

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

1.0 NON PUBLIC SESSION

At 6:30pm, Selectman Benavides made a motion to enter into non-public session to discuss matters that may adversely affect someone's reputation and personnel issues pursuant to RSA 91-A:3, II, a and c; seconded by Selectman Grenier and passed with all in favor; (3-0).

Town Administrator Scott Dunn presented a list of ambulance abatements submitted by Fire Chief Stephen Carrier. Selectman Benavides made a motion to abate ambulance billings in the amount of \$1,816.67 as presented; seconded by Selectman Grenier 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). Hardship Abatements and 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, Police Chief Anthony Bean Burpee, Finance Director Glen Waring, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced Household Hazardous Waste Day will be Saturday, July 29th from 8:30 to Noon at the Public Works Garage. Island Clean-up Day is also Saturday, July 29th from 9:00 am to 1:00 pm at the Glendale Docks and National Night Out at Gilford Town Hall will take place on Tuesday, August 1, 2017 from 6:00 to 8:00 pm.

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 July 12, 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 July 10, 2017 through July 21, 2017 as listed; seconded by Selectman Grenier and passed with all in favor; (3-0).

5.2 Sealing of non-public Minutes: Selectmen Benavides made a motion to seal the minutes of the non-public session held on this date as they pertain to hardship abatements and personnel issues, seconded by Selectman Grenier and passed with all in favor; (3-0).

6.0 APPOINTMENTS

Glen Waring, Finance Director reviewed the monthly financial reports through 06/30/2017 stating revenues continue to remain on pace with the amounts anticipated through June. Motor vehicle registrations continue to be above anticipated revenues. Expenditures also continue to remain on pace or slightly below through June. The only department reporting higher through June is technology due to the annual computer workstation replacement program, as the 18 units have been purchased. 2017 Property tax year collection is off to a much stronger start than prior years and the cash flow is strong. Maximizing short term investment has resulted in an additional \$3,129 interest earned while maintaining an operating cash balance of \$1,137,538. Mr. Waring answered the Board's questions and they thanked him for the update. Selectman Grenier also suggested that in an effort to save on paper that these reports are sent electronically only. No need for copies for the meetings moving forward. All concur.

Glen Waring, Finance Director then gave an update on the Finance-Assessing-Technology Department activities; including trainings that he and the Finance/Appraisal staff have attended. The 1st and 2nd quarter sewer warrants have been issued, the 1st issue property tax warrant has been issued, many abatement requests and tax applications have been processed to name a few. The 2016 Financial Year-End Review and Audit have been completed as of 07/18/2017. The annual IT workstation replacement project is underway along with the project to upgrade ALL systems to Microsoft Office 2016. The BMSI Tax/Utility updated software version is due to "Go Live" on 08/23/2017. Mr. Waring answered the Boards' questions and they thanked him for his Department Update.

7.0 OLD BUSINESS

7.1 Route 11-B Parking: Town Administrator Scott Dunn explained that the signed petition for parking along 11-B in front Yacht Club Vista was submitted to NH-DOT. He is seeking advice from the Board on the next steps to be taken. The Selectmen would like Administrator Scott Dunn to reach out to Misty Harbor to discuss. Police Chief Anthony Bean Burpee explained that on 07/14/2017 Sgt. Parent met with Denise at Misty Harbor Resort to discuss options. Discussion ensued; the Board would like to invite Denise from Misty Harbor Resort to the next meeting to receive input and have discussion.

7.2 Sign Review Committee: Selectman Benavides made a motion to appointment John O'Brien to the Sign Review Committee; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.0 NEW BUSINESS

8.1 Property Tax Interest Abatements: Selectman Benavides made a motion to deny the Cuddahy request for an abatement of \$7.62 in tax interest; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to approve the Simpson request to waive the \$14.32 in tax interest; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.0 OTHER BUSINESS

Chairman Eddy asked if there was any other business. There was none.

10.0 PUBLIC INPUT

Chairman Eddy asked for public input. There was none.

11.0 SELECTMEN'S ISSUES

Selectmen Grenier brought up the Recycle Center Project. The test boring is done; the ground is fine and he is wondering why nothing more has been done. He heard that CMA had been fired from the Town of Lebanon when building their facility which was 80 x 80 for driving up costs. He expressed his concern. Town Administrator Scott Dunn said they have no plans from CMA yet, but is expecting draft plans for review by staff soon. Once the plans/design are reviewed and approved by the Board of Selectmen, then the project will put out to bid. Discussion ensued.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported that a check for \$191,047 was received from the NH-DOT to use for road projects in the Town. This is unanticipated revenue and a public hearing is needed. Public Works Director Peter Nourse will present the Board with his recommendations on use of these funds. A public hearing will be schedule for Wednesday, August 9, 2017 at 7:00 pm. The City of Laconia has agreed to allow the Town to remove the sand pile at the recycling center. The 2016 Towns Financial Audit is completed and posted to the website and he is happy to report that the Town is in good financial shape.

13.0 NEXT MEETING

The next Board of Selectmen's meeting will take place on Wednesday August 9, 2017 at 7:00 pm.

14.0 ADJOURN

With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 7:45 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 9th day of August, 2017.

Attest:


Selectman Richard Grenier, Clerk