

TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
April 26, 2017
7:00 PM
GILFORD TOWN HALL

1.0 NON PUBLIC SESSION

At 6:30 pm Selectman Eddy made a motion to enter into non-public session to discuss matters that may adversely affect someone's reputation and consideration of a security related issue per RSA 91-A:3, II, (c) and (g); seconded by Selectman Grenier. Motion carried on a roll call vote with all in favor; (3-0).

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

Town Administrator Scott Dunn presented a list of ambulance abatements for approval. Selectman Grenier made a motion to approve the ambulance abatements as presented for \$4,837.76; seconded by Selectman Eddy and passed with all in favor; (2-0). Other security related issues were discussed in non-public session and those minutes are sealed as noted below.

At 6:45 pm Selectman Grenier made a motion to come out of non-public session; seconded by Selectman Eddy and passed with all in favor; (2-0).

2.0 PLEDGE OF ALLEGIANCE

At 7:00 pm Chairman Eddy 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 Dale Channing Eddy and Selectman Richard Grenier. Selectman Gus Benavides was absent.

Staff members in attendance were: Public Works Director Peter Nourse, Police Chief Anthony Bean Burpee, Deputy Fire Chief Bradley Ober, Fire Lieutenant Dominic DeCarli, Finance Director Glen Waring and Town Administrator Scott Dunn.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced that Spring Clean Up is from 4/22/17 through 4/30/2017 at the Recycle Center. The Chairman also announced that a State of New Hampshire Flag was delivered to the Town on behalf of US Air Force Sgt. Christopher Banks who is a resident of Gilford. The flag was flown in combat on April 9, 2017 and was presented to the Town. The Board is honored to accept the flag. The DEA Drug Take Back Event will take place on 4/29/17 from 10am-2pm. Gilford Police Department will be set up at the CVS during those hours.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Eddy asked if there were any changes to the minutes. There were none. Selectman Grenier made a motion to approve the minutes of April 12, 2017 as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

5.0 CONSENT AGENDA

Selectman Grenier made a motion to approve the items previously signed during the period April 10, 2017 through April 21, 2017, as listed (attached hereto); seconded by Selectman Eddy and passed with all in favor; (2-0).

Selectman Grenier made a motion to seal the minutes of the non public session relevant to security related issues; seconded by Selectman Eddy and passed with all in favor; (2-0).

6.0 APPOINTMENTS

Bradley Ober, Deputy Fire Chief gave the Board a semi-annual update on the Fire-Rescue Department starting with the Fire Boat which has been launched for the season. Deputy Ober reviewed the activity level of the department stating that 2016 was their busiest year ever and that 2017 has started off average in terms of overall activity. Deputy Ober reported that FF/AEMT Duncan Phillips is finishing is Paramedic class and clinicals. The Fire-Rescue Department has made conditional offers of employment for their 2 new firefighter positions. The Fire-Rescue Department is gearing up for the Special Details at the Bank of New Hampshire Pavilion this season. The Alvah Wilson Pond project has begun in order to restore hydrant service. The Board of Fire Engineers approved the RFP for a new Fire engine from Desorcie Emergency Vehicles; five proposals were received and they were the lowest bid at \$518,000. YTD, 184 inspections have been completed. Deputy Ober answered the Boards questions and they thanked him for the update.

Glen Waring, Finance Director presented his Monthly Financial Update for the period ending March 31, 2017. Motor vehicle registrations are ahead of last year, however, permit, other license and fees, along with inspection feeds are slightly behind. Expenditures for the first quarter are in line with the budgeted amounts. One area of concern that will require additional focus is the 2017 Ice Control budget and expenditure. Property tax collection continues to be strong and at the highest rate in the past four years, 97.5% or \$30,186,726. Cash balances continue to be strong allowing the Town to maximize earnings through their short term investment accounts. Mr. Waring answered the Selectmen's questions and they thanked him for his detailed update.

7.0 OLD BUSINESS

7.1 Town Administrator Scott Dunn presented the Transfer Station Final Design Contract and is seeking authorization to move forward. The Selectman wanted to change the proposed bailer from vertical to horizontal. They also discussed the need for a knee wall for the recycles area and expanding the size of the proposed building. It was the consensus of the Board to table this item until further information is received.

