

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
April 13, 2016
GILFORD TOWN HALL**

1.0 NON-PUBLIC SESSION (6:00 pm)

At 6:05 PM, Selectmen Grenier made a motion to enter into non-public session pursuant to RSA 91-A: 3, II (a) to discuss personnel issues, (e) pending litigation, (c) matters that may adversely affect someone's reputation and (d) conveyance of real property. Motion carried on a roll call vote with all in favor; (2-0), Present: Selectmen Richard Grenier, Dale Chan Eddy and Town Administrator Scott Dunn.

Town Administrator Dunn presented a draft revised pay plan for non-union personnel for the Board to review. There was discussion. The Selectmen concurred with scheduling this for public discussion at their 04/27/16 meeting. In addition, they would also like to discuss Alternate #2 in the Personnel Policy Amendments regarding longevity pay and they agreed to include compensation time for the Police Department Sergeants.

Town Administrator Scott Dunn also proposed creating a financial incentive for Town Employees to switch to the HMO Health Insurance Plan with a one-time, lump-sum payment of 50% of the annual premium cost savings. The Selectmen approved by consensus.

The Board reviewed hardship ambulance abatements in the amount of \$1,678.74 and the abatement of \$109,198.02 in uncollectable debts dating back to 2004. There was discussion. Dale Chan Eddy made a motion to approve the ambulance abatements for \$1,648.74 as presented; seconded by Richard Grenier and passed with all in favor; (2-0). Dale Chan Eddy made a motion to approve the abatement of \$109,198.02 in uncollectable debts dating back to 2004 and to discharge uncollectable debts; seconded by Richard Grenier and passed with all in favor; (2-0).

Town Administrator Dunn asked if since the Town's motion for reconsideration on the State v. Lilley case was denied, would the Board like to consider filing an appeal of this decision with the Supreme Court. Discussion ensued. There was no consensus to proceed.

The Town has received a request from Attorney Phil Brouillard to release 3 general assistance liens on a dilapidated mobile home that has recently been acquired by the mobile home park. The total amount of general assistance provided to the 2 previous owners was \$6,169.09. Discussion ensued. Dale Chan Eddy made a motion to approve the 3 release of liens on the mobile home for \$6,169.09 (Tax Map and Lot# 201-013-002); seconded by Richard Grenier and passed with all in favor; (2-0).

At 6:50 PM, Dale Chan Eddy made a motion to come out of non-public session; seconded by Richard Grenier and passed with all in favor; (2-0).

2.0 PLEDGE OF ALLEGIANCE

At 7:00pm Chairman Benavides joined the meeting and convened the public session of the Board of Selectmen in the 1st floor conference room by leading 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, Police Lt. Kristian Kelley, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting. Chairman Benavides then announced the 2016 Residential Spring Clean up Days will be Saturday April 23rd through Sunday May 1st, 8:00 AM to 4:00 PM. More information is available on the Town's website or by calling the DPW at 527-4778.

4.0 REVIEW/APPROVAL OF MINUTES

4.1 March 23, 2016 Minutes

Dale Chan Eddy made a motion to approve the 03/23/2016 minutes as written; seconded by Gus Benavides and passed with all in favor; (2-0-1). (Selectmen Grenier abstained as he was absent.)

5.0 CONSENT AGENDA

5.1 Approval of Previously Signed Documents 03/21/16 through 04/08/16

Richard Grenier made a motion to approve the items previously signed during the period of 03/21/16 through 04/08/16 as listed (attached hereto); seconded by Dale Chan Eddy and passed with all in favor; (3-0).

6.0 SELECTMEN'S ORGANIZATION

6.1 Election of Officers

Gus Benavides made a motion to elect Richard Grenier as Chairman of the Board of Selectmen; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

Richard Grenier made a motion to elect Dale Chan Eddy as the Vice-Chairman of the Board of Selectmen; seconded by Gus Benavides and passed with all in favor; (3-0).

Dale Chan Eddy made a motion to elect Gus Benavides as Clerk of the Board of Selectmen; seconded by Richard Grenier and passed with all in favor; (3-0).

