

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
March 23, 2016  
GILFORD TOWN HALL**

**COPY**

**1.0 PLEDGE OF ALLEGIANCE**

At 7:00pm Chairman Benavides convened a public meeting of the Board of Selectmen in the 1<sup>st</sup> floor conference room and led the assembly with the Pledge of Allegiance to the Flag.

Staff members in attendance were: Finance Director Geoffrey Ruggles, Fire Chief Stephen Carrier, Public Works Director Peter Nourse, Public Works Operation Manager Mia Gagliardi, Police Chief Anthony Bean Burpee and Town Administrator Scott Dunn.

**2.0 ANNOUNCEMENTS/PRESENTATIONS**

The Chairman read the rules of the meeting. Chairman Benavides then announced the Police Department will have an Open House on Tuesday, March 29, 2016 from 6pm to 8pm and invited all residents to come and tour the new facility and meet staff. The 2016 Residential Spring Clean Up Days will be Saturday April 23<sup>rd</sup> through Sunday May 1<sup>st</sup>, 8:00 AM to 4:00 PM. More information is available on the Town's website or by calling the DPW at 527-4778.

**3.0 REVIEW/APPROVAL OF MINUTES**

**3.1 March 9, 2016 Minutes**

Dale Chan Eddy made a motion to approve the 03/09/2016 minutes as written; seconded by Gus Benavides and passed with all in favor; (2-0).

**4.0 CONSENT AGENDA**

**4.1 Approval of Previously Signed Documents 03/07/16 through 03/18/16**

Dale Chan Eddy made a motion to approve the items previously signed during the period of 03/07/16 through 03/18/16 as listed (attached hereto); seconded by Gus Benavides and passed with all in favor; (2-0).

**5.0 APPOINTMENTS**

**5.1 Governors Island Board of Directors – Traffic Controls**

Cary Corkin, Chairman of the GIC Board of Directors spoke to the Selectmen about speed tables. Mr. Corkin said that Police Chief Anthony Bean Burpee has been very helpful in meeting with Governors Island residents and discussing their concerns. They came to the conclusion that speed tables would be a good solution to some of the traffic speed issues that residents experience. Mr. Bill Jacobson also spoke about looking at modifying the lifestyle of motorists and he thinks that this would be a great opportunity for a pilot test for the Town. Selectmen Benavides asked Mr. Corkin and Mr. Jacobson if the Board of Directors took a vote on the matter. Mr. Jacobson said they have discussed as a Board and are in favor; they have also polled other community members. Public Works Director Peter Nourse feels this is more of an enforcement issue; 87% of drivers were driving under 35 mph according to the traffic data poll. Mr. Nourse does not recommend speed tables. Police Chief Anthony Bean Burpee said that

directed patrols could be sent out to sit and observe stop signs, etc. This is effective, but it has limited long term value. Mr. Nourse also explained the different types of speed tables. Town Administrator Scott Dunn recommended trying one for now, and he felt asphalt is a better solution. Discussion ensued. Dale Chan Eddy made a motion to direct the Public Works Director to install a speed table at Summit Ave. on the Island side of the bridge on the flat spot along with appropriate signage; seconded by Gus Benavides and passed with all in favor; (2-0).

## 5.2 Geoffrey Ruggles, Finance Director – Monthly Finance Report

Finance Director Geoffrey Ruggles presented the Board with a monthly financial report for the period ending February 29, 2016. Mr. Ruggles reported that the overall revenues for the year are up more than \$56,000 and that motor vehicle receipts surged nearly \$31,000 above last year. Overall expenditures for the year are up a modest \$4,000 over last year and the Highway and Vehicle Maintenance expenses are down \$42,000 and \$21,000 due in large part to the milder winter. Mr. Ruggles reported that property tax payments continue to be the best they have been in several years at nearly 97% collected. Cash balances continue at levels similar to last year with no anticipated shortages. The Selectmen thanked Mr. Ruggles for the detailed update.