7.2 Town Administrator Scott Dunn reviewed the Varney Point Pump Stations Construction Phase Engineering Contract. Selectman Grenier made a motion to approve the proposed Engineering Construction Phase Contract for Professional Services from Underwood Engineers in the amount of \$105,800 upon written concurrence from NH-DES and to authorize the Town Administrator to execute the agreement as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.3 Town Administrator Scott Dunn said although he had been working to draft a comprehensive HVAC Request for Proposals, he has reconsidered this approach in order to expedite the Town's most pressing need of replacing the air conditioner chiller. With the Board's consent, he would like to solicit proposals from the Town's 2 HVAC vendors for consideration at the next meeting on May 10th. Approved by consensus of the Board.

8.0 NEW BUSINESS

8.1 A memorandum from Fire Chief Stephen Carrier was reviewed requesting Approval of the Fire Engine Proposal. Discussion ensued. Selectman Grenier Made a motion to accept the low bid proposal from Desorcie Emergency Vehicles of St. Albans, VT for a new E One fire engine pumper in the amount of \$518,000 as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.2 DPW Director Peter Nourse submitted a memo requesting the DPW Medium Duty Truck & Accessories Proposals Acceptance. Selectmen Grenier made a motion to accept the low bid proposal from Freightliner of New Hampshire from Londonderry, NH for a new M2-106 Freightliner truck chassis in the amount of \$84,835 after trade-in of a 2001 Mack dump truck and accept the proposal of HP Fairfield of Pembroke, NH for a dump body and plow equipment package in the amount of \$70,606; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.3 Town Administrator Scott Dunn explained an RFP went out with a deadline date of April 13th for the Town Hall ADA Door Proposal, but none were received. Administrator Dunn contacted 2 vendors to solicit quotes. One response was received from Door Control in the amount of \$16,685 for 2 new steel doors with power assist openers on 1 side of interior and exterior doors. Aluminum doors would be an additional cost. Selectman Grenier made a motion to accept the proposal of Door Control Inc. of Londonderry, NH in the amount of \$18,235 (with aluminum doors); seconded by Selectman Eddy and passed with all in favor; (2-0).

8.4 Town Administrator Scott Dunn presented the proposal for the Municipal Water System Improvements at Town Hall to help correct the pressure issue in the building. Selectman Grenier made a motion to approve the work estimate from Gilford Well in the amount of \$11,643.11 for the replacement of the municipal water system pump with a 45gpm constant pressure pump system as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.5 DPW Director Nourse explained the request DPW Hydraulic Vehicle Lift Repairs. Selectman Grenier made a motion to approve the expenditure of \$11,300 for emergency repairs to the hydraulic vehicle lift; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.6 Selectman Grenier made a motion to appoint Emily Drake as an Alternate member of the Planning Board for a 3 year term to expire on April 30, 2020 seconded by Selectman Eddy and passed with all in favor; (2-0).

8.7 Selectman Grenier made a motion to approve a waiver of the Glendale Regulations for the Winter Harbor Yacht Club and to authorize the Town Administrator to send a letter based upon the approval granted in previous years; seconded by Selectman Eddy and passed with all in favor; (2-0).

9.0 OTHER BUSINESS

Town Administrator Scott Dunn explained that Hutchins Electric provided a proposal of \$5,000 for computers to be tied into the generator of the building in the event of a power outage. It was the consensus of the Board to proceed.

10.0 PUBLIC INPUT

Mr. Bill Moran (30 Beacon Hill Rd) spoke regarding the priorities of Morrill Street and the Town's road repair plan. He believes that the priorities need to change as he feels the worse section of

the road was not scheduled for this year but rather 2018. It was his request that the two portions be switched so that the worst part is completed this year.

11.0 SELECTMEN'S ISSUES

Selectman Grenier attended the Gilford Fire-Rescue Department Awards banquet and complimented Gilford Fire-Rescue and everyone that participated. He was impressed the GFR presented a letter to Roger Weeks, Town Mechanic recognizing his hard work in keeping the emergency vehicles in service. Dale Channing Eddy also thanked the Fire-Rescue Department for their professionalism when he injured his knee in December.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported that he attended the Library Volunteer Luncheon Awards Ceremony and the Library did a great job. They are very fortunate and appreciative of their group of volunteers.

13.0 NEXT MEETING

The next Selectmen's meeting will take place on Wednesday, May 10, 2017 at 7pm.

14.0 ADJOURNMENT

With no further business to come before the Board, Selectmen Grenier made a motion to adjourn at 7:40 pm; seconded by Selectman Eddy and passed with all in favor; (2-0).

Respectfully submitted,



Scott J. Dunn, Town Administrator

Approved by the Board of Selectmen on the 10th day of May, 2017.

Attest:



Selectman Richard Grenier, Clerk