6.2 Liaison Assignments

Upon discussion of the Board of Selectmen, the liaison assignments were decided as follows:

AFSCME Negotiation Team: Gus Benavides & Scott Dunn
Airport Commission Representative: Dale Chan Eddy
Airport Commission Representative Alternate: Gus Benavides
Budget Committee Representative: Dale Chan Eddy
Budget Committee Representative Alternate: Richard Grenier
Capital Improvement Planning Committee Representative: Richard Grenier
Capital Improvement Planning Committee Representative Alternate: Dale Chan Eddy
Drug & Alcohol Task Force: Richard Grenier
Historic District & Heritage Commission Representative: Gus Benavides
Historic District & Heritage Commission Representative Alternate: Dale Chan Eddy
Lakes Region Public Access: Dale Chan Eddy
Planning Board Representative: Richard Grenier

Planning Board Representative Alternate: Dale Chan Eddy
Solid Waste Committee: Richard Grenier
TEAMSTERS Negotiation Team: Richard Grenier & Scott Dunn

Gus Benavides made a motion to approve the liaison appointments as noted; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

6.3 Meeting Schedule

The Board of Selectmen concurs with keeping the meeting schedule for Wednesdays at 7 pm on the second and fourth Wednesdays of every month. It was also decided by consensus not to revisit this issue on an annual basis in the future.

6.4 Goals and Objectives

After discussion, it was the consensus of the Board to table this item. It was also decided by consensus not to revisit this issue on an annual basis in the future.

7.0 APPOINTMENTS

7.1 Police Chief Anthony Bean Burpee – Departmental Update

Police Chief Anthony Bean Burpee presented the Board with a detailed Police Department Update. Chief Bean Burpee gave an update on Personnel, including his two new Police Officers, Salmon and Orr who are doing a great job. In addition, Officer O'Neill will complete his first D.A.R.E. class since receiving his instructor certification. Chief Bean Burpee went on to report that the two open houses that were conducted in the new Police Station were well attended and a success. The Police Dept. is working with TASER in ordering X26P TASERs and Axon flex body cameras for full time patrol personnel. Gun Safety kits are still available at the PD to Citizens. Lt. Kelley is working on DWI and Speed Detail Grants and Chief Bean Burpee reported that they will have a designated location for a safe Internet Purchase Exchange to take place in the near future. Chief Bean Burpee concluded his update with Patrol Activity numbers and Department Programs.

Selectmen Benavides asked Lt. Kris Kelley to come up and join the Chief so that the Selectmen could publicly thank him for all his hard work and dedication with the Police Station Project. It was noted the Lt. went over and above the call of duty and the Selectmen thanked him and Chief Bean Burpee and their staff for all their good work and dedication.

8.0 OLD BUSINESS

8.1 Town Hall/Police Station Traffic Patterns and Signage

The Police Chief is requesting that two signs be put up to keep people from driving through the Police Department driveway as a proactive approach to safety. Selectmen Benavides wanted him to explain why. Chief Bean Burpee is trying to prevent the general public from going down the hill into the Police parking lot for safety and liability reasons and for officers' safety when they are called out and need to exit the parking lot quickly. Discussions ensued. Dale Chan Eddy was in favor of the signs; Richard Grenier and Gus Benavides were opposed. Therefore the consensus was not to install the signs being requested at this time.

9.0 NEW BUSINESS

9.1 HealthTrust Renewal for 2016-2017

Town Administrator Scott Dunn presented the Health Trust Billing Services Agreement and explained that the actual rate increase came in at 0.3%-0.6% for an estimated savings to the Town of \$12,531. Dale Chan Eddy made a motion to approve the Agreement as presented and to authorize the Town Administrator to sign; seconded by Gus Benavides and passed with all in favor; (3-0).

9.2 LRPA-TV 2016-2017 Municipal Public Access Agreement

Town Administrator Scott Dunn explained the 2016-2017 Municipal Public Access Agreement for the period of 07/01/16 through 06/30/17 in the amount of \$14,901 and is recommending approval. Dale Chan Eddy said that he would not vote due to the fact that he is the Chairman of the LRPA-TV Board. Gus Benavides made a motion to approve the 07/01/16 through 06/30/17 in the amount of \$14,901 as presented and to authorize the Town Administrator to sign; seconded by Richard Grenier and passed; (2-0-1) (Dale Chan Eddy abstained).

9.3 DPW Sweeper Purchase

DPW Director Peter Nourse reviewed in detail the process and proposals that were received for the Sweeper purchase. There were 5 companies that responded and Mr. Nourse reviewed the comparisons and created a spreadsheet. It is the recommendation of the DPW to purchase the 2016 Tymco 600 from Donovan Equipment as the only vendor that met the bid specifications entirely. Discussion ensued. Dale Chan Eddy made a motion to approve the lease purchase of a 2016 Tymco 600 BAH Sweeper from Donovan Equipment in the amount of \$249,730 and to authorize the trade-in of the Town's 2002 Tymco sweeper for \$7,500 for a total amount of \$242,230 to be financed at a rate of 2.45% over 4 years; seconded by Gus Benavides and passed with all in favor; (3-0).