## 6.0 OLD BUSINESS

### 6.1 Class VI Road Seasonal Damages

Town Administrator Scott Dunn received a call from the local Game Warden, Chris Bryson. Town Administrator Dunn met with Mr. Bryson and toured several sites of concern where class VI roads are being destroyed by 4-wheelers. These roads are particularly susceptible this time of year (mud season). Discussion ensued. It was the consensus of the Board to wait to make any decisions until they talk to the Game Warden. Administrator Dunn will schedule Mr. Bryson to attend one of the April Selectmen's meetings.

## 7.0 NEW BUSINESS

### 7.1 Purchase of 2 new Police Vehicles

Police Chief Anthony Bean Burpee presented his memo dated 03/15/16 with a request to Award the Police Vehicle Bid. The Police Chief solicited 3 quotes from dealerships for the 2016 Ford Police Interceptor SUV and explained them in detail. Discussion ensued. Dale Chan Eddy made a motion to award the bid to Hillsborough Ford in the amount of \$56,792 for 2 new Police Interceptor SUV's at a price of \$28,396 each as presented; seconded by Gus Benavides and passed with all in favor; (2-0).

### 7.2 Lease Agreement for Police Motorcycle

Police Chief Anthony Bean Burpee presented a Lease Agreement with Seacoast Harley Davidson for a 2016 HD FLHTP Motorcycle and is seeking authorization to sign the one year agreement in the amount of \$4,400. Chief Bean Burpee said that the lease includes all scheduled maintenance within that year's time beginning at 1,000 miles and then again at 5,000 miles. Discussion ensued. Dale Chan Eddy made a motion to approve the one year lease Agreement with Seacoast Harley Davidson in the amount of \$4,400 and to authorize Chief Bean Burpee to sign the agreement as presented; seconded by Gus Benavides and passed with all in favor; (2-0).

### 7.3 Lease Agreement for Police TASER/Body Cameras

Police Chief Anthony Bean Burpee reviewed his memo requesting a waiver from the Purchasing Policies in order to use a sole source vendor without soliciting additional bid quotes and authorize the Chief to sign the TASER quotation as presented. The money is in the budget. There will be a total of 18 body cameras and 18 TASER'S (plus service, maintenance, warranty replacement, accessories) and they split the cost out five-years totaling \$121,937 with year 1 at \$36,401 and year 2 through 5 for \$21,384. Discussion ensued. Dale Chan Eddy made a motion to approve the end user Purchaser Agreement with TASER International for the purchase and financing of 18 tasers and 18 body cameras plus service, maintenance, warranty replacement and accessories in the amount of \$121,937 with a first year payment of \$36,401 and to waive the bid requirements of the Purchasing Polices to allow for a sole source vendor and authorize Chief Bean Burpee to sign the agreement as presented; seconded by Gus Benavides and passed with all in favor; (2-0).

### 7.4 Expenditure of Police Forfeiture Funds

Police Chief Anthony Bean Burpee is requesting approval to purchase a fuming chamber and heat chamber for evidence. Dale Chan Eddy made a motion to authorize the expenditure of \$6,400 from the Police Forfeiture Fund for the purchase of a fuming chamber and heat chamber as presented; seconded by Gus Benavides and passed with all in favor; (2-0).

### 7.5 Lease/Purchase of New DPW Loader

Public Works Director Peter Nourse explained in detail the solicitation of proposals for a new loader. The DPW is recommending that the Town award the contract to Chadwick-Baross of Concord for a Volvo L-60H unit and outlined the options. Discussion ensued. Dale Chan Eddy made a motion to accept the proposal of Chadwick-Baross of Concord, NH for the lease purchase of a 2016 Volvo L-60H loader in the amount of \$142,550, minus \$17,000 for the trade in of the 1999 928F Caterpillar Loader and to authorize the expenditure of up to \$45,824 as the first years payment; seconded by Gus Benavides and passed with all in favor; (2-0). It was noted that \$60,000 was budgeted for this payment.

