

GILFORD BOARD OF SELECTMEN'S MEETING
January 14, 2015
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 14, 2015, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were John O'Brien, Gus Benavides and Richard Grenier. Also present was Town Administrator Scott Dunn.

Staff members in attendance included Finance Director Geoff Ruggles, DPW Operations Manager Mia Gagliardi, Highway Superintendent Brian DeNutte, Police Chief Anthony Bean Burpee, Police Sergeant Chris Jacques, Fire Chief Steve Carrier, Town Clerk/Tax Collector Denise Gonyer and Executive Secretary Sandra Bailey.

- 1. Non-Public Session – 6:00 P.M.** – Selectman Benavides moved to enter non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, (a)(b)(c) to discuss the hiring of a public employee, compensation of a public employee and matters which would likely affect adversely the reputation of any person. Selectman Grenier seconded. Motion carried on a roll call vote with all in favor. Present were John O'Brien, Gus Benavides and Richard Grenier. Also present was Town Administrator Scott Dunn.

Selectman Benavides moved to terminate the sewer system stipend of Brian DeNutte, effective January 17, 2015. Selectman Grenier seconded. Motion carried with all in favor.

Selectman Benavides moved to exit non-public session at 6:56 p.m. and seal the remaining minutes. Selectman Grenier seconded. Motion carried on a roll call vote with all in favor.

- 2. Pledge of Allegiance** – Chairman O'Brien led the assembly in reciting the Pledge of Allegiance.
- 3. Announcements/Presentations**
 - 3.1.** Chairman O'Brien announced that the Budget Committee Public Hearing on the Town Budget will be held on Thursday, January 15, 2015 at 7:00 p.m. at Gilford High School
 - 3.2.** Chairman O'Brien announced that the Town Offices and Library will be closed on Monday, January 19, 2015, for Martin Luther King, Jr. Day.
- 4. Review/Approval of Minutes**
 - 4.1.** Selectman Benavides moved to approve the minutes of December 17, 2014, as presented. Selectman Grenier seconded. Motion carried with Chairman O'Brien abstaining.
- 5. Consent Agenda**
 - 5.1.** Selectman Benavides moved to approve the previously signed documents for the period December 15, 2014 through January 9, 2015 as listed. Selectman Grenier seconded. Motion carried with all in favor.

| <u>DOCUMENT DATE</u> | <u>DOCUMENT</u> | <u>MAP/LOT #</u> |
|----------------------|---------------------------------|------------------|
| 10/01/14 | Change of Status - Weeks | |
| 10/21/14 | Change of Status - Balcom | |
| 11/10/14 | Change of Status - Gagliardi | |
| 12/05/14 | Abatement - Dupont | 231-004.000 |
| 12/08/14 | Payroll Register | |
| 12/09/14 | Payroll Register | |
| 12/10/14 | Payroll Register | |
| 12/11/14 | Payroll Register(2) | |
| 12/12/14 | Accounts Payable Manifest | |
| 12/15/14 | Abatement - Malliaros | 242-379.000 |
| 12/16/14 | Accounts Payable Manifest | |
| 12/16/14 | Payroll Register | |
| 12/16/14 | Payroll Register | |
| 12/18/14 | Elderly Tax Deferral | 211-028.000 |
| 12/18/14 | Veteran's Tax Credit - Bosworth | 202-039.000 |
| 12/18/14 | Abatement - Berry | 224-081.706 |
| 12/18/14 | Veteran's Tax Credit - Bedner | 223-476.000 |
| 12/18/14 | Veteran's Tax Credit - Calan | 266-034.010 |
| 12/18/14 | Change of Status - Beliveau | |
| 12/18/14 | Change of Status - C. Dormody | |
| 12/27/14 | Change of Status - Tidd | |
| 12/27/14 | Change of Status - Silva | |
| 01/05/15 | Change of Status - Carlisle | |

6. Appointments

6.1. Denise Gonyer – Town Clerk/Tax Collector Office Update – Town Clerk/Tax

Collector Gonyer reported that her last update to the Board was in July 2014. Since that time, she has had staff changes with Bonnie Malin and Gayle Cook retiring, followed by the hiring of Kate Desalvo and Noreen Stewart. They have already undergone some of their new training. In addition, the entire staff attended a 1-day training session in North Conway this fall, where they were updated on voting and DES issues.

The office recently underwent an ergonomic assessment, where it was recommended by Primex that employee desks be replaced with work stations.

TC/TC Gonyer updated the Board on 2014 elections, computer issues and credit card transactions. She also advised the Board that the office staff are assisting Gilmanton residents with motor vehicle registrations, due to the recent water damage that occurred in their office.

Chairman O'Brien asked TC/TC Gonyer if she would provide the Board with a written update, prior to the meeting, to assist them in asking questions about the content of her update. Selectman Grenier commended her for assisting the Gilmanton Town Clerk.

The Board thanked TC/TC Gonyer for her update.

