**TOWN OF GILFORD**

**BOARD OF SELECTMEN**

**MEETING MINUTES**

**MAY 11, 2022**

A public meeting of the Board of Selectmen was convened at 7:00pm in the Town Hall Conference Room.

Selectmen in attendance: Chair Kevin Hayes, Vice-Chair Dale Channing Eddy and Clerk Gus Benavides.

Other Town Officials in attendance: Town Administrator Scott Dunn, Fire Chief Steve Carrier and Executive Assistant Chrissy Blood.

**1.0 PLEDGE OF ALLEGIANCE**

Selectmen Eddy led the assembly in the Pledge of Allegiance.

**2.0 ANNOUNCEMENTS/PRESENTATIONS**

Selectman Hayes read the rules of the meeting.

**3.0 REVIEW/APPROVAL OF MINUTES**

3.1 Selectman Eddy made a motion to approve the minutes of April 27, 2022, as presented; seconded by Selectman Benavides and passed with all in favor; (3-0).

3.2 Selectman Eddy made a motion to approve the minutes of May 2, 2022, as presented; seconded by Selectman Benavides and passed with all in favor; (3-0).

**4.0 CONSENT AGENDA**

Selectman Eddy made a motion to approve the items previously signed during the period April 27 – May 10, 2022 as listed, (attached hereto); seconded by Selectman Benavides and passed with all in favor; (3-0)

**5.0 APPOINTMENT**

Lakes Region Public Access Station Manager Grace McNamara gave a presentation on the events and programming of the Lakes Region Public Access. She highlighted some of the operational trends, including more organizations submitting content for LRPA’s 24-hour electronic bulletin board and that more municipalities and organizations are looking to live-stream more events. Ms. McNamara concluded her presentation with outlining their 2022 goals. After a brief question and answer session, the Board thanked Ms. McNamara for her presentation.

**6.0 OLD BUSINESS**

There was none.

**7.0 NEW BUSINESS**

7.1 Lakes Region Public Access 2022-2023 Annual Agreement

Selectman Benavides made a motion to approve the 2022-2023 Municipal Public Access Agreement with Lakes Region Public Access Television as presented, and to authorize the Town Administrator to sign the agreement, with dues in the amount of $16,388.81 to be paid from cable television franchise fees; seconded by Selectman Hayes and passed by a vote; (2-0-1). Selectman Eddy abstained from the vote.

7.2 2022-2023 Sewer Rates

It was the consensus of the Board that these rates be presented for consideration following a public hearing to be held on May 25, 2022.

7.3 Glendale Regulations Amendments

Selectman Hayes read the substantive changes as recommended by the Glendale Committee as follows:

* Section 15.4.2 (d) adds a requirement that vehicles must be registered to the business in the Town of Gilford to be eligible for a commercial marine operator permit.
* Section 15.4.2 (g) notes that there are no refunds for permits.
* Section 15.8 A and 15.8 B adds language to include a loss of privileges upon a fourth offense.

It was the consensus of the Board that these amendments be presented for consideration following a public hearing to be held on May 25, 2022.

7.4 DPW Manhole Repair Contract

Selectman Eddy made a motion to award a sewer manhole repair contract to Martinez Construction of Fitchburg, MA as the lowest responsible bidder at a unit price of $1,000 per structure; seconded by Selectman Benavides and passed with all in favor; (3-0).

7.5 DPW Sewer Line Camera Contract

Selectman Eddy made a motion to award a sewer line camera contract to Eastern Pipe Service of Bow, NH as the lowest responsible bidder at a unit price of $1.50 per linear foot; seconded by Selectman Benavides and passed with all in favor; (3-0).

7.6 Acceptance of Unanticipated Revenue – Primex Reimbursements (2) for

Vehicle Repairs

Selectman Eddy made a motion to accept two checks from Primex in the amounts of $1,816.29 and $770.89 as unanticipated revenue and to authorize the expenditure of those funds off budget for vehicle repairs; seconded by Selectman Benavides and passed with all in favor; (3-0).

**8.0 OTHER BUSINESS**

8.1 Special Event Permit – Wings, Water & Wheels

Selectman Eddy made a motion to approve the Special Event permit for the Wings, Water & Wheels to be held on May 21, 2022, which was also reviewed and approved by all department managers; seconded by Selectman Benavides and passed with all in favor; (3-0).

**9.0 PUBLIC INPUT**

There was none.

**10.0 SELECTMEN’S ISSUES**

Selectman Eddy noted that the Chief Kristian Kelley was not able to be in attendance for the meeting.

**11.0 ADMINISTRATOR’S REPORT**

Mr. Dunn provided the Board with the following updates:

* A section of Potter Hill Road will be closed for approximately two hours for a School Safety exercise, date and time to be determined.
* A new flagpole has been ordered for outside the Town Hall building for the newly appointed Town flag. A local Veteran’s Group will be part of the dedication and will also be donating a POW-MIA flag.
* There have been two cases of COVID at the Town Clerk/Tax Collector’s office and as a result of the impact this has had on staffing, they are not able to provide Thursday evening hours until further notice.
* The DPW Building Needs Committee met on May 10, 2022 and concluded that the old building cannot be used as the DPW headquarters, but could be used for storage.
* The Town Hall has made the switch from heat to AC.
* The Town Hall generator project is nearing completion and soon the entire building will be backed up with emergency power.
* The tennis court light repairs need an additional $2,000 for electrical issues that have been discovered.

Mr. Eddy made a motion to authorize the additional expenditure of up to $2,000, to complete the Village Fields tennis court light repairs, and for the funds to come from the Recreation Facilities Maintenance Capital Reserve Fund; seconded by Selectman Benavides and passed with all in favor: (3-0).

**12.0 NEXT MEETING**

Selectman Hayes noted the next meeting of the Board was scheduled for May 25, 2022 and he would not be present for that meeting.

**13.0 ADJOURN**

At 7:30pm, Selectman Eddy made a motion to adjourn the meeting, seconded by Selectman Benavides and passed with all in favor; (3-0).

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chrissy Blood, Executive Assistant

Approved by the Board of Selectmen on the \_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_, 2022.

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Selectman Gus Benavides, Clerk