

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
May 10, 2017
7:00 PM
GILFORD TOWN HALL**

1.0 SITE VISIT – GLENDALE

The Board of Selectmen, Town Administrator and Public Works Director met with Maryann Joy at Glendale at 6:30 pm to look at the fence situation as a follow-up to the concerns of the neighbor about noise and odors.

2.0 PLEDGE OF ALLEGIANCE

At 7:00 pm Chairman Eddy convened the public session of the Board of Selectmen's meeting in the 1st floor conference room and led the assembly in the Pledge of Allegiance to the Flag. Board members in attendance were: Selectman Dale Channing Eddy and Selectman Richard Grenier. Selectman Gus Benavides was absent.

Staff members in attendance were: Public Works Director Peter Nourse, Police Lieutenant Kristian Kelley, Fire Chief Stephen Carrier, Town Clerk-Tax Collector Denise Gonyer, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced the Memorial Day Parade will take place on Monday, 05/29/17 @ 10am and noted that Town Offices and Library will be CLOSED 05/29/17 in observance of Memorial Day.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Eddy asked if there were any changes to the minutes. There were none. Selectman Grenier made a motion to approve the minutes of April 26, 2017 as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

5.0 CONSENT AGENDA

Selectman Grenier made a motion to approve the items previously signed during the period April 24, 2017 through May 5, 2017, as listed (attached hereto); seconded by Selectman Eddy and passed with all in favor; (2-0).

6.0 APPOINTMENTS

6.1 Grace McNamara, Director of Lakes Region Public Access TV gave the Board an update on activities at the Cable Television Public Access Station. LRPA-TV currently has 45 shows running on three channels (24, 25, and 26). 31 of those are provided by the municipality and the rest are produced by LRPA-TV. They currently tape all of Belknap County's Government meetings and Ms. McNamara suggested that perhaps next year they could tape the Town of Gilford's Town Meeting. The station will again have summer hours to save on costs.

They will be open Monday through Thursday from 9am to 2pm, closed Fridays; these hours will start in June. Ms. McNamara reported that the station has 2 permanent part-time employees. Ms. McNamara thanked the Town of Gilford for their support. Selectmen Grenier and Eddy thanked Ms. McNamara for her professionalism and how well things are running under her leadership at LRPA-TV.

6.2 Denise Gonyer, Town Clerk-Tax Collector gave the Board an overview on activities in the Town Clerk-Tax Collectors Office as of May 4, 2017 starting with the number of dog registrations. 2016 Tax liens will be placed on May 8th and as of today's date, the Town has \$406,418.76 in outstanding tax, sewer and water bills going to lien. There has been an average of 70 customers a day at the TC-TC counter for service with 41 being the slowest day and 152 being the busiest day for April. Online transactions continue to come in on a steady basis along with new car registrations. The TC-TC office is in the process of upgrading their BMSI tax software and is hoping to print the first issue tax warrant from the upgraded software this month. This time of the year is busy with registrations, stickers, guest cards etc. Ms. Gonyer answered the Selectmen's questions and they thanked her for the update.

6.3 Bill Rollins, NHDOT District 3 Assistant Engineer discussed the traffic patterns for the Airport Commons Project with the Board. The Selectmen had questions regarding traffic by Lily Pond and how the off ramp would re-direct traffic. Mr. Rollins explained when you come off the by-pass there will be a thru lane to Laconia and a more conventional merge and that they would widen the turning lane when turning onto the bypass. Selectman Eddy asked Mr. Rollins if there would be traffic signals for the new left turn. He was unsure, but said he would find out and email Town Administrator Scott Dunn with that information. The Selectmen thanked Mr. Rollins for the update.

7.0 OLD BUSINESS

7.1 Town Administrator Scott Dunn gave the Board the Revised Transfer Station Final Design and Permitting Contract with requested changes. Discussion ensued. Selectman Grenier made a motion to approve the Task Assignment # 2 from CMA Engineers in the amount of \$64,800 and authorize the Town Administrator to sign the agreement as presented; seconded by Selectman Eddy and passed with all in favor.

