

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
January 10, 2018  
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, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**2.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting and announced all Town Offices, the Recycle Center and Library will be closed on Monday, January 15, 2018 for Martin Luther King Jr. Day. The Budget Committee Public Hearings on the Town/School District and GAVWD budgets, Tuesday, January 16, 2018 at 7 pm at Gilford High School Auditorium. The filing period for Town Offices is January 24, 2018-February 2, 2018. Chairman Eddy announced the new Telephone System will be installed on Saturday, January 13, 2018 and informed the public of important numbers to call in the case of an emergency or event. This info has been posted in various locations in the Town, on the Town's website and on Public Access TV, Channel 24.

**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 12/27/17 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 26, 2017 through January 5, 2018 as listed (attached hereto); seconded by Selectman Grenier and passed with all in favor; (3-0).

**5.0 PUBLIC HEARING**

5.1 Proposed Fee Schedule Amendment for Police & Fire Details: Chairman Eddy read the Public Meeting Notice regarding the Proposed Fee Schedule Police and Fire Special Details. Chairman Eddy opened the public hearing at 7:08 pm. Mr. Jeff Bonan spoke in support of the increase and asked about the possibility of charging Meadowbrook extra fees to cover officers time on paperwork generated from arrests as well as prosecution at Meadowbrook. Discussion ensued. With no further public input, Chairman Eddy closed the public hearing at 7:17 pm. Selectman Benavides made a motion to approve the Police and Fire Special Details Fee Schedule as presented to be effective as of March 1, 2018; seconded by Selectman Grenier and passed with all in favor; (3-0).

## 6.0 OLD BUSINESS

6.1 FY2018 Budget Preparations: Town Administrator Scott Dunn gave the Board an updated budget and highlighted changes in budget line items in yellow for the Board to review. Administrator Dunn reviewed each of these items in detail. One of the items the Budget Committee put back in the Police budget was \$102,780 for overtime. The Budget Committee felt that the Police Department was already understaffed and that even though two more officers will be coming on board, they will not be through their entire training etc. until almost 2019; they felt the overtime money is needed to run the already understaffed Department. The Board removed overtime costs because they authorized two new full time police officers. The Board asked Police Chief Anthony Bean Burpee various questions. Discussion ensued. Selectman Grenier made a motion to add half of the request, which is \$57,587 to make the overtime total budget \$74,000; seconded by Selectman Benavides who said he would vote against it because the \$74,000 is not appropriate but rather give the full \$102,780. Discussion ensued. Selectman Grenier withdrew his motion. Selectman Grenier made a motion to approve the \$102,780 in Police Department Overtime for FY2018; seconded by Selectman Benavides and passed with all in favor; (3-0). Town Administrator Scott Dunn continued reviewing the changes in welfare, library, conservation, debt and interest, etc. He then reviewed the Revenues. Discussion ensued around the Lakes Region Planning Commission and the Household Hazardous Waste day, the TAC project, etc.

6.2 2018 Annual Town Meeting Warrant – Draft #2: Town Administrator Scott Dunn reviewed the Draft Warrant Article with the Board and reported that yesterday (1/09/2018) was the deadline to submit petition warrant articles. Upon review of each article, the Board made some changes and updates to the Warrant Articles as presented. Town Administrator Scott Dunn will update the Draft Warrant Article and FY 2018 budget to present to the Budget Committee at their 01/18/2018 Budget Committee meeting.

6.3 Solid Waste Center Construction Project: Town Administrator Scott Dunn presented three drawings from the plans for the Board to review; current site conditions, proposed site conditions and building elevations. The next step in this process will be to receive the bid specifications and then go out to bid. Town Administrator Scott Dunn said that either it would come in under budget or, if not, the Town will need to act as the General Contractor to save money. Administrator Dunn said that they would be closing on the loan for this project with the Bank of New Hampshire in a few weeks to lock in the 2.48% loan rate.

6.4 Terrace Hill Road Extension: Town Administrator Scott Dunn reviewed correspondence regarding Terrace Hill Extension. Discussion ensued. It was the consensus of the Board to hold to the previous proposal on this item and instructed Town Administrator Dunn as such.

