

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
July 27, 2016  
GILFORD TOWN HALL**

**1.0 NON-PUBLIC SESSION (6:00PM)**

At 6:30 pm, Selectman Eddy made a motion to enter into non-public session to discuss employee compensation and matters related to emergency functions per RSA 91-A: 3, II, (a) and (i). Motion carried on a roll call vote with all in favor; (3-0). Present: Selectmen Richard Grenier, Dale Chan Eddy, Gus Benavides and Town Administrator Scott Dunn.

Town Administrator Scott Dunn presented a proposal that would allow the Town to retain Geoffrey Ruggles as a part time financial consultant at \$37.00 per hour effective date of 07/27/2016 to assist during the transition of hiring a Finance Director. Discussion ensued. Selectman Eddy made a motion to approve the proposal as presented; seconded by Selectman Benavides and passed with all in favor; (3-0). Other matters were discussed and those minutes were sealed as noted below.

At 6:58 pm, Selectman Eddy made a motion to come out of non-public session; seconded by Selectman Benavides and passed with all in favor; (3-0).

**2.0 PLEDGE OF ALLEGIANCE**

At 7:00 pm Chairman Grenier convened the public session of the Board of Selectmen in the 1<sup>st</sup> floor conference room by leading the assembly with the Pledge of Allegiance to the Flag.

Board members in attendance were: Selectman Richard Grenier, Selectman Dale Chan Eddy and Selectman Gus Benavides.

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

**3.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting. Chairman Grenier announced Household Hazardous Waste Collection will be on July 30<sup>th</sup> from 8:30 AM to Noon at the Public Works Garage; Island Clean Up Day at the Town Docks will also be July 30<sup>th</sup> from 9:00 AM to 1:00 PM.

**4.0 REVIEW/APPROVAL OF MINUTES**

**4.1 July 13, 2016 Minutes**

The Chairman asked if there were any proposed changes to the minutes. There were none. Selectman Eddy made a motion to approve the minutes of July 13, 2016 as presented; seconded by Selectman Benavides and passed with all in favor; (3-0).

## **5.0 CONSENT AGENDA**

### **5.1 Approval of Previously Signed Documents (07/11/16 through 07/22/16)**

Selectman Eddy made a motion to approve the items previously signed during the period July 11, 2016 through July 22, 2016 as listed (attached hereto); seconded by Selectman Benavides and passed with all in favor; (3-0).

### **5.2 Sealing of non-public session minutes**

Selectman Eddy made a motion to seal a portion of the minutes of the non-public session held on this date that pertain to emergency functions; seconded by Selectman Benavides and passed with all in favor; (3-0).

## **6.0 APPOINTMENTS**

There were none.

## **7.0 OLD BUSINESS**

### **7.1 Sagamore Road**

Public Works Director Peter Nourse reported that the DPW staff is currently repairing the holes/shoulders on Sagamore Rd and that they are half way done. Town Administrator Scott Dunn reported that there is a \$100,000 deficit for road improvements which he has a revenue source to cover. But there is no more money available. DPW has put down 50 tons of hot mix (\$3,000) and will need another 50 tons to finish. This will get them through until 2018 when Sagamore Road is scheduled to be done properly. Howard Epstein of Sagamore Road commented on how the Board deviated on their road plan 2 years ago. Mr. Epstein would like to see the road done in 2016 by using the money from Potter Hill Road or by doing Sagamore Road before Foxglove. It is his opinion that Foxglove does not need the repair and that they have less traffic. He felt that the Town should patch Foxglove and pave Sagamore in 2017. Lengthy discussions ensued. Selectman Eddy made a motion not to amend the existing road plan but to revisit the possibility of adding Sagamore Road in 2017; seconded by Selectman Benavides and passed with all in favor; (3-0).

## **8.0 NEW BUSINESS**

### **8.1 DPW Buildings & Grounds Work Hours**

Public Works Director Peter Nourse explained that he and the Town Administrator met with a goal is to establish regularity with the Building and Grounds Maintenance staff/schedule so that there is coverage during regular business hours of 8 am to 5 pm and also for staff to be able to come into certain areas prior to the 8 am hour when there are no customers/staff. Town Administrator Scott Dunn said they are proposing 3 shifts. #1 from 8am to 5 pm; #2 from 4 am to 12:30 PM and #3 from 6 am to 3 pm. They have discussed this with the current staff and they are agreeable. Discussion ensued. Selectman Eddy made a motion to change the work hours at the Building & Grounds Division of the Department of Public Works to 3 shifts with #1 from 8am-5pm, #2 from 4am-12:30pm, and #3 from 6am-3pm, with a primary emphasis on shift #1, effective August 15, 2016; seconded by Selectman Benavides and passed with all in favor; (3-0).

## 8.2 Assessing Updates

Town Administrator Scott Dunn explained the Town's Assessing Agent is recommending a partial update to the assessment of unscheduled properties in 2016 (in other words, a mini-revaluation). Administrator Dunn noted that the additional work is anticipated to be completed within budget. There was discussion. It was the consensus of the Board to complete since it is within the budget.

## 8.3 Conservation Easement Monitoring Report – Potter Hill

Town Administrator Scott Dunn reviewed the recommendation from the Conservation Easement Steward for the Society for the Protections of New Hampshire Forests. There was discussion. Selectman Eddy made a motion to acknowledge receipt of Potter Hill easement monitoring report and to authorize the demolition/disposal of the upper tow hut as recommended; seconded by Selectman Benavides and passed with all in favor; (3-0).

## 9.0 OTHER BUSINESS

There was none.

## 10.0 PUBLIC INPUT

Chairman Grenier asked for public input. There was none.

## 11.0 SELECTMEN'S ISSUES

The Board had discussion on the process for when the Gilford Town Beach closes due to bacteria and questioned why other programs (other than swimming) like arts and crafts are cancelled when the beach is closed. Town Administrator Scott Dunn spoke with Herb Greene, Parks and Recreation Director regarding the policy/procedures. Discussion ensued. The Selectmen would like to reach out to Herb Greene to recommend continuing non-water related programs, cookouts, picnics, use of the playground etc. during a beach closure. Selectman Benavides also suggested exploring the possibility of using another beach (like Ellacoya) to conduct swimming lessons when this occurs.

## 12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported the Solid Waste Committee met this morning and had good discussions on engineers, scales, commercial haulers, traffic counts etc. They also discussed an area of the facility that is vacant. There is a lot of ledge in that area, but it is an area that would make sense if they were to expand. Administrator Dunn also said that he has had some complaints and requests for making changes to the Towns Noise Ordinance. Selectman Grenier complimented the fantastic luncheon that was held at the Town Hall for Geoffrey Ruggles on his last day.

## 13.0 NEXT MEETING

The next Selectmen's meeting will be on Wednesday, August 10, 2016 at 7:00 PM.

**14.0 ADJOURNMENT**

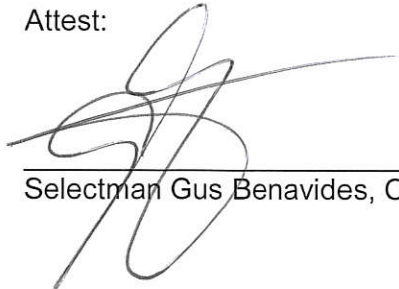
Selectman Eddy made a motion to adjourn the meeting at 7:53 PM; seconded by Selectman Benavides and passed with all in favor; (3-0).

Respectfully submitted,

  
\_\_\_\_\_  
Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 10<sup>th</sup> day of August, 2016.

Attest:

  
\_\_\_\_\_  
Selectman Gus Benavides, Clerk