

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
May 23, 2018
7:00 PM
GILFORD TOWN HALL**

1.0 NON-PUBLIC SESSION

At 6:00 PM, Selectman Grenier made a motion to enter into non-public session to discuss employee compensation [per RSA 91-A:3, II, (a)], hiring of a public employee [per RSA 91-A:3, II, (b)], matters that may adversely affect someone's reputation per RSA 91-A: 3, II, (c); and consideration of legal advice [per RSA 91-A:3, II, (l)]; seconded by Selectman Eddy. Motion carried on a roll call vote with all in favor; (3-0).

Attendees: Selectmen Gus Benavides, Richard Grenier and Dale Channing Eddy, and Town Administrator Scott Dunn. (Michelle Crumb was present for a portion of the meeting).

Michelle Crumb discussed her annual performance evaluation, compensation, duties and related matters with the Board. A lengthy discussion ensued.

At 7:00 pm, the Board recessed non-public session to start the public meeting.

At 7:50pm, Selectman Grenier made a motion to reconvene in non-public session; seconded by Selectman Eddy. Motion passed on a roll call vote with all in favor; (3-0).

Selectman Eddy made a motion to hire Adam C. Batstone of Gilford as a Special Police Officer at a rate of \$19.94 per hour effective June 3, 2018; seconded by Selectman Benavides and passed; (2-0). Selectman Grenier abstained.

Discussions ensued on a proposed agreement with New England Benefit Trust for health and dental insurance that will be offered to members of the Teamsters Bargaining Unit as of July 1, 2018. It was the consensus of the Board to have Town Administrator Dunn inform the Teamsters the Town's preference is to offer such benefits as required under the collective bargaining agreement without having a participation agreement. If that is not acceptable to the Teamsters Union, then their lawyer should contact the Town Attorney to work on a mutually acceptable agreement.

Selectman Grenier made a motion to approve the ambulance fee abatements totaling \$4,950.59 as recommended by the Board of Fire Engineers and to authorize the Town Administrator to sign the abatement form; seconded by Selectman Eddy and passed with all in favor; (3-0).

Discussion ensued regarding Board and Committee vacancies.

The Selectman set a meeting with the Department of Public Works Director for 05/30/18 at 4:00 pm.

At 8:12 pm, Selectman Grenier made a motion to come out of non-public session; seconded by Selectman Eddy and passed on a roll call vote with all in favor; (3-0).

2.0 PLEDGE OF ALLEGIANCE

At 7:00 pm, Chairman Benavides convened the public session of the Board of Selectmen's meeting in the 1st floor conference room of Town Hall and led the assembly in the Pledge of

Allegiance to the Flag. Board members in attendance: Selectmen Gus Benavides, Richard Grenier and Dale Channing Eddy.

Staff members in attendance: Fire Chief Stephen Carrier, Police Chief Anthony Bean Burpee, Public Works Director Jason Hayden Sr., Finance Director Glen Waring, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

Chairman Benavides read the rules of the meeting and announced the Goodie exchange building at the Recycling Center is closed until further notice due to the upcoming construction project. The Town's Memorial Day parade is Monday, May 28 starting at 10:00 am.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Grenier made a motion to approve the minutes of May 9, 2018 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

5.0 CONSENT AGENDA

Selectman Grenier made a motion to approve the list of items previously signed during the period May 7, 2018 through May 18, 2018 as listed; seconded by Selectman Eddy and passed with all in favor; (3-0).

6.0 APPOINTMENTS

6.1 Grace McNamara, Executive Director of Lakes Region Public Access TV began her semi-annual update to the Board reporting that nine Board of Selectmen's meetings and five Budget Committee meetings for Gilford have been televised thus far. LRPA also televised lectures done by Mark Thomas from the Gilford Public Library. LRPA will be videotaping the press conference to kick off Motorcycle Week and works very close with surrounding communities on events and getting information to the public. They have done 63 special events this past years and were fortunate to receive a grant from Ever Source for two new field kits (includes cameras, tripods, etc.). Ms. McNamara thanked the Town of Gilford for their continued support and recent check for 2018 fees. She also announced that LRPA is always looking for volunteers. Please contact her if you know of anyone who is interested. Ms. McNamara answered the Board's questions and they thanked her for the update.

6.2 Finance Director Glen Waring reviewed the monthly financial reports starting with revenues, which seem to be in line with the amounts anticipated through the first 1/3 of the year. Non-seasonal expenditures through the first third are also generally in line with the budgeted amounts. Mr. Waring reported the 2017 property tax collection ended strong collecting 97.8% (\$30,747,923). The operating cash balances as of 05/21/18 was \$412,750.18 and the short-term cash investment balance was \$7,313,236. The Town's cash flow projections through 2018 are anticipated to remain sufficient to meet all anticipated obligations. Mr. Waring answered the Board's questions and they thanked him for the detailed update.