9.4 DPW Generator Replacement

DPW Director Peter Nourse is seeking approval to accept the proposal from Hutchins Electric to install the old Town Hall Generator at the DPW garage for an amount not to exceed \$11,420.53 and to authorize the sale of the old DPW generator by solicitation of bids. Discussion ensued. Dale Chan Eddy made a motion to accept the proposal from Hutchins Electric as presented in an amount not to exceed \$11,420.53 and to authorize the sale of the old generator by auction using PWNNet; seconded by Gus Benavides and passed with all in favor; (3-0).

9.5 Glendale Improvements

(a) Dock Rub Rails Proposal

DPW Director Peter Nourse said that at the October Glendale Committee Meeting, the DPW was asked to better secure existing wood rub rails to the docks. Quotes were solicited for the work and Mr. Nourse is recommending acceptance of the proposal from Winnepesaukee Marine for wooden dock rub rails in the amount not to exceed \$3,325 to be paid from the Glendale Capital Reserve Fund. Dale Chan Eddy made the motion to accept the proposal from Winnepesaukee Marine for wooden dock rub rails in the amount not to exceed \$3,325 as presented to be paid from the Glendale Capital Reserve Fund; seconded by Gus Benavides and passed with all in favor; (3-0).

(b) Dock Lights Electricity Quotes

Town Administrator Scott Dunn explained the loss of electrical service for the dock lights at Glendale due to construction on the new Marine Patrol Building (the electrical source that feed the dock lights) and is seeking approval to accept the proposal from Hutchins Electric to install new electrical service for Glendale Dock Lights in the amount not to exceed \$4,034.09 to be paid from the Glendale Capital

Reserve Fund. Discussion ensued. Dale Chan Eddy made a motion to accept the proposal from Hutchins Electric as presented not to exceed \$4,034.09 to be paid out of the Glendale Capital Reserve Fund; seconded by Gus Benavides and passed with all in favor; (3-0).

9.6 Police Department Vehicles – Expanding Fleet Size

Police Chief Anthony Bean Burpee presented a memo that outlined his request to add a vehicle to the Police Department Fleet. Generally, when new police vehicles are bought, the older vehicles are traded-in towards the purchase of the new police vehicles. However, Chief Bean Burpee is requesting permission to retain one of the vehicles (Car 5) this year for use by the department's Lieutenants. Chief Bean Burpee gave a detailed explanation for the request to obtain this vehicle for the Lieutenants to use including when they are the Commander Staff on call, when they attend trainings, etc. Discussion ensued. Dale Chan Eddy made a motion to approve the request to retain Car 5 for use by the Lieutenants as presented; seconded by Gus Benavides and passed with all in favor; (3-0).

9.7 Police Department Staffing – SRO's and Detectives

Police Chief Anthony Bean Burpee explained the history of the Police Department staff, particularly Detectives and SRO's (School Resource Officers). Chief Bean Burpee is looking to allocate responsibilities within his department for maximum efficiencies. It is his intention to fill 3 Detective slots and have 1 full-time SRO plus officers to stop into the schools daily. The Board asked various questions and expressed concern about enough coverage at the Schools. Chief Bean Burpee explained how he would staff the schools using his one full-time SRO and daily shift personnel. Discussion ensued. Dale Chan Eddy made a motion to approve the transition as presented by the Police Chief on a trial basis; seconded by Gus Benavides and passed with all in favor; (3-0).

9.8 Acceptance of Unanticipated Revenues

(a) Highway Safety Grant

Police Chief Antony Bean Burpee is seeking approval to accept the \$2,585 NH Highway Safety Agency grant for 50% of the cost to purchase a new radar unit and to authorize the expenditure of that amount for its intended purpose; to authorize a waiver of the purchasing policies to allow the purchase of the radar unit from Kustom Signals, Inc. Dale Chan Eddy made the motion to accept the \$2,585 grant for 50% of the cost, to authorize the expenditure and waive the purchasing policies to allow the radar unit to be purchased from Kustom Signals, Inc as presented; seconded by Gus Benavides and passed with all in favor; (3-0).