## 7.0 NEW BUSINESS

7.1 CAI – Tax Map Maintenance contract 04/01/2018 to 03/31/2019: Finance Director Glen Waring submitted a memo with the contract from Cartographic Associates (CAI Technologies) for tax map updating and maintenance for 04/01/2018 to 03/31/2019 with a recommendation for approval. Selectman Benavides made a motion to approve the contract for tax map maintenance with CAI Technologies in the amount of \$4,000 plus \$15 per parcel; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.2 Unanticipated Revenues - fire boat donation: Selectman Benavides made a motion to accept \$725 in donations for the fire boat and to authorize those funds to be spent for their intended purpose; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.3 Planning and Land Use Office - HVAC Proposal: Town Administrator reviewed the proposal from Spartan Mechanical for heat in the Planning and Land Use office. Selectman Benavides made a motion to accept the proposal from Spartan Mechanical LLC for \$4,950 to be paid from the Building Maintenance Capital Reserve Fund for heating repairs to the Planning Office; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.4 Request for Reimbursement - Tree/Storm Damage: Town Administrator Scott Dunn presented a reimbursement request from Ms. Cameron. Selectman Benavides made a motion to reimburse Pat Cameron \$19.00 for tree damage to her property and to authorize the expenditure of up to \$791 for additional deck repairs; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.5 Ratification of Collective Bargaining Agreement - AFSCME, Local 534: Selectman Benavides made a motion to approve the collective bargaining agreement between the Town and AFSCME, Local 534 for the period April 1, 2018 through March 31, 2020 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.6 Police K-9 Out-of-State Training: Police Chief Anthony Bean Burpee explained his request for permission for two employees to travel to North Carolina from January 26-27 to pick out a new K-9 dog, followed by permission for the new K-9 handler to attend 6 weeks of training in North Carolina. Discussion ensued. The Selectman wanted to know costs for the meal stipends for the 6 weeks. Police Chief Bean Burpee will get figures/costs to do that. Town Administrator Scott Dunn suggested that Police Chief Bean Burpee proceed with the January 26 travel and that the Selectmen vote on the six-weeks training portion at their next meeting; unanimous consensus.

## **8.0 OTHER BUSINESS**

Town Administrator Scott Dunn discussed the drainage issue at Glendale Yacht Club and the fact that the GYT signed the proposed easement. Discussion ensued. Selectman Benavides made a motion to accept the easement as signed; seconded by Selectman Grenier and passed with all in favor; (3-0).

## **9.0 PUBLIC INPUT**

Chairman Eddy asked for public input. There was none.

## **10.0 SELECTMEN'S ISSUES**

Selectman Grenier discussed the new detail rate with the Police Chief regarding Meadowbrook because he heard now that it sold to a larger company, the shows would double and questioned the need to revisit security issues, etc. Police Chief Bean Burpee said that they did not anticipate more shows, rather bigger acts. In 2017, they had 38 shows. Selectman Benavides brought up the Veterans Tax Credit based on the change that was made at the State in 2016 for eligibility for this tax credit. Mr. George Hurt spoke in favor; this would need a warrant article to take effect. Ms. Heidi Kephart also spoke in favor and expressed that the credit would be helpful. Selectman Eddy said that with the sale of Metrocast to Atlantic Cable, Atlantic Cable plans to extend services to have better broadband in Town.

## 11.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported that the steel roof on Town Hall has presented a few problems over the last few weeks with the extreme weather conditions. Some of the pitches and locations where the snow is not coming off the dormers and the ice backed up down into the vinyl siding. There is not enough insulation, which is causing heat getting to the roof. Ice is backing up on the gutters on the back of the building as well. Discussion ensued. It was the consensus of the Board to remove the gutter and install insulation to help resolve these issues. Administrator Dunn reported the sewer pump station work would start on 2/1/18. Any changes under \$5,000 will not require the Selectmen's approval; any changes over \$5,000 will need to go before the Board of Selectman. Administrator Dunn said the new Telephone System will be installed on Saturday, 01/13/18. Lastly, Town Administrator Scott Dunn said that the Department of Public Works is in dire need of truck drivers; please spread the word.

## 12.0 NEXT MEETING

The next meeting of the Board of Selectmen will be Wednesday, January 24, 2018 at 7pm.

## 13.0 ADJOURN

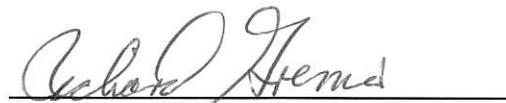
With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 8:53 pm; seconded by Selectman Grenier and passed with all in favor; (3-0).

Respectfully submitted,

  
Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 24<sup>th</sup> day of January, 2018.

Attest:

  
Selectman Richard Grenier, Clerk