman to sign as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.7 Appointments to Boards & Committees & Commissions:

Selectman Grenier made a motion to appoint Wayne Hall and Jack Landow as regular members of the Planning Board for 3 year terms to expire on April 30, 2020; seconded by Selectman Eddy and passed: (2-0-1, Selectman Benavides abstained)

Selectman Benavides made a motion to appoint William Knightly and Andrew Howe as regular members of the Zoning Board of Adjustment for 3 year terms to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to appoint Glen Aldrich as an alternate member of the Zoning Board of Adjustment for a 3 year term to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0)

Selectman Benavides made a motion to appoint David Smith as a regular member of the Recreation Commission for a 3 year term to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to appoint Tracey Blandford, Everett Peter Allen and Lisa Manz-Buckley as alternate members of the Recreation Commission for 3 year terms to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to appoint Troy Schrupp, William Bickford and Richard Sonia as regular members of the Historic District & Heritage Commission for 3 year terms to expire on April 30, 2020; seconded by Selectmen Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to appoint Larry Routhier, Carole Hall and Tom Drouin as regular members of the Conservation Commission for 3 year terms to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to appoint John Goodhue as an alternate member of the Conservation Commission for a 3 year term to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to appoint Rodney Dyer as a member of the Lakes Business Park Board of Directors for a 3 year term to expire on April 30, 2020; seconded by Selectman Grenier and passed with all in favor; (3-0).

11.0 OTHER BUSINESS

Police Chief Anthony Bean Burpee announced that Saturday, April 29, 2017 is drug take back day. The Gilford Police Department will be set up at CVS in Gilford from 10am to 2pm so that residents can safely dispose of these items.

12.0 PUBLIC INPUT

Chairman Eddy asked for any public input. There was none.

13.0 SELECTMEN'S ISSUES

Selectmen Grenier stated that 1,047 voters turned out on voting day during the storm to vote; the Board of Selectmen would like to thank the voters, the workers, etc and the Moderator. Selectman Grenier would also like to send a thank you to all members on the Solid Waste Committee for their service. Lastly Selectmen Grenier would like to thank Kevin and Peter Morrisette for allowing the BCSOG to use their property to do training. Much appreciated.

Selectman Benavides wanted to thank Selectman Grenier for his service as the Chairman of the Board. Selectman Eddy thanked both Selectman Grenier and Benavides for their vote as Chairman.

14.0 ADMINISTRATOR'S REPORT

- Town Administrator Scott Dunn reported that the NH-DES approved the loan application for the Varney Pump Sewer Station and spec's. The Town will soon be advertising for bids.
- Administrator Dunn explained that he has made a suggestion to the Planning Board via John Ayer for minor site plan amendments to be handled at the Administration level (DPLU) instead of having to go through a full site plan to save residents the hassle for minor changes.
- There was recently a US Supreme Court decision that rendered the Town's policy to allow agricultural and real estate signs in the Town's rights-of-way as unconstitutional. The new law means the Town has to either allow any sign or no signs.
- Town Administrator Scott Dunn is preparing the specs for the Town Hall HVAC and asked if the Board wanted to review first as he would like to get them out ASAP. The Board will review at their 04/26/17 meeting.
- For the recycle center design contract, they are doing borings, evaluating and permitting then a proposal on design of the facility will be submitted.
- The Auditors were on site all last week and reported that it went very smooth. The Auditors were very praising of both Geoffrey Ruggles and Glen Waring; the books are proper and the Town is in a sound financial position.
- Town Administrator Dunn reported he hoped to have a proposal recommendation for the Town Hall front doors at the next meeting.
- Originally the Town budgeted a 14.4% increase for Health Insurance in the FY2017 budget based on information from HealthTrust; but that number actually came in at 5.1% (1/2 year impact) for a savings of \$53,569 which the savings will be returned to the Town taxpayers.
- On April 7, an electric meter in the lower level of the building almost caught on fire in the communications room. The Police Department thankfully caught it right away and saved us from a fire; Eversource is correcting the issue.

- Unfortunately the Glendale Boat Ramp that was recently re-constructed is all pock-marked due to snowmobiles and no longer smooth concrete.
- Lastly, Town Administrator Dunn has been working with Lisa Morin of the Belknap Conservation Commission on the Gunstock Brook Restoration. They submitted the DES application for wetlands and he stated that the NH-DES bureaucracy was very disappointing in the way this matter was handled.

15.0 NEXT MEETING

The next Selectmen's meeting will take place on Wednesday, April 26, 2017 at 7pm.

16.0 ADJOURNMENT

With no further business to come before the Board, Selectmen Benavides made a motion to adjourn at 8:18 pm; seconded by Selectman Grenier and passed with all in favor; (3-0).

Respectfully submitted,



Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 26th day of April, 2017.

Attest:



Selectman Richard Grenier, Clerk