

TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
June 14, 2017
7:00 PM
GILFORD TOWN HALL

1.0 NON PUBLIC SESSION

At 6:30 pm Selectman Benavides made a motion to enter into non-public session to discuss matters that may adversely affect someone's reputation; consideration of pending litigation and personnel issues [per RSA 91-A: 3, II, (a), (c) and (e)]; seconded by Selectman Grenier. Motion carried on a roll call vote with all in favor; (3-0).

Present: Selectmen Dale Channing Eddy, Gus Benavides and Richard Grenier. Also present Town Administrator Scott Dunn.

Town Administrator Scott Dunn presented a list of ambulance abatements for approval totaling \$3,141.85. Discussion ensued. Selectman Benavides made a motion to approve the ambulance abatements as presented for \$3,141.85; seconded by Selectman Grenier and passed with all in favor; (3-0).

Town Administrator Scott Dunn presented a draft proposed settlement agreement from the Town Attorney on an assessment case. Discussion ensued on Town procedures to reduce legal fees. Selectman Benavides made a motion to approve the proposed settlement agreement in the matter of Marie Kimball vs. Town of Gilford as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

The Howe family is appealing the decision of the Superior Court in the Twomey v. Town of Gilford case. Discussion ensued. It was the unanimous consensus of the Board that there is no role for the Town in this appeal. Other personnel related issues were discussed in non-public session and those minutes are sealed as noted below

At 7:00 pm Selectman Benavides made a motion to come out of non-public session; seconded by Selectman Grenier and passed with all in favor; (3-0).

2.0 PLEDGE OF ALLEGIANCE

At 7:05 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: Selectmen Dale Channing Eddy, Gus Benavides and Richard Grenier.

Staff members in attendance were: Public Works Director Peter Nourse, Fire Chief Stephen Carrier, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced that line striping on Town Roads will be the evenings of 06/21/17 through 06/23/17 subject to weather.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Eddy asked if there were any changes to the minutes. There were none. Selectman Benavides made a motion to approve the minutes of May 24, 2017 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

5.0 CONSENT AGENDA

Selectman Benavides made a motion to approve the items previously signed during the period May 22, 2017 through June 9, 2017, as listed (attached hereto); seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectman Benavides made a motion to seal the minutes of the non public session held on this date relevant to personnel issues; seconded by Selectman Grenier and passed with all in favor; (3-0).

6.0 OLD BUSINESS

6.1 2017 Road Improvement Construction Plans: Public Works Director Peter Nourse reviewed his proposed Re-Prioritization of the Scheduled 2017 Road Work. He recommended holding off on applying wear course to Poor Farm & Weeks Road/Belknap Mountain Road this year. Cumberland Road will receive a shim and overlay from Silver Street to Briarcliff Road due to the under drain/water infrastructure. Morrill Street was scheduled to rebuild from the Town line to Sleeper Hill Road. This is a poor portion of the road, however the portion from Stark Street to about Farm View Lane has deteriorated greatly over the winter and he is recommending that be done in 2017. Belknap Mountain Road was to be rebuilt from Goodwin Road to Weeks Road, however, the portion from Weeks Road to Hoyt Road has deteriorated greatly over the winter and he is recommending that be done in 2017. Potter Hill Road will receive a T-intersection with Cherry Valley Road and they plan to reclaim the paved hill area from the culvert about #109. The Selectmen previously tasked the DPW to apply ledge pack on this section; however, Mr. Nourse recommends not doing that this year. In addition, Mr. Nourse has worked with the resident at #147 to address his barn concerns. Discussion ensued. Selectman Benavides made a motion to accept the recommended changes in road work by the Public Works Director as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

6.2 Glendale Regulations - Temporary Amendments: Town Administrator Scott Dunn explained the recommended temporary amendments. First, the Fire-Rescue Department would like to park the Fire Boat at the end of Dock 1A because Marine Patrol has not allowed the Town to return to its previous docking space on their property. For most of this year the Fire Boat has been parked on Dock 3, but that space is needed for 12 hour island decal boat docking, especially with the loss of space at the end of the dock. Second, it is recommended that Dock 1A be temporarily converted to 12 hour island decal boat docking between the first loading zone spot and the Fire Boat. This would eliminate the second loading zone spot and also docking space for the general public. After the dock repairs are complete, the regulations will go back to normal. Selectmen asked Public Works Director Peter Nourse the status of the repairs. Mr. Nourse sent the engineering designs to four companies. One company responded, and they are booked up; he is waiting to hear back from the other three. Discussion ensued. Selectman Benavides made a motion to eliminate the second loading zone space on Dock 1A, permit the docking of the Fire Boat in the last space on Dock 1A, and convert all other spaces on Dock 1A to 12 hour island boat decal parking only until September 5, 2017 or upon completion of Dock 3 repairs, whichever comes first; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.0 NEW BUSINESS

7.1 Dept. of Justice - COPS Grant Application: Police Chief Bean Burpee has submitted a memorandum requesting permission to apply for a COPS grant that would be used to hire additional police officers. Selectmen Benavides made a motion to approve submission of the application for the COPS grant as presented; seconded by Selectman Grenier for discussion. The Board questioned how long the grant lasts. Town Administrator Scott Dunn stated that the grant pays 75% for the first three years of wages. Discussion ensued. It was the consensus of the Board to table this agenda item until Police Chief Bean Burpee is present. Selectman Benavides withdrew his motion; selectmen Grenier withdrew his second.

