

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**April 23, 2014**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, April 23, 2014, 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, Town Clerk/Tax Collector Denise Gonyer, Deputy Fire Chief Brad Ober, Acting Deputy Police Chief Kris Kelley, Library Director Katherine Dormody, Director of Public Works Sheldon Morgan, DPW Operations Manager Mia Gagliardi and Fire Lieutenant Dominic DeCarli.

- 1. Non-Public Session – 6:00 p.m.** Selectman Benavides moved to enter into non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, (a)(b)(c) to discuss matters which would likely adversely affect the reputation of any person and personnel matters. 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 exit non-public session at 6:26 p.m. and seal the minutes. Selectman Grenier seconded. Motion carried on a roll call vote with all in favor.

- 2. Pledge of Allegiance** – The Selectman led the assembly in reciting the Pledge of Allegiance.
- 3. Announcements/Presentations**
  - 3.1.** Chairman O'Brien read aloud an announcement that there is a vacancy for a Budget Committee member. Letters of interest should be submitted to Chair Phyllis Corrigan by 5:00 p.m. on Thursday, May 8, 2014. There is also an open position for an alternate member of the Planning Board.
  - 3.2.** Chairman O'Brien read aloud a press release regarding Adam VanSteensburg and K-9 Officer Ike, who help apprehend a suspect in Sanbornton. In addition, he has been named K-9 Handler of the Year by The Working Dog Foundation.
  - 3.3.** Chairman O'Brien announced that April 26<sup>th</sup> has been designated as the Town's semi-annual Drug Take Back event. This event will be held at the CVS in Gilford between the hours of 10:00 a.m. and 2:00 p.m.

- 4. Review/Approval of Minutes**

- 4.1.** Selectman Grenier moved to approve the minutes of April 9, 2014, as presented. Chairman O'Brien seconded. Motion carried with Selectman Benavides abstaining.

- 5. Consent Agenda**

- 5.1.** Selectman Grenier moved to approve the previously signed items for the period April 7, 2014 through April 18, 2014 as listed. Chairman O'Brien seconded. Motion carried with Selectman Benavides abstaining.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
11/19/13	Change of Status - Malin	
12/28/13	Change of Status - O'Neill	
02/13/14	Change of Status - Jensen	
04/04/14	Change of Status - Breton	
04/08/14	Change of Status - Petrozzi	
04/08/14	Change of Status - Shute	
04/28/14	Change of Status - Crumb	

## 6. Appointments

**6.1. Gilford Rotary Club** – Chris Ray and Shelley Proulx, representing the Gilford Rotary Club, provided some background information on Rotary International and stated that the Club is interested in pursuing another project in Gilford. At this time, they are seeking feedback from the Board of Selectmen on potential project ideas, which would engage the community. They have previously received some suggestions for the Elementary School playground as a project.

Selectman Benavides praised Gilford Rotary and pointed out that when they have their annual Christmas tree sale that all proceeds are returned to the community. Selectman Grenier thanked Gilford Rotary for their offer and will be thinking about ways to utilize the organization. Town Administrator Dunn suggested still pursuing some type of shelter along the shores of Lily Pond or utilizing some of the stones from Kimball Castle to create a memorial on the Kimball Wildlife Forest property.

The Board thanked Chris Ray and Shelley Proulx for attending the meeting and offering their services.

**6.2. Katherine Dormody – Library Update** – Director Dormody began her presentation by suggesting that the Gilford Rotary Club could consider building Little Free Libraries around Gilford. She provided the Board with circulation reports and stated that July is consistently the busiest month of the year. The Library has recently completed a patron purge where anyone not checking anything out of the Library for over a year is removed from their database.

National Library Week was recently observed, with many different activities being conducted. Library volunteers were also recognized. Director Dormody then reviewed some of the upcoming events scheduled for the spring and summer and outlined various improvements being made to the building and equipment.

At the request of Chairman O'Brien, Director Dormody explained the Book Buddy program.

The Board thanked Director Dormody for her update.

## 7. Old Business

**7.1. 2014 Board and Committee Appointments** – Selectman Benavides moved to make the following appointments:

Carole Hall – Conservation Commission – 3 year term to expire 4/30/17

Tom Drouin – Conservation Commission – 3 year term to expire 4/30/17  
Larry Routhier – Conservation Commission – 3 year term to expire 4/30/17  
John Goodhue – Conservation Commission Alternate – 1 year term to expire 4/30/15  
David Smith – Recreation Commission – 3 year term to expire 4/30/17  
Lisa Manz-Buckley – Recreation Commission Alternate – 1 year term to expire 4/30/15  
Jerry Gagnon – Planning Board – 3 year term to expire 4/30/17  
Wayne Hall – Planning Board – 3 year term to expire 4/30/17  
Richard Sonia – Historic Dist. & Heritage Comm. – 3 year term to expire as of 4/30/17  
John Morgenstern – Lakes Region Planning Comm. – 4 year term to expire as of 4/30/18  
Bill Knightly – Zoning Board of Adjustment - 3 year term to expire 4/30/17  
Ann Montminy – Zoning Board of Adjustment Alternate – 1 year term to expire 4/30/17  
Troy Schrupp – Historic Dist. & Heritage Comm. – 3 year term to expire 4/30/17  
Donald Sibson – Conservation Commission Alternate – 1 year term to expire 4/30/15

Selectman Grenier seconded. Motion carried with all in favor.