### 7.6 Waiver of Minimum Road Standards – Drive setbacks at 86 Sagamore

Public Works Director Peter Nourse is recommending a waiver to the minimum Road Standards for 86 Sagamore Rd. Dale Chan Eddy made a motion to approve the waiver of the Town's minimum road standards to allow for the construction of a driveway that is less than 15 feet from the property boundary as presented; seconded by Gus Benavides and passed with all in favor; (2-0).

### 7.7. Waiver of Minimum Road Standards – Drive setbacks at 26 Foxglove

Public Works Director Peter Nourse recommends a waiver be granted for 26 Foxglove Road. Dale Chan Eddy made a motion to approve the waiver of the Town's minimum road standards to allow for construction of a driveway that is less than 15 feet from the property boundary as presented; seconded by Gus Benavides and passed with all in favor; (2-0).

### 7.8 Sewer Abatement Request – Lake Shore Park, Unit 22

Public Works Director Peter Nourse discussed a request for sewer abatement at Lake Shore Park, Unit 22 and explained why the abatement is not recommended. Dale Chan Eddy made a motion to deny the request for sewer abatement at Lake Shore Park, Unit #22; seconded by Gus Benavides and passed with all in favor; (2-0).

#### 7.9 Household Hazardous Waste Day Letter of Commitment

Dale Chan Eddy made a motion to approve and sign the 2016 Household Hazardous Waste Day Letter of Commitment as presented; seconded by Dale Chan Eddy and passed with all in favor; (2-0).

#### 7.10 Dumpster Service Contract

DPW Operations Manager Mia Gagliardi submitted a memo on the dumpster service contract. Dale Chan Eddy made a motion to accept the proposal of Waste Management, Inc. for specialized dumpster services, to include a hauling fee of \$125 per pull and \$82 per ton for C&D disposal costs; seconded by Gus Benavides and passed with all in favor; (2-0).

#### 7.11 Town Position on SB345

Town Administrator Scott Dunn received a request from local farmer, Andy Howe asking if the Town would support SB345 bill. The bill has passed the Senate and is now going to the house. Administrator Dunn summarized the bill and the Agritourism aspect. Discussion ensued. Selectmen Benavides takes no position at this time. Selectmen Eddy is in support. Upon concurrence, the Selectmen tabled this until the next meeting when Selectmen Grenier will be present.

### **8.0 OTHER BUSINESS**

Town Administrator Scott Dunn said Public Works Director Peter Nourse submitted a memo seeking approval to renew the roadway striping contract that was awarded in 2015 in conjunction with the City of Laconia for the 2016 Roadway striping. Dale Chan Eddy made a motion to approve the joint participation contract for road striping for 2016 as presented; seconded by Gus Benavides and passed with all in favor; (2-0). Selectmen are very happy that the 2015 prices have been extended into 2016 and appreciates the joint municipal effort along with DPW's effort; terrific job.

### **9.0 PUBLIC INPUT**

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

### **10.0 SELECTMEN'S ISSUES**

Selectmen Dale Chan Eddy gave a detailed update on the Broadband access issue which he is actively participating; he will continue to keep the Board up to date and advocate for the Town of Gilford to spur some competition to obtain the best technology and high speed services available.

### **11.0 ADMINISTRATORS REPORT**

Town Administrator Scott reported that the Town received their cable television franchise agreement payment check from MetroCast in the amount of \$101,712 with distressing news. MetroCast will soon require every single television to have a cable box. This is very unfortunate

as there will likely be costs associated with that. This past weekend the New England Music Festival was in Town and hosted 450 students who stayed in volunteer host homes throughout the community. It was a great event including 3 concerts. Town Administrator Scott Dunn was proud of the community for making this such a success and the Selectmen echoed that sentiment.


**12.00 NEXT MEETING**

The next Board of Selectmen's meeting will be held on Wednesday, April 13, 2016 at 7:00 PM.

**13.0 ADJOURNMENT**

Selectmen Eddy made a motion to adjourn the meeting at 8:07 pm, seconded by Gus Benavides and passed with all in favor; (2-0).

Respectfully Submitted,

  
Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 15<sup>th</sup> day of April, 2016.

Attest:

  
Selectman Dale Channing Eddy, Clerk