7.2 Sign Ordinance Review Committee: Town Administrator Scott Dunn reviewed the Memo from Wayne Hall, Chairman of the Planning Board suggesting a Sign Ordinance Review Committee. Discussion ensued. The Selectmen directed Town Administrator Scott Dunn to prepare a draft resolution with a mission statement for the next meeting.

7.3 Outdoor Special Events Regulations Amendments: Town Administrator Scott Dunn drafted amendments to this regulation to address some concerns of Fire Chief Stephen Carrier. The Selectmen asked Chief Carrier to discuss. Chief Carrier said that at certain events in town or certain properties, the Fire Chief lacks a role in the safety related functions. Discussions ensued. It was the consensus of the Board to hold a public hearing on this matter at their June 28, 2017 meeting.

7.4 2017-2018 Agreement with LRPA-TV: Chairman Eddy recused himself from this item as he is the Chairman of the Board for LRPA-TV. Town Administrator Scott Dunn presented the annual renewal agreement with Lakes Region Public Access Television and an invoice for dues in the amount of \$14,988 based upon a fee of \$6.00 per subscriber. Discussion ensued. Selectmen Benavides made a motion to approve the Municipal Public Access Agreement between the Town and Lakes Region Public Access TV as presented, and to authorize the Town Administrator to sign the agreement, and furthermore to authorize the payment of annual dues to LRPA-TV in the amount of \$14,988 to come from Franchise Fee Revenues; seconded by Selectmen Grenier and passed; (2-0-1)

7.5 Appointment to Lakes Region Planning Commission: Selectman Benavides made a motion to appoint Planning Board member Richard Egan to the Lakes Region Planning Commission to fill an unexpired term; seconded by Selectmen Grenier and passed with all in favor; (3-0).

7.6 Town Hall Security System Repairs: Town Administrator Scott Dunn presented a proposal from Total Security to replace the non-functioning cameras in Town Hall and integrate them into the Police Department for monitoring. Discussion ensued. Selectman Benavides made a motion to accept the proposal from Total Security in the amount of \$4,158 to replace non-functioning security cameras and integrate them into the Police Department monitoring system, with funds to come from a new account number 4151-559 due to this project not being budgeted; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.0 OTHER BUSINESS

8.1 Request to cut trees in Kimball Wildlife Forest: Town Administrator Scott Dunn presented a letter from a homeowner seeking permission to cut trees in order to re-establish their view of the lake. The trees are located on a parcel of land owned by the Town. Discussion ensued. Selectman Benavides made a motion to turn this matter over to the Kimball Wildlife Forest Committee for a decision; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.2 Rowe House Roof Replacement Contract: Town Administrator Scott Dunn explained that the previously awarded contractor for this job Energy Shield has stated that they are unable to do the

project. Another company, Guyer & Son Roofing has provided a quote to the Town for \$48,500. The Selectmen reviewed. Selectmen Eddy made a motion to rescind the previous contract awarded to Energy Shield in the amount of \$43,650 for the Rowe House Roof Replacement and to award a new contract to Guyer & Son Roofing in the amount of \$48,500; further to authorize the Town Administrator to sign the proposal acceptance and project agreement. (Note: this has also been approved by LCHIP); seconded by Selectmen Grenier and passed with all in favor; (3-0).

8.3 Schedule Public Hearing for 2017-2018 Sewer Rates: Town Administrator Scott Dunn presented a memo from the Finance Director Glen Waring. The Finance Department and the Department of Public Works completed their annual review of the sewer rate calculations to come up with the proposed recommendation. Selectman Benavides made a motion to schedule a public hearing for June 28, 2017 at 7pm for the proposed 2017-2018 Sewer Rates; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.0 PUBLIC INPUT

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

10.0 SELECTMEN'S ISSUES

Selectman Grenier asked for an update on the Recycle Center Project. Town Administrator Scott Dunn said that it was still in the design phase. Selectman Eddy has a resident approach him about a speeding issue and he directed her to Town Administrator Scott Dunn. She was very appreciative/thankful that the Town Administrator and Police Chief were able to address the issue in such a timely manner.

11.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn stated the front doors at Town Hall were replaced and this project is complete. The water system improvement project is in process and should be done next week. The Town Hall has already noticed improved water pressure. The RFP for the HVAC went out and the proposals are due back on June 22, 2017. Town Administrator Dunn is soliciting flooring replacement proposals and is hoping to have a recommendation for the 06/28/17 Selectmen's meeting. The Town is moving forward with the Varney Point Pumping Station Project with PRB Construction of Gilford, NH. Police Chief Anthony Bean Burpee graduated from the Lakes Region Leadership class of 2017 and received high accolades from the organization. The Selectmen congratulated the Police Chief on this accomplishment. Lastly, the Department of Environmental Services (DES) got the message on the Gunstock Brook Restoration project and the disappointment echoed by all parties involved. Managers at DES got involved and the project looks to be back on track with a new prospective.

12.0 NEXT MEETING

The next meeting of the Board of Selectmen's meeting will be Wednesday, June 28, 2017 at 7pm.

13.0 ADJOURN

With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 7:55pm; seconded by Selectman Grenier and passed with all in favor; (3-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 28 day of June, 2017.

Attest:



Selectman Richard Grenier, Clerk