

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
May 24, 2017  
7:00 PM  
GILFORD TOWN HALL**

**1.0 PLEDGE OF ALLEGIANCE**

At 7:00 pm Chairman Eddy convened the public session of the Board of Selectmen's meeting in the 1<sup>st</sup> 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 Gus Benavides. Selectman Richard Grenier was absent.

Staff members in attendance were: Public Works Director Peter Nourse, Police Lieutenant James Leach, Fire Chief Stephen Carrier, Finance Director Glen Waring, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**2.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting and announced the Memorial Day Parade will take place on Monday, 05/29/17 @ 10am. The Parade schedule is posted on the Town's website. Town Offices and the Library will be CLOSED 05/29/17 in observance of Memorial Day.

**3.0 REVIEW/APPROVAL OF MINUTES**

Selectman Eddy asked if there were any changes to the minutes. There were none. Selectman Benavides made a motion to approve the minutes of May 10, 2017 as presented; seconded by Selectman Eddy and passed with all in favor; (2-0). Selectman Benavides made a motion to approve the minutes of May 15, 2017 as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

**4.0 CONSENT AGENDA**

Selectman Benavides made a motion to approve the items previously signed during the period May 8, 2017 through May 19, 2017, as listed (attached hereto); seconded by Selectman Eddy and passed with all in favor; (2-0).

**5.0 APPOINTMENTS**

5.1 Peter Nourse, Public Works Director gave the Board an overview on his department's activities starting with the 2016-2017 winter review. Over 2,000 hours were logged during the winter storms. The Town's third radar feedback sign has been installed at Potter Hill Rd. The DPW has worked with the City of Laconia to improve the Laconia Transfer Station pass. It used to be that you could obtain a pass that was good for one day, now that pass is good for 30 days and is more convenient for residents. The Town produced approximately 3,000 tons of reclaim and almost as much rip rap. The DPW has implemented an equipment/facility program where the crew inspects the facilities/equipment etc. after their weekly safety meetings. There were 837 participants for Spring Clean up week. The Engineering Dock Inspections at Glendale will be started tomorrow morning. Mr. Nourse concluded with a few personnel updates and answered the Board's questions. The Selectmen thanked him for his update.

5.2 Glen Waring, Finance Director gave the Board a financial update as of 05/22/17 with the current cash balance and summary of bank account balances. Revenues are in line with the amounts anticipated through the first 1/3 of the year. Motor Vehicles registrations are maintaining at a strong pace. Expenditures are also in line with the first 1/3 of the year. A few departments have overtime lines that are being expended at a quicker rate than budgeted due to vacancies and the long winter. Property taxes are 97.9% collected and the cash balances continue to remain strong. The cash dips to its lowest this time of the year until mid June when the tax money comes in. Mr. Waring answered the Board's questions and the Selectmen thanked him for his update.

## **6.0 OLD BUSINESS**

6.1 Public Works Director Peter Nourse discussed the Proposed Re-Prioritization for the 2017 Road Improvement Construction Plans. It was the consensus of the Board to move forward with Edgewater Dr. and to wait on everything else until the next meeting when Selectman Grenier is also present.

6.2 Lisa Morin from the Belknap County Conservation District (BCCD) discussed the Gunstock Brook Restoration project. The Town has been working in partnership with the Gilford Conservation Commission and the Belknap County Conservation District to fix the Streambank erosion at the bridge on Route 11-B. Early in the design phase, the Conservation Commission insisted the repair strategy needed to be designed for a 100 year storm. Now that a formal application has been submitted to Wetlands Bureau, we have been told the project (as designed) will require a fee of \$120,000 to be paid to the Wetlands Bureau because of the amount of rip rap being proposed. The parties met on Monday, to discuss this setback and see if NH-DOT can contribute some funds. Discussion ensued. Ms. Donna Hepp, Chair of the BCCD stated that there is bad erosion and that they are trying to fix it long term. Mr. Everett McLaughlin, Conservation Commission expressed his frustration. He also stated that 41 tons of sediment comes off that slope every year. The Board made no decision but asked to be kept informed about this project.

