

**TOWN OF GILFORD
BOARD OF SELECTMEN
MEETING MINUTES
June 24, 2020**

1.0 4:00PM NON-PUBLIC SESSION - GRIEVANCE HEARING

A duly posted, public meeting of the Board of Selectmen was convened in the 1st Floor Conference Room at the Town Hall at 4:00pm.

Selectmen present: Chair Dale Channing Eddy, Vice-Chair Gus Benavides and Clerk Kevin Hayes. Also present was Town Administrator Scott Dunn.

At 4:00 pm Selectman Benavides made a motion to enter into non-public session to discuss personnel issues (grievance hearing) per RSA 91-A:3, II, (a); seconded by Selectman Hayes and passed on a roll call vote with all in favor; (3-0).

The hearing was closed at 5pm at which point the Board began its deliberations. A summary of the discussions and the decisions made by the Board were later sealed by vote in public session as noted herein.

At 5:17 pm, Selectman Benavides made a motion to come out of non-public session, seconded by Selectman Hayes and passed on a roll call vote with all in favor; (3-0).

2.0 6:30PM NON-PUBLIC SESSION

A duly posted, public meeting of the Board of Selectmen was convened in the 2nd Floor Selectmen's Office at the Town Hall at 6:30pm.

The following Board members were present: Chair Dale Channing Eddy, Vice-Chair Gus Benavides and Clerk Kevin Hayes. Also present was Town Administrator Scott Dunn.

At 6:30pm Selectman Benavides made a motion to enter into non-public session to discuss personnel issues and the consideration of written legal advice [per RSA 91-A:3, II, (a), (b) and (l)], seconded by Selectman Hayes and passed on a roll call vote with all in favor; (3-0).

The Board reviewed and discussed an email from Town Attorney Naomi Butterfield in response to a request from the Laconia Daily Sun to release the MRI Report from 2019 dealing with an investigation into the conduct of the former DPW Director. No decisions were made.

The Board discussed several personnel issues and decisions were made. A summary of the discussions and the decisions made by the Board were later sealed by vote in public session as noted herein.

At 6:50pm, Selectman Benavides made a motion to come out of non-public session, seconded by Selectman Hayes and passed on a roll call vote with all in favor; (3-0).

3.0 PLEDGE OF ALLEGIANCE

At 7:00 pm, Chairman Eddy convened a public meeting of the Board of Selectmen 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: Chair Dale Channing Eddy, Vice-Chair Gus Benavides and Clerk Kevin Hayes.

Staff members in attendance: Town Administrator Scott Dunn, Fire Chief Stephen Carrier, Police Chief Anthony Bean Burpee, DPW Director Meghan Theriault, Planning and Land Use Director John Ayer and Parks & Recreation Director Herbert Greene.

4.0 ANNOUNCEMENTS/PRESENTATIONS

Chairman Eddy read the rules of the meeting and announced Town Offices will be closed Friday 07/03/20 for the Independence Day Holiday; the Solid Waste Center and Library will be closed Saturday 07/04/20. Household Hazardous Waste Day will be 07/25/20 from 8:30 am - Noon at DPW and Island Clean-up day will be 07/25/20 from 9:00 am to 1:00 pm at Glendale Docks.

6.0 REVIEW/APPROVAL OF MINUTES

Selectman Benavides made a motion to approve the minutes of June 10, 2020 as presented, seconded by Selectman Hayes and passed with all in favor; (3-0).

6.0 CONSENT AGENDA

Selectman Benavides made a motion to approve the items previously signed during the period 06/08/20 through 06/19/20 as listed (attached hereto), seconded by Selectman Hayes and passed with all in favor; (3-0).

7.0 CORONAVIRUS PANDEMIC BUSINESS

7.1 Old Home Day: Parks & Recreation Director Herbert Greene reviewed the Old Home Day Committee's recommendation that Old Home Day be cancelled this year. Discussion ensued and the Board regrettably agrees. Selectman Hayes made a motion to rescind the previous decision to proceed with Old Home Day and to cancel all Old Home Day events for 2020, including the parade and fireworks, seconded (with regret) by Selectman Benavides. The Board understood this was a tough decision and appreciates and respects the hard work of the Old Home Day Committee members. Motion passed with all in favor; (3-0).

7.2 Employee Out-of-State Travel: Town Administrator Scott Dunn explained the Board halted this practice in March and asked if Departments should still follow this practice. It was the consensus of the Board to keep this policy in place and for the Board to revisit this issue next month.

7.3 Outside Groups at Town Hall: It was the consensus of the Board to continue to follow this practice (no outside agencies using Town Hall meeting rooms) at this time and to revisit next month.

7.4 Recreation Facilities (playgrounds & basketball courts): Selectman Benavides made a motion to open the playgrounds and basketball courts, seconded by Selectman Hayes for discussion. Motion fails; (1-2) Eddy and Hayes opposed.

7.5 Miscellaneous: Town Administrator Scott Dunn was pleased to note the Town received its first grant payment from GOFERR in full (\$5,436.34).

