

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
March 28, 2018  
7:00 PM  
GILFORD TOWN HALL**

**1.0 NON-PUBLIC SESSION**

Selectman Benavides made a motion to enter into non-public session to discuss matters that may adversely affect someone's reputation [per RSA 91-A: 3, II, (c)], hiring of a public employee [per RSA 91-A:3, II, (b)] and employee compensation [per RSA 91-A:3, II, (a)]; seconded by Selectman Grenier. Motion carried on a roll call vote with all in favor; (3-0).

The Board reviewed the recommendation of the Police Chief for hiring a full time police officer. Discussion ensued. Selectman Benavides made a motion to hire and appoint Jerecho McNeil of Belmont, NH as a full-time patrol officer effective April 15, 2018 at a wage rate of \$19.14 per hour; seconded by Selectman Grenier and passed with all in favor; (3-0).

Town Administrator Scott Dunn explained the request to extend a conditional offer of employment to John Brinkler of Gilford as a seasonal custodian. Discussion ensued. The Board said the decision on making a hiring recommendation is up to the Department of Public Works Director.

At 6:55 pm, Selectman Benavides made a motion to come out of non-public session; seconded by Selectman Grenier and passed on a roll call vote with all in favor; (3-0).

**2.0 PLEDGE OF ALLEGIANCE**

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

Staff members in attendance: Fire Chief Stephen Carrier, Deputy Fire Chief Bradley Ober, Police Chief Anthony Bean Burpee, Public Works Director Jason Hayden, Finance Director, Glen Waring, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**3.0 ANNOUNCEMENTS/PRESENTATIONS**

Chairman Eddy read the rules of the meeting and announced the 35<sup>rd</sup> Annual Spring Clean-Up days will be held from Saturday, April 21 through Sunday, April 29, 2018 from 8:00 am to 4:00 pm at the Recycle Center. The Town is still looking for volunteers to serve on various Boards and Committees; please contact the Selectmen's office if you are interested. The Lakes Region Mutual Fire Aid will have an open house on Saturday, April 14, 2018 from 10:00 am to 2:00 pm to celebrate National Public Safety Telecommunicators Week.

**4.0 SELECTMEN'S ORGANIZATION**

4.1 Elections of Officers: Selectman Grenier made a motion to nominate Gus Benavides as the Chairman of the Board; seconded by Selectman Eddy and passed; (2-0) with Selectman Benavides abstaining. Selectman Eddy made a motion to nominate Richard Grenier as the Vice Chairman of the Board; seconded by Selectman Benavides and passed; (2-0) with Selectman Grenier abstaining. Selectman Grenier made a motion to nominate Dale Channing

Eddy as the Clerk of the Board; second by Selectman Benavides and passed (2-0) with Selectman Eddy abstaining.

4.2 Liaison Assignments: Selectman Benavides made a motion for the Selectman to keep their current liaison