7.2 Glendale Dumpster Fencing

Town Administrator Scott reviewed that Ms. Maryann Joy wants the Town to take steps to control odor and noise that comes from the Glendale Dumpsters and affects her property next door. The Selectmen toured Glendale prior to tonight's meeting to review the site. Discussions ensued. Selectman Eddy made a motion to accept the abutters (Ms. Joy) proposal to buy all necessary materials and to extend the fence using DPW man power to install; this is a neighborly compromise; seconded by Selectmen Eddy and passed with all in favor; (2-0). Selectman Grenier brought up the possibility of installing cameras at Glendale. Discussion ensued.

7.3 Town Administrator Scott Dunn presented a Sewer Pump Station Easement Deed to the Board. Selectman Grenier made a motion to accept the sewer easement deed from Curley Family Realty as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.4 Police Chief Anthony Bean Burpee submitted a memo to the Board regarding Regional Police Dispatch. When first hired, Chief Bean Burpee was asked to conduct a study to assess

the advantages and disadvantages of the Town using the Sheriff's Office for dispatch services. Now that they have a new Police Station and Dispatch Center has been operational, it seems futile to pursue the use of the Sheriff's Office, especially considering recent budget cuts at the County level. The Police Chief is asking the Board for a discontinuance of this matter. Discussion ensued. Selectman Grenier made a motion to rescind the direction for study of a regional police dispatch system for the foreseeable future; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.0 NEW BUSINESS

8.1 An updated Delegation of Deposit Authority & Financial Functions Authorization form was presented. Selectman Grenier made a motion to approve and sign the Delegation of Deposit Authority and Financial Functions as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.2 Lyvie Beyrent has requested that the Gilford Community Band be recognized as a Town committee. Ms. Beyrent explained that she has looked into a 5013C; no one is interested and they have exhausted options. She is asking to make the Gilford Community Band a Town Committee so that they fall under the Town's insurance. Discussion ensued. Selectman Grenier made a motion to make the Gilford Community Band a Town Agency and to hire Lyvie Beyrent as a Town Employee under the direction of Herbert Greene, Parks & Recreation Director; seconded by Selectman Eddy and passed with all in favor; (2-0).

8.3 Police Chief Anthony Bean Burpee submitted a memo for acceptance of a D.A.R.E. donation. Selectman Grenier made a motion to accept a \$700 donation from the Gilford Police Relief Children's Fund with appreciation and to authorize the expenditure of this money for its intended purposes; seconded by Selectman Eddy and passed with all in favor; (2-0).

9.0 OTHER BUSINESS

Town Administrator Scott Dunn called two HVAC vendors to obtain quotes for the Town Hall Air Conditioning Chiller replacement; one vendor responded. Spartan Mechanical LLC submitted a bid for \$43,365 and they have the unit in stock. Town Administrator Dunn is recommending approval. Discussion ensued. Selectman Grenier made a motion to expend \$43,365 for the new chiller unit at Town Hall as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

10.0 PUBLIC INPUT

Chairman Eddy asked for any public input. There was none.

11.0 SELECTMEN'S ISSUES

Selectman Grenier helped work at the Recycle Center during Spring Clean up week. Some items were illegally dumped; this needs to stop. Selectman Grenier suggested installing cameras. Town Administrator Scott Dunn suggested reviewing this during the construction phase of the new Recycle Center. The Selectmen would also like to re-visit spring clean up week and the potential of reducing it to a few days.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported that the DPW staff has removed all of the land/dirt covering the water system behind Town Hall. Gilford Well will be installing a new well pump at Town Hall soon; he thanked the Department of Public Works for their work on this project.

Town Administrator Scott Dunn also reported he received a phone call from the Police Department that vagrants were establishing homes on vacant land on Hounsell Ave. The Police Department would like to put no trespassing signs up and are seeking approval from the Board. It was the consensus of the Board to approve.

13.0 NEXT MEETING

The next Board of Selectmen's meeting will be held on Wednesday, May 24, 2017 at 7pm.

14.0 ADJOURN

With no further business to come before the Board, Selectman Grenier made a motion to adjourn at 7:50 pm; seconded by Selectman Eddy and passed with all in favor; (2-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 24th day of May, 2017.

Attest:



Selectman Richard Grenier, Clerk