8.0 APPOINTMENT(S)

8.1 Anthony Bean Burpee - Gilford Police Department Update: Police Chief Anthony Bean Burpee updated the Board on the Police Department's personnel, various projects and patrol activity to name a few. There are two more vacancies in the Police Department and the hiring process is underway. Many trainings, classes, etc. were postponed due to coronavirus. The Department has stayed busy with responding to various calls, arrests, stops, investigations, etc. Police Chief Bean Burpee answered the Board's questions and they thanked the Chief and his agency for doing a great job.

9.0 OLD BUSINESS

9.1 Winnepesaukee River Basin Project: Town Administrator Scott Dunn gave a summary regarding the NH-DES Commissioner's position on transferring WRBP assets from the State of NH to an independent agency. The Board of Selectmen voted in 2014 to pursue this transition. Discussion ensued. Selectman Benavides made a motion to rescind its support for the formation of independent regional sewer entity and instead support strengthening the management role of the Advisory Board through legislative changes, seconded by Selectman Hayes and passed with all in favor; (3-0).

9.2 Bridge Preservation Projects - Work Zone Agreement: Town Administrator Scott Dunn explained that as a follow-up to the Board's meeting with NH-DOT on 06/10/20, the State has asked the Town to sign their standard municipal work zone agreement. Selectman Benavides made a motion to authorize the Town Administrator to sign the municipal work zone agreement for the rehabilitation of two state bridges at no cost to the Town as presented, seconded by Selectman Hayes and passed with all in favor; (3-0).

9.3 Island Clean-Up Day Temporary Parking: Town Administrator Scott Dunn received an email from the President of the Gilford Island Association requesting the Town seek permission from Marine Patrol to utilize some of their parking lot on Saturday, 07/25/20 during Island Clean-Up. The Board instructed Administrator Dunn to contact Marine Patrol to seek permission.

10.0 NEW BUSINESS

10.1 Unlicensed Dog Warrant: Selectman Benavides made a motion to sign the Unlicensed Dog Warrant for the Gilford Police Department to follow-up on the

unlicensed dog list as required by law, seconded by Selectman Hayes and passed with all in favor; (3-0).

10.2 Right to Know Request - Laconia Daily Sun: The Board discussed the right to know request from Roger Carroll of the Laconia Daily Sun asking to have a copy of the MRI report from 2019. After receiving a legal opinion from the Town attorney, the Board of Selectmen announced this is not a public document. Therefore, Selectman Benavides made a motion to deny the request, seconded by Selectman Hayes and passed with all in favor; (3-0).

10.3 Job Description - Building Inspector/Code Enforcement Officer: Town Administrator Scott Dunn, Planning, and Land Use Director John Ayer, along with input from Dave Andrade, have developed a proposed revised job description in anticipation of Mr. Andrade's retirement effective 10/31/2020. Discussion ensued. Selectman Benavides made to approve the revised job description as presented and to authorize the advertising of this pending vacancy, seconded by Selectman Hayes and passed with all in favor; (3-0).

11.0 OTHER BUSINESS

Town Administrator Scott Dunn explained to the Selectman that several boulders were placed along the edge of pavement at the Shore Road Extension property where walls will be built eventually, however, their permit required them to have such objects placed at least 2 feet from the edge of pavement. It was the consensus of the Board to require the boulders to be moved from the edge of pavement as previously agreed.

12.0 SELECTMEN'S ISSUES

There was none.

13.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn provided the Board with an update as follows:

- Angela Bovill was elected chair of the JLMC
- The Town Clerk-Tax Collector will be at the 07/08/20 Selectmen's meeting to give the board an update relative to tax collection. Selectmen Hayes would like to know the % of taxes paid through an escrow account if possible
- Several deferred DPW capital purchases will be brought before the Board at the next meeting
- Town Administrator Scott Dunn and DPW Director Meghan Theriault will be attending a meeting with the NH/DOT regarding discussion on the Hoyt Road intersection

14.0 NEXT MEETING

The Chairman announced the next meeting of the Board of Selectmen would be Wednesday July 8, 2020 at 7:00pm.

15.0 PUBLIC INPUT

Mr. Chuck Schubert, 46 Hillside Drive had complaints about tree cutting in the right of way and on his neighbor's property. He is very disappointed with the tree removal and feels that four houses have been devalued due to this, and asked what could be done. It was noted that residents are allowed to cut trees on their own properties. Selectman Hayes viewed the site and would look into asking for erosion control measures to be put in place.

Mr. Seifu Ragassa is the property owner where the trees were cut down and he said that he is in the beginning stages of a landscaping project that will take some time to complete. He said several of his neighbors were glad to see this property being cleaned up.

Mr. Roger Carroll from the Laconia Daily Sun questioned whether the MRI report was rightfully exempt from his right to know request. He disagreed with the Board's decision that the document was exempt from public disclosure. The Board informed Mr. Carroll that he would be receiving a letter in the mail addressing his specific questions.

16.0 ADJOURN

Selectman Benavides made a motion to adjourn the meeting at 8:10 pm, seconded by Selectman Hayes and passed with all in favor; (3-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 8th day of July, 2020.

Attest:



Selectman Kevin Hayes, Clerk