6.3 Town Administrator Scott Dunn presented the Draft Request for Proposals for the Town Hall Climate Control Improvements. Discussion ensued. Selectman Benavides made a motion to approve the RFP as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

## **7.0 NEW BUSINESS**

7.1 Public Works Director Peter Nourse submitted his request for the Cleaning/Inspection of Sewer Lines. Selectman Benavides made a motion to approve a one year extension with Eastern Pipe, LLC for inspection and cleaning of sewer pipes at \$0.98 per linear foot; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.2 Public Works Director Peter Nourse has requested the installation of speed bumps at the Recycle Center in an effort to slow down trucks. Discussion ensued. Selectman Benavides made a motion to not approve this request; seconded by Selectman Eddy and passed with all in favor; (2-0). Town Administrator Scott Dunn suggested that the staff could be stricter with speeders and it was the consensus of the Board to do so respectfully.

7.3 Town Administrator Scott Dunn presented the bids for the Reconstruction of the Varney Point Pump Stations along with recommendations from the Project Engineers. Discussion ensued. Selectman Benavides made a motion to accept the lowest bid from PRB Construction

of Gilford, NH in the amount of \$684,000 contingent upon approval by NH-DES; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.4 Public Works Director Peter Nourse was contacted by the Belknap County Jail with a Donation Request for Compost. Selectman Eddy made a motion to approve the donation of 3 loads of compost from the Recycle Center for the prisoner gardens at the new County Jail, provided they come and get it; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.5 Town Administrator Scott Dunn presented the HealthTrust Rates & Renewal Agreement. Selectman Benavides made a motion to accept the HealthTrust medical rate agreement for the period July 1, 2017 through June 30, 2018 and to authorize the Town Administrator to sign the Billing Services Agreement as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.6 Town Administrator Scott Dunn presented the Animal Control Agreement with NH Humane Society. Selectman Benavides made a motion to approve the NH Humane Society Agreement as presented and to authorize the Town Administrator to sign; seconded by Selectman Eddy and passed with all in favor; (2-0).

## **8.0 OTHER BUSINESS**

8.1 Town Administrator Scott Dunn said that the Town Treasurer, Kimberly Zyla is recommending a Deputy Treasurer for occasions when she is unavailable. She recommends Dawn Scribner to fill the position. Selectman Benavides made a motion to approve the recommendation of the Treasurer to appoint Dawn Scribner to the Deputy Treasurer position; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.2 Town Administrator Scott Dunn received a request from Town Clerk -Tax Collector Denise Gonyer. A member of the public would like to give the TC-TC office a \$50 gift card to Cactus Jacks/T-Bones and Ms. Gonyer is seeking permission to accept the donation and use it to buy her staff lunch on Friday. It was a consensus of the Board to accept.

## **9.0 PUBLIC INPUT**

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

## **10.0 SELECTMEN'S ISSUES**

There were no new issues to discuss.

## **11.0 ADMINISTRATOR'S REPORT**

Town Administrator Scott Dunn reported the Recreation Commission has hired a concessionaire for the Town Beach. The Power Company has been tree trimming on Belknap Mountain Road. Some big trees were removed (with owners consent) in the process of putting up new poles. There are a few large trees on Town property that need to be drastically trimmed next to a maple and a majestic hemlock tree. Administrator Dunn has instructed them to treat those as gentle as possible. The fences went up at Glendale today as agreed to with the abutter Ms. Joy. The drinking water at Glendale tested high in arsenic so the Town is working with Marine Patrol who has an arsenic treatment plant to resolve the water issue. The Fire boat is still at the Town Docks. The Fire Chief is working with Marine Patrol to find a docking solution that works for all. The DPW has advertised to hire three seasonal positions. The Rowe House roofing contractor had a crisis and thought he would have to cancel doing the job. The Town is

still looking for another Commissioner to serve on the Lakes Region Planning Commission; Michael Donovan won the NRRRA Outstanding Recycler Award recently. Lastly, MetroCast will be setting the Town up to be able to run the Selectmen's meetings on public access channel 24.

## 12.0 NEXT MEETING

The next Board of Selectmen's meeting will be Wednesday, June 14, 2017 at 7pm.

## 13.0 ADJOURN

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

Respectfully submitted,

  
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Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 14<sup>th</sup> day of June, 2017.

Attest:

  
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Selectman Richard Grenier, Clerk