(b) D.A.R.E. Donations

Dale Chan Eddy made the motion to accept a \$500 donation from the Gilford Police Relief Children's Fund for the D.A.R.E. account and to accept a \$100 donation from Winnipisaukee Driving School, LLC with appreciation and to authorize the expenditure of those funds for their intended purpose; seconded by Gus Benavides and passed with all in favor; (3-0).

(c) Training Reimbursement

Dale Chan Eddy made a motion to accept the \$595 Scholarship Funds Reimbursement from Police Standards and Training and to authorize the expenditure of those funds for their intended purpose; seconded by Gus Benavides and passed with all in favor; (3-0).

9.9 Island Boat Decals Request from Winter Harbor Yacht Club

Winter Harbor Yacht Club has requested that the Selectmen authorize the issuance of 4 island boat decals as they have done for the past 5 years. Discussion ensued. Gus Benavides made a motion to approve the request from Winter Harbor Yacht Club for the issuance of four boat decals as presented; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

9.10 Appointments to Boards and Committees

Name	Organization	Term
Lee Duncan	Conservation Commission	3
Douglas Hill	Conservation Commission	3
John Goodhue	Conservation Commission - Alternate	1
Richard Vaillancourt	Planning Board	3
Norman Silber	Planning Board	3
William Johnson	Planning Board - Alternate	3
Richard Egan	Planning Board - Alternate	3
Thomas Francoeur	Recreation Commission	3
Miriam York	Recreation Commission	3
Everett Peter Allen	Recreation Commission - Alternate	1
Glen Aldrich	ZBA - Alternate	1
William Bickford	Historic District - Heritage Commission	3
Leo Sanfacon	Lakes Business Park Board of Directors	3
Patricia Bennett	Kimball Wildlife Forest Committee	3
Glen Aldrich	Kimball Wildlife Forest Committee	3
Kevin Leandro	Solid Waste Committee	1
Sheldon Morgan	Solid Waste Committee	1
William Knightly	Solid Waste Committee	1

Dale Chan Eddy made a motion to approve the 2016 Boards and Committees Appointments/Re-Appointments as noted; seconded by Gus Benavides and passed with all in favor; (3-0).

9.11 Payment in Lieu of Taxes Agreement – Gilford Village Knolls II

Town Administrator Scott Dunn presented the Agreement for payment in Lieu of Taxes between the Town of Gilford and Gilford Village Knolls II. This is a 5 year agreement that is up for renewal and Administrator Dunn is recommending approval. Dale Chan Eddy made a motion to approve the 5 year renewal as presented; seconded by Gus Benavides and passed with all in favor; (3-0).

10.0 PUBLIC INPUT

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

11.0 SELECTMEN'S ISSUES

Selectmen Benavides would like to have LRPA-TV put on an upcoming agenda to explain in detail for residents, what the organization is all about, what they do, etc. and have discussion with the General Manger Grace McNamara. Selectmen Eddy continues to research the Broadband issue and attended an open house in the Town of Alton were TDS was discussing broadband for their Town. Selectmen Grenier asked if DPW could look into the intersection at Goodwin Rd and Belknap Mountain Road. There's a sunken portion and a large bump that's dangerous. Mr. Nourse said he would look at it tomorrow.

12.0 ADMINISTRATORS REPORT

Town Administrator Scott Dunn congratulated Selectmen Grenier as the new Chair and went on to explain that SB345 passed both the House and Senate. There will be a meeting at Edgewater West to discuss future paving. The GAVWD will be replacing a water main starting this month on Mountain Drive. The fence work has been done around the trash dumpsters to help with the trash issue at Glendale. The Town would like to donate one of its V-plows to Seabrook; they want to paint it similar to Gilford's for display. The Selectmen concur. Town Administrator Dunn reported that there will be a public hearing at the 04/27/16 Selectmen's meeting for Gilford Village Knoll III. Lastly, the auditors were here last week, everything went very smooth and they praised Finance Director Geoffrey Ruggles for this. The Selectmen also commend Mr. Ruggles for his great work.

13.00 NEXT MEETING

The next Board of Selectmen's meeting will be held on Wednesday, April 27, 2016 at 7:00 PM.

14.0 ADJOURNMENT

Selectmen Eddy made a motion to adjourn the meeting at 9:05 pm, seconded by Gus Benavides and passed with all in favor; (3-0).


Respectfully Submitted,



Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the 27th day of April, 2016.

Attest:



Selectman Gus Benavides, Clerk