7.0 OLD BUSINESS

7.1 (a) Construction contract: Town Administrator Dunn explained that one bid was received for the Recycle Center Project for \$1,127,700. Since that time, the staff has investigated whether or not we could be our own General Contractor on this project. Administrator Dunn said that Sheldon Morgan and Mike Donovan have done an exceptional job researching etc., but this approach was not being recommended. Administrator Dunn went back to Meridian Construction to see if the bid amount could be adjusted for cost savings with the Town doing some of the work. The new amount came back in at \$838,100 (gives us the building). The Town would still need \$300,000 to \$400,000 for equipment, pavement, electrical, well, bathroom etc., which could be obtained at Town meeting using surplus fund with no tax impact.

Selectman Grenier said that the original plan is a good plan. He does not want to cut corners and wants to do it right. The Solid Waste Committee met and agreed that this was the way to go about this project. Town Administrator Dunn pointed out that the architects were accurate in projecting project costs around \$1.2 million. Discussion ensued. Selectman Grenier made a motion to award the bid to Meridian Construction for \$838,100 with the knowledge that the Selectman will need to go to Town meeting in 2019 to ask for the \$400,000 (FY2019) more from surplus; seconded by Selectman Eddy and passed with all in favor; (3-0).

7.2 (b) Glass as trash: Town Administrator Scott Dunn discussed the costs for removing trash versus recyclables. Selectman Grenier said Mike Donovan at the Recycle Center has recommended crushing glass into aggregate to use. Discussion ensued regarding having residents separate out glass at the Recycle Center and the Town will provide a bin for cost savings. The Solid Waste Committee agreed with this approach. Selectman Grenier made a motion for glass to be separated from other recyclables; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.1 2018 1st Issue Property Tax Warrant: Selectman Grenier made a motion to approve and sign the 2018 1st Issue Property Tax Warrant as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.2 Household Hazardous Waste Day Letter of Commitment with Lakes Region Planning Commission: Selectman Grenier made a motion to approve and sign the Lakes Region Household Hazardous Waste Product Collection Program 2018 Letter of Commitment as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.3 Police Department Out of State Training Request: The Board reviewed the Police Chief's memo regarding out of state training. Selectman Grenier made a motion to approve the request for attendance by one member of the Gilford Police Department at the Granite State Children's Alliance 34th Annual Conference in San Diego from January 27 – February 1, 2019 at an estimated cost of \$384 for meals and incidentals to be included in the FY2019 training budget; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.4 Drug Testing Policy Updates: Town Administrator Scott Dunn reviewed a draft drug testing policy update that was reviewed and approved by Town Counsel. Discussion ensued. Selectman Grenier made a motion to approve and sign the Supplemental Drug Testing Policy Update as presented; seconded by Selectman Eddy. Selectman Benavides added that the Town's Counsel approved this policy. Motion passed with all in favor; (3-0).

8.5 New England Benefit Trust Participation Agreement: Selectman Grenier made a motion to table this agenda item; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.6 Lakes Region Planning Commission -Transportation Advisory Committee: Town Administrator Scott Dunn said that Sheldon Morgan is the representative to the LRPC-TAC and Peter Nourse was the Alternate member. The Board would be to appoint Jason Hayden. The Board asked Mr. Hayden his thoughts on being appointed as the alternate rep. from Gilford. Discussion ensued. Selectman Grenier made a motion to appoint Jason Hayden as the Alternate member of the Lakes Region Planning Commission - Transportation Advisory Committee; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.7 Appointments to Boards, Committees and Commissions: This item was tabled. (Consensus)

9.0 OTHER BUSINESS

Town Administrator Scott Dunn presented a request for a sewer abatement from Denise McGuire of Misty Harbor Resort. They are requesting an abatement for 408,000 gallons. The Board asked Jason Hayden for his input. Discussion ensued. The Board would like more information. The Town is willing to try to work with them, but the property owner needs to do further investigation into the issues.

10.0 PUBLIC INPUT

Timothy Sullivan said the Town is having a hard time recruiting lifeguards. They have also had a hard time recruiting cemetery workers. He felt strongly that the base wages need to be increased for these positions.

11.0 SELECTMEN'S ISSUES

The Selectmen wanted to make sure there would be additional dumpsters at Glendale for the Fourth of July.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn will have a proposed update to the Personnel Policies at the 6/13/18 meeting. The sidewalk project at Town Hall is close to being complete. Varney Point Right sewer pump station will be online by the end of the week. The Glendale Committee met recently; they will make sure rules are enforced over this long Holiday weekend. The Budget Committee will meet on 05/24/18 and the Town received the FY2017 Audit. It will be posted on the website tomorrow.

13.0 NEXT MEETING

The next meeting of the Board of Selectman will be on Wednesday, June 13, 2018 at 7pm.

14.0 ADJOURN

With no further business to come before the Board, Selectman Grenier made a motion to adjourn at 8:15 pm; seconded by Selectman Eddy and passed with all in favor; (3-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 13th day of June, 2018.

Attest:



Selectman Dale Channing Eddy, Clerk