- 7.2. 2014 Goals and Objectives** – Lengthy discussion ensued regarding the possibility of soliciting proposals for a sewer system facilities update and Inflow/Infiltration Study. DPW Director Sheldon Morgan provided the Board with detailed, additional background information on the existing 1990 Study. He suggested that the Board might want to consider just updating a portion of the Town, rather than the entire Study.

Chairman O'Brien suggested changing the wording to "review for possible upgrade", rather than "solicit proposals". Selectman Benavides moved to approve last year's goals, along with reviewing for possible upgrade the sewer system facilities and continue to seek multi-source bidding whenever possible. After Town Administrator Dunn recommended that he consolidate and update the goals for the next meeting on May 14<sup>th</sup>, Selectman Benavides withdrew his motion.

- 7.3. Pole License Procedures** – Selectman Benavides moved to approve and sign the letter as drafted. Selectman Grenier seconded. Chairman O'Brien briefly explained that this letter requests that pole licenses be approved prior to their installation. Motion carried with all in favor.
- 7.4. New Ambulance Bid Award** – Deputy Fire Chief Ober stated that he is seeking final approval for the Board so that they may enter into a contract for the purchase of the new ambulance. Selectman Benavides moved to accept the recommendation from the Board of Fire Engineers to award the new ambulance bid to Sugarloaf Ambulance & Rescue Vehicles of Carabassett Valley, Maine. Selectman Grenier seconded. Motion carried with all in favor.
- 7.5. Radar Sign Installation** – Selectman Benavides moved to approve the installation of the radar sign unit in the vicinity of Alvah Wilson Road as may be permitted by NH DOT. Selectman Grenier seconded. At the request of Selectman Grenier, Police Lieutenant Kelley explained what the sign would look like and how it would function. Motion carried with all in favor.

## **8. New Business**

**8.1. Acceptance of D.A.R.E. Donations** – Selectman Benavides moved to accept the following donations for the D.A.R.E. Program, and to authorize the expenditure of donated funds for their intended purpose:

Winnepesaukee Driving School - \$50  
Gilford Police Relief Children’s Fund - \$500  
Bank of NH - \$150  
Patrick’s Pub & Eatery - \$50  
Meredith Village Savings Bank - \$100

Selectman Grenier seconded. Motion carried with all in favor.

**8.2. Rowe House Lease** – Selectman Benavides moved to approve the renewed 5-year lease agreement and to sign the lease as presented. Selectman Grenier seconded. Motion carried with all in favor.

**8.3. 2014 NH Humane Society Contract** – Selectman Benavides moved to approve the 2014 NH Humane Society Contract as presented and to authorize the Town Administrator to sign the contract on behalf of the Town. Selectman Grenier seconded. Motion carried with all in favor.

**8.4. Recycling Center Improvements** – DPW Operations Manager Mia Gagliardi explained the current arrangement for hauling recycled items and a proposal to reduce the number of trips by utilizing a compactor. She provided with Board with a spreadsheet indicating how this could greatly reduce costs. Selectman Grenier suggested increasing the size of the concrete pad to accommodate a 30-yard container, rather than a 20-yard container, in the event the size is ever increased.

The Board concurred to table this matter so that DPW Operations Manager Gagliardi can provide a revised cost estimate for a concrete pad to accommodate a 30-yard container.

**9. Other Business** – Town Administrator Dunn stated that the Town is currently pursuing a \$1.2 million bond for the construction of the Police Station. In order to accomplish this, the Town must hire a Bond Counsel, and is recommending the firm of Devine, Millimet & Branch. Town Administrator Dunn explained some of the cost associated with securing a bond and asked the Board to authorize the engagement of the firm for this purpose.

Selectman Benavides moved to authorize the Town Administrator to sign an engagement letter with Devine Millimet & Branch. Selectman Grenier seconded. Motion carried with all in favor.

Town Administrator Dunn stated that a proposal has been received from NH Borings for \$2,600 to drill in the area of the proposed Police Station to determine if there is any ledge. Selectman Benavides moved to hire NH Borings at a not to exceed cost of \$2,600. Selectman Grenier seconded. Motion carried with all in favor.

**10. Public Input** – none.

**11. Selectmen's Issues** – Selectman Grenier attended a meeting of the Belknap County Jail Committee and advised Board members that they are starting to address some of the issues with the existing facility and are looking at a \$2.96 million bond.

Selectman Benavides stated that at the last Laconia Airport Authority meeting, there was discussion on increasing the number of members, to include representation from other communities. He stated that because of the Airport being largely controlled by Federal regulations, he does not think that the number of members will make a difference. The Board concurred to not support increasing the number of members on the Airport Authority.

Selectman Benavides stated that he appreciates the valuable information that is available on the Town's website.

**12. Administrator's Report** – The Town has been awarded a Community Development Block Grant to improve the water and sewer systems at the Old Lakeshore Cooperative Mobile Home Park.

**13. Next Meeting** – May 14, 2014.

**14. Adjournment** – With no further business before the Board, the Board of Selectmen's April 23, 2014 meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Richard Grenier  
Clerk