

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
December 27, 2017  
7:00 PM  
GILFORD TOWN HALL**

**1.0 PLEDGE OF ALLEGIANCE**

At 7:00 pm, the Chairman 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: Selectmen Dale Channing Eddy, Gus Benavides and Richard Grenier.

Staff members in attendance: Police Chief Anthony Bean Burpee, Fire Chief Stephen Carrier, Finance Director Glen Waring, Planning and Land Use Director John Ayer, Town Clerk-Tax Collector Denise Gonyer, Public Works Director Jason Hayden, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**2.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting and announced that all Town Offices, the Recycle Center and Library will be closed Monday, January 1, 2018 for New Year's Day.

**3.0 REVIEW/APPROVAL OF MINUTES**

Selectman Eddy asked if there were any changes to the minutes. There was none. Selectman Benavides made a motion to approve the minutes of 12/11/17, 12/13/17 and 12/14/17 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

**4.0 CONSENT AGENDA**

Selectman Benavides made a motion to approve the items previously signed during the period December 11, 2017 through December 22, 2017 as listed (attached hereto); seconded by Selectman Grenier and passed with all in favor; (3-0).

**5.0 APPOINTMENTS**

Finance Director, Glen Waring reviewed the Monthly Financial report stating that total General Fund revenues through November (91.7% of year) are 91.1% of anticipated revenues and that Total General Fund expenditures through November (91.7%) are at 87.9% of the current year budget. Through the end of November 59.7%, or \$18,765,008, of taxes due have been collected for all prior and current tax years. In addition, Mr. Waring received information from Town Clerk-Tax Collector Denise Gonyer, that the Town has received \$1.4 million in pre-paid taxes on deposit from taxpayers. The projected cash flow until the end of the year is strong and will be sufficient to meet anticipated expenditures. Mr. Waring answered the Board's questions and they thanked him for the detailed update.

**6.0 OLD BUSINESS**

6.1 Police Department - SOP 809: This SOP was tabled at the 11/29/2017 Selectmen's meeting so that the Police Chief could be present. Police Chief Anthony Bean Burpee explained that this policy would allow Patrol officers to use their personally owned rifles. Currently, the Gilford Police Department has 10 rifles. There are 18 officers. Police Chief Bean Burpee

explained how if this policy was allowed, and the officers were able to use their own personal rifles, they would be subject to the same training, qualifying, inspections, etc. as the Town owned rifles. Chief Bean Burpee said that by approving this policy, it allows almost every officer to have a rifle in the event of an incident and noted that none of the rifles would be fully automatic. Discussion ensued. Selectman Benavides made a motion to approve SOP 809 as presented; seconded by Selectman Grenier with concerns. Motion passed; (3-0).

6.2 Letter of support - Route 11 Scenic Vista Observation Tower: Selectman Benavides made a motion to approve and sign the letter of support for the NHDOT Route 11 Scenic Vista as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

## **7.0 NEW BUSINESS**

7.1 FY2017 Encumbrances - Unanticipated Revenues & Special Warrant Articles: Town Administrator Scott Dunn presented the Unanticipated Revenues and Expense Report from Finance Director Glen Waring. Selectman Benavides made a motion to encumber the unanticipated revenues and unexpended balances from 2017 Annual Town Meeting Warrant Articles as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.2 Unanticipated Revenues – Gilford Island Association fireboat donation: Ms. Heidi Kephardt, Gilford Island Associations (GIA) Treasurer, came to the meeting to present a total of \$1,400 in donations from the GIA for the fireboat. Ms. Kephardt said another \$1,000 would be donated once the fireboat is approved. Selectman Benavides made a motion to accept the \$1,400 in donations from the GIA; seconded by Selectman Grenier and passed with all in favor; (3-0). The Board of Selectmen expressed their thanks to the GIA for this.

7.3 HealthTrust Agreements for FSA/DCA for FY 2018: Selectman Benavides made a motion to approve the agreements between the Town of Gilford and Health Trust, Inc. for management of the Town's health care flexible spending accounts and dependent care assistance accounts and to authorize the Town Administrator to sign the documents as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.3 Town Report Bid Award: The Board of Selectmen reviewed the memo on the bids for the production of the 2017 Town report. Selectman Benavides made a motion to accept the low bid and award the contract for printing of the 2017 annual report to The Country Press of Lakeville, Massachusetts for \$4,523.70; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.4 Draft 2018 Annual Town Meeting Warrant: Town Administrator Scott Dunn presented the first DRAFT of the Town of Gilford 2018 Annual Town Meeting Warrant. The Board reviewed and concur it looks good.

## **8.0 OTHER BUSINESS**

Police Chief Anthony Bean Burpee submitted a memo regarding Police Outside Detail Fees and a proposed increase along with his explanation for the request. Town Administrator Scott Dunn said that this would require a Public Hearing. The Board will schedule a public hearing at their 01/10/17 meeting.

## **9.0 PUBLIC INPUT**

Chairman Eddy asked for public input. There was none.

## 10.0 SELECTMEN'S ISSUES

The Board of Selectmen wanted to acknowledge the Department of Public Works for the great job that they did plowing during the storms over the Christmas Holiday weekend. Selectmen Benavides invited Jason Hayden, Public Works Director to the podium and asked him how things are going. Mr. Hayden said they have a great crew at DPW who work hard and that things are going well. Selectman Benavides asked if the Town sells road salt to residents. The answer is no. The Town provides sand for residents at a 10-gallon limit per storm, no commercial. Selectmen also acknowledged the Gilford Police Department, the Gilford Fire/Rescue and again the Public Works for working the Christmas Holiday and being away from their families. A big thank you to all.

## 11.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported the Town Hall heating unit project is almost complete. Administrator Dunn is soliciting two more quotes; 1) Heat in the Department of Planning and Land Use office and 2) The hot water issue in the Police Department. The telephone system is scheduled to be installed the first week of January and the Department of Public Work's is still looking to hire two truck drivers and one laborer.


## 12.0 NEXT MEETINGS

The next Selectmen's meeting will be on Wednesday, January 10, 2018 at 7pm.

## 13.0 ADJOURN

With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 7:31 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 10<sup>th</sup> day of January, ~~2017~~-2018

Attest:

  
Selectman Richard Grenier, Clerk