6.2. Representatives George Hurt and Russ Dumais – In addition to George Hurt and Russ Dumais, Representative Herb Vadney was also in attendance. They advised the Board that they are there for them and to let them know if they can assist on any issue. They further advised the Board that George Hurt is on the Commerce Committee, Russ Dumais is on the Transportation Committee and Herb Vadney is on the Science and Technology Committee.

Discussion ensued regarding the NH DOT's denial of a Route 11 access to the Airport Plaza, with all three Representatives offering their assistance. Brief discussion also ensued regarding the potential House bill regarding a change in how car registration fees are calculated.

7. Old Business

- 7.1. Police Station Improvements** – Town Administrator Dunn stated that a meeting took place today with Gary Chicoine to discuss the status of the project. Although he was hopeful that a contract would be signed today, Mr. Chicoine has not yet had an opportunity to review the contract.

Town Administrator Dunn also advised that Board that Mr. Chicoine does not recommend excavating and pouring concrete at this time of year. Rather, he anticipates ground will be broken in early-mid February.

- 7.2. 2015 Town Meeting Warrant** – Chairman O'Brien reported that the Selectmen and Budget Committee are using the same figures for the 2015 operating budget. Town Administrator Dunn advised the Board that the warrant is not yet ready to be signed because the Planning Board will meet one more time, regarding their proposed zoning amendments, on Tuesday, February 20th. As a result, the Board of Selectmen concurred to hold a special meeting at 4:30 p.m. on Wednesday, January 21, 2015, so that the warrant can be signed.

At the request of Selectman Benavides, Town Administrator Dunn read aloud Article 26, a citizen petition seeking to ban personal fireworks. Selectman Benavides then expressed concern that Chairman O'Brien's involvement in this petition could mislead voters that he is representing the Board of Selectmen. Chairman O'Brien was emphatic that his involvement in the petition was as a private citizen.

Following discussion, Selectman Grenier moved to not recommend Article 26. Selectman Benavides seconded. Chairman O'Brien opined that if the Board chose to make a recommendation on this "non-financial" article that they should also make recommendations on all "non-financial" articles. Motion carried with Chairman O'Brien voting no.

Brief discussion then ensued regarding the wording of Article 25. Chairman O'Brien moved to change the wording of the last sentence to: "It is believed that the correct procedures were not followed at the time the Ordinance was adopted and the Historic District & Heritage Commission recommends this Ordinance be repealed". Selectman Benavides seconded. Motion carried with all in favor.

- 7.3. Beach Replenishment Project** – Selectman Benavides moved to approve the expenditure of \$1,709.25 from the Recreation Facilities Capital Reserve Fund to purchase beach sand from Nutter Enterprises as part of the beach replenishment project that was begun in 2013. Selectman Grenier seconded. Motion carried with all in favor.

- 7.4. FY2015 Employee Insurance** – Town Administrator Dunn provided the Board with an explanation of the status of the FY2015 health insurance proposals. Although the quote

from NHIT would save the Town \$82,503 for the 6-month period beginning on July 1, 2015, he has also learned that a health insurance refund check, in the amount of \$102,625.81, will be issued to the Town from HealthTrust in August 2015. As a result, he stated that he cannot make the recommendation to change insurance carriers. Following discussion on this matter, the Board concurred to make no changes at this time.

7.5. Written Authorization Policy for Liquor Licenses – Town Administrator Dunn provided the Board with an overview of the status of the draft Ordinance. He is recommending that the Board move forward with Draft #2 and schedule a public hearing for January 28th. He further stated that he is making this recommendation because he does not think that the Town Attorney is familiar with this type of Ordinance, since they do not deal with the State Liquor Agency and applicants on the same level that the Town does.

Selectman Benavides expressed concern with the ability of the Town Attorney to be able to defend the Town, if needed, when the Town does not choose to adopt the version proposed by the Town Attorney. After discussing this matter at length, the Board concurred to hold a public hearing on January 28th and present Draft #2.

At this time, Chairman O'Brien moved to not make an exception for one non-monetary warrant article and instead, have the Board make a recommendation on all non-monetary warrant articles. The motion failed due to lack of a second.

8. New Business

8.1. Traffic Regulations – Chapter 39-E – The Board concurred to hold a public hearing on Wednesday, January 28, 2015 regarding the placement of a stop sign at the intersection of Greenleaf Trail and Yasmin Drive.

8.2. Waste Management Transfer Station Agreement – Selectman Benavides moved to approve Amendment Three to the Transfer Station Agreement as presented, and to authorize the Town Administrator to sign. Selectman Grenier seconded. Motion carried with all in favor.

8.3. Recycle Center & Solid Waste – Discussion ensued regarding the possibility of establishing a citizen committee to look at expanding the Town's solid waste capabilities and recycling policies. Selectman Grenier stated that he is still in favor of looking into the possibility of the Town operating its own Transfer Station and is willing to chair a committee to look into this. Town Administrator Dunn pointed out that when the Town previously looked into establishing a citizen committee, there was no interest from residents to participate. Selectman Grenier stated that he and Sheldon Morgan are willing to be on a committee, with Mike Donovan acting as a Technical Advisor. Town Administrator Dunn will proceed with advertising for committee members again, adding the task of studying the feasibility of a transfer station in Gilford.

- 8.4. Lawn Care Maintenance Contract** – DPW Operations Manager Mia Gagliardi pointed out that the DPW staff has been unhappy with the quality of work done by the “low bidder” over the past four years. As a result, she is recommending the 2-Year Lawn Care Maintenance Contract be awarded to Drake Brothers Landcare LLC. Selectman Benavides moved to accept the proposal of Drake Brothers Landcare LLC in the amount of \$15,600 for a 2-year contract for lawn care maintenance, effective April 1, 2015. Selectman Grenier seconded. Motion carried with all in favor.
- 8.5. Purchase of Mack Truck Spreader** – Selectman Benavides moved to approve the purchase of a spreader from EW Sleeper in the amount of \$12,000 for newly acquired dump truck T1. Selectman Grenier seconded. Motion carried with all in favor. Selectman Grenier clarified that the original plan called for trading in T5 and keeping its spreader for the new truck. However, when T1 was traded instead of T5, its spreader would not fit the new truck.
- 8.6. Request for Town Decal** – Selectman Benavides moved to deny the request of Dr. Hlasny, a non-resident who owns a commercial condo, for a Town Decal. Selectman Grenier seconded. Motion carried with all in favor. Selectman Benavides clarified that the deed to the Town Beach specifies that it is for Gilford residents.
- 8.7. Recreation Commission Member Resignation** – Selectman Benavides moved to accept the resignation of Vickie Carrier from the Recreation Commission with regret, and to authorize the advertising of a vacancy. Selectman Grenier seconded. Motion carried with all in favor.
- 8.8. Proposed Legislation – Fees for Registration Permits** – Town Clerk/Tax Collector Gonyer explained how this potential legislation would have a significant effect on revenue from motor vehicle fees. Following discussion, Selectman Benavides moved to authorize the Town Administrator to oppose legislation that will increase property taxes by reducing the fees collected from motor vehicle registrations. Selectman Grenier seconded. Motion carried with all in favor.
- 8.9. Town Internet Service** – Due to recent Internet problems with motor vehicle registrations, the Town recently increased its Internet speed, at a cost of \$100 per month. Although the increased speed has been helpful, it has not taken care of the problems that exist with the motor vehicle registrations. Following extensive discussion, Selectman Benavides moved to maintain the increased speed and pay the additional \$100 per month from the Technology budget. Selectman Grenier seconded. Motion carried with all in favor.
- 8.10. Synthetic Drug Ordinance** – Police Chief Bean Burpee provided the Board with an overview of the Draft Synthetic Drug Ordinance prepared by Det. Sgt. Jacques. He explained the goals of the Ordinance and advised the Board that it has been reviewed by Judge James Carrol, Belknap County Attorney Melissa Gulbrandsen and Sgt. Eric Bredbury.

Because there are some minor changes that need to be made to the Ordinance, the Board concurred to hold a public hearing on Wednesday, February 11, 2015, and have Det. Sgt.

Jacques make his PowerPoint presentation at that time.

- 8.11. Asbestos Abatement – 264 Hoyt Road** – Selectman Benavides moved to accept the proposal of \$2,500 from All Demolition & Asbestos Services to remove asbestos from the 264 Hoyt Road property acquired by tax deed. Selectman Grenier seconded. Motion carried with all in favor.

9. Other Business – none.

10. Public Input – none.

11. Selectmen’s Issues – Selectman Grenier would like to see the Town pursue the completion of the Stonewall Park project, which contains a total of 8.9 acres. The original plan also called for recreation trails and a playground, in addition to a total of four baseball fields. He would like to recruit volunteers to complete this project.

12. Administrator’s Report – Town Administrator Dunn stated that he still plans to update the Town’s Minimum Road Standards but is waiting for input from the new Director of Public Works before proceeding with the project. He specifically cited the acceptance of Town roads and identifying and discontinuing the Town maintained roads which are actually private driveways.

Work on the 2014 Town Report is progressing.

The re-opening of the Kings Grant Inn has been delayed further by violations cited by the State Fire Marshall’s Office.

The Fire Department is planning to burn the Town-owned building at 264 Hoyt Road on February 7th.

Town Administrator Dunn provided the Board with an update on the NH Marine Patrol project at Glendale. Included in his update were proposed changes in the traffic flow between Lot 1 and the Upper Lot.

Brief discussion ensued regarding the status of the Route 11-A radar unit.

13. Next Meeting – January 28, 2015

14. Adjournment – With no further business before the Board, the Board of Selectmen’s January 14, 2015, meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Richard Grenier
Clerk