

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
June 28, 2017
7:00 PM
GILFORD TOWN HALL**

1.0 NON PUBLIC SESSION

At 6:00pm, Selectman Grenier made a motion to enter into non-public session to discuss personnel issues pursuant to RSA 91-A: 3, II, (a); seconded by Selectman Benavides and passed with all in favor; (3-0).

At 6:57 pm Selectman Benavides made a motion to come out of non-public session; seconded by Selectman Grenier and passed with all in favor; (3-0). Personnel related issues were discussed in non-public session and those minutes were sealed as noted below.

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: Selectmen Dale Channing Eddy, Gus Benavides and Richard Grenier.

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

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced Town Hall Offices and the Library will be closed on Tuesday, July 4, 2017 for Independence Day. National Night Out at Gilford Town Hall will take place on Tuesday, August 1, 2017 from 6-8pm.

4.0 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 June 14, 2017 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

5.0 CONSENT AGENDA

5.1 Selectman Benavides made a motion to approve the items previously signed during the period June 12, 2017 through June 23, 2017 as listed; seconded by Selectman Grenier and passed with all in favor; (3-0).

5.2 Selectmen Benavides made a motion to seal the minutes of the non-public session held on this date, seconded by Selectman Grenier and passed with all in favor; (3-0).

6.0 PUBLIC HEARINGS

6.1 2017-2018 Sewer Rates: Chairman Eddy read aloud the notice of the meeting pursuant to the provisions of RSA 41:9-a and RSA 149-I on proposed amendments to the Sewer Rates Fee Schedule to take effect as of July 1, 2017 including old rates and the proposed rate changes. The Chairman opened the public hearing at 7:04pm. Finance Director Glen Waring gave an overview of how he and the Public Works Director Peter Nourse calculated the new rates based on history, usage and the Winnepesaukee River Basin fees in accordance with the Town's Sewer Ordinance. Chairman Eddy asked if there was any public input. There was none. Chairman Eddy closed the public hearing at 7:06pm. Selectmen Benavides made a motion to approve the sewer rate fee schedule effective July 1, 2017 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

6.2 Amended Outdoor Special Events Regulations: Chairman Eddy read aloud the notice of the public hearing to solicit input on proposed amendments to the regulations for Outdoor Special Events pursuant to the provisions of Section 4.7.6, (i) of the Gilford Zoning Ordinance. Chairman Eddy opened the public hearing at 7:07pm. Fire Chief Stephen Carrier explained the changes made to this policy will allow the Fire Chief to have a more proactive involvement in the planning process for large events in Gilford when there may be a higher need for emergency medical responders and greater risks for the public's safety. Discussion ensued. Chairman Eddy asked if there was any public input. There was none. Chairman Eddy closed the public hearing at 7:11pm. Selectman Benavides made a motion to approve the amended Outdoor Special Events Regulations as presented; seconded by Selectman Grenier for discussion. Discussion ensued and Selectmen Eddy called the vote; motion passed (2-1); Selectman Grenier was opposed.

7.0 APPOINTMENTS

7.1 Greg Goddard, Director of the Gunstock Recreational Areas had to cancel his appointment due to a family situation; the Board tabled his appointment.

7.2 Katherine Dormody, Library Director gave the Board an overview on the Library's activities and that overall circulation is up for 2017 approximately 4% through the end of May. June, July, August and September are the Library's busiest months as they provide many events and programs for both adults and children in the community. The Library has had students doing community service. Some projects include cleaning the garage, planting an herb garden, moving room collections and assisting the staff with materials. The Library had to replace the hot water heater which had rusted. The book drop has been replaced and the DPW is building a small platform and ramp to get it up off the ground. Ms. Dormody answered questions and the Selectmen thanked her for the update.

7.3 Glen Waring, Finance Director gave the Board a financial update as of 06/26/17 with the current cash balance and summary of account balances. Revenues remain in line with amounts anticipated through May (43% of the year). Motor Vehicle registrations are maintaining at a strong pace. Expenditures also continue to be in line with the budgeted amounts for this time of the year (42%). Property taxes ended strong in 2016 at 97.9% collected. The 1st 2017 tax bills went out and are due in July. Due to the issuance of the 2017 1st tax billing and early payments, Mr. Waring said the Town has been able to increase short-term investments and maintain an Operating Cash balance of \$1,113,327. Mr. Waring answered questions and the Selectmen thanked Mr. Waring for his detailed update.

7.4 Mr. Jon Neal of Dow Road discussed the possibility of preventing motor vehicle access between Dow Road and Fay's Boat Yard. There is a lot of traffic on that road and there used to be a cable between the two pine trees and someone took it down. Dow Road is posted as a dead end street (although the signs are hidden, trees need to be cut away so it is more visible) and over the years it seems to have become a through way for some who think it is an open road. Discussion ensued. Selectmen Benavides made a motion to send a letter to the Winnepesaukee Yacht Club to request that the cable be put back up at the end of Dow road within 14 days from today; if that does not happen, the Town will put one up; in addition that the Town clear the vegetation away from the posted signs to make them more visible; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.0 OLD BUSINESS

8.1 U.S. Dept. Of Justice – COPS Grant Application: Police Lieutenant Kristian Kelley explained that the Town has an opportunity to apply for federal funding for additional staffing at the Police Department. This grant will provides 75% of the wages and benefits of each newly hired full time officer up to \$125,000/officer position over the three year grant period. Lt. Kelley is looking for permission to apply for the grant to get the ball rolling. There is no commitment in applying. Discussion ensued. Selectman Benavides made a motion to deny authorization to submit the grant application; seconded by Selectman Grenier; passed with all in favor; (3-0).

8.2 Glendale Dock Repairs: Public Works Director Peter Nourse contacted 4 Marine Construction contractors in the area for repairs to Dock #3 (the last 60'). One contractor came in with a proposal that he is working on shaping up with them. It is about \$25K and will require 4-5 days down time for Dock 3 and Dock 2A. They can start the job the week after the 4th of July. Discussion ensued. Selectman Benavides made a motion to enter into contract with Ambrose Marine Construction for repairs to the docks using money from the Glendale Facility Maintenance Capital Reserve Fund up to \$25,000 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.3 Sign Ordinance Review Committee Resolution: Town Administrator Scott Dunn reviewed the proposed resolution. Chairman Eddy explained the background behind this resolution. Selectman Benavides made a motion to approve and sign as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.4 Lease Purchase Agreement for new Fire Truck: Town Administrator Scott Dunn presented the lease purchase documents for the new fire truck and noted that the Town Attorney reviewed and had no issues. Selectman Benavides made a motion to authorize Chief Carrier to sign the lease purchase agreement as presented; seconded by Selectman Grenier for discussion. Discussion ensued. Selectman Benavides amended his motion to include the following: The Governing body of the Lessee has determined that a true and very real need exists for the acquisition of the equipment described in Exhibit A of schedule No. 01 to the Master Lease Purchase Agreement dated as of June 21, 2017, between Town of Gilford (Lessee) and Tax-Exempt Leasing Corp. (Lessor). The Governing body of Lessee has determined that the agreement and schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such equipment, and the governing body hereby approves the entering into of the agreement and schedule by the Lessee and hereby designates and authorize the follow person(s) to executive and deliver the Agreement and schedule on the Lessee's behalf with such changes thereto as such person(s) deem(s) appropriate, and any related documents, including any escrow agreement, necessary

to the consummation of the transaction contemplated by the agreement and schedule; Selectman Grenier seconded the amendment and motion passed with all in favor; (3-0).

8.5 Petition for Class V Highway Layout – Kimball Road Extension: Town Administrator Scott Dunn petitioned the Board of Selectmen to layout Kimball Road Extension as a Class V highway pursuant of the provisions of RSA 231:8. Discussion ensued. Selectmen Benavides made a motion to hold a public hearing on the proposed petition at the 07/12/17 7 pm Selectmen’s meeting; seconded by Selectman Grenier and passed with all in favor; (3-0). (NOTE: The hearing date has been changed to August 9, 2017 due to a 30 day notice requirement in RSA 231.)

8.6 Town Hall HVAC Proposals: Town Administrator Scott Dunn explained the Town received two proposals in response to an RFP. One was from Spartan Mechanical of Gilmanton Iron Works for \$161,350 and the other was from EJC Engineers LLC of Nashua for \$167,000. Administrator Dunn said that both companies have done work for the Town. The Selectmen asked Police Chief Anthony Bean Burpee for his input as his system is the newest. Discussion ensued. Selectman Benavides made a motion to award the bid to Spartan Mechanical as presented for \$161,350; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.0 NEW BUSINESS

9.1 2017 Unlicensed Dog Warrant: Selectmen Benavides made a motion to accept the list of unlicensed dogs as submitted by the Town Clerk – Tax Collector and to sign the unlicensed dog warrant as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.2 Appointment of Special Police Officer: Selectman Benavides made a motion to re-appoint Wesley deSousa as a Special Police Officer for a 1 year term effective July 1, 2017; seconded by Selectman Grenier and passed with all in favor; (3-0).

10.0 OTHER BUSINESS

There was none.

11.0 PUBLIC INPUT

Chairman Eddy asked for public input. There was none.

12.0 SELECTMEN’S ISSUES

Selectmen Grenier asked where the Recycling Center Project was at. He also mentioned that the staff at the recycle center is so busy that people are sometimes dumping items that don't belong; he mentioned installing a camera. Selectmen also asked Public Works Director Peter Nourse to make sure there was an extra dumpster available at Glendale for the holiday weekend.

13.0 ADMINISTRATOR’S REPORT

Town Administrator Scott Dunn is working with the Kimball Wildlife Forest Committee in response to a request from a homeowner to cut trees down in the Kimball Wildlife Forest that is obstructing his view. The Town Forester Tim Nolan set some strict requirements to consider

and the Selectmen put this item in the hands of the Kimball Wildlife Forest Committee knowing they will make their decision with due diligence in the matter. Administrator Dunn had received one quote for flooring at Town Hall. He would like to try and solicit more and bring a recommendation at the next Selectmen's Meeting. Town Administrator Scott Dunn briefed the Board on the City of Laconia and removal of the sand mound at the transfer station. The Attorney General's Office is supposed to be drafting an agreement regarding water at Marine Patrol which was first brought up back on May 17th. For now, a hose is supposed to be available for public use at the Marine Patrol facility. Edgewater Drive road work has been completed. The Rowe House roof project is looking to be completed in the fall. The water system tank that was outback of the Town Hall has been removed and a new pump has been installed. This was a good project completed.

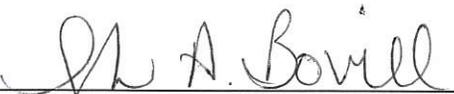
14.0 NEXT MEETING

The next Board of Selectmen's meeting will be held on Wednesday, July 12, 2017 at 7pm.

15.0 ADJOURN

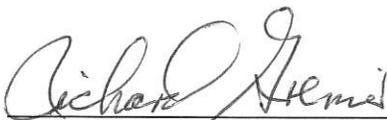
With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 8:03 pm; seconded by Selectman Grenier and passed with all in favor; (3-0).

Respectfully submitted,


Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 12th day of July, 2017.

Attest:


Selectman Richard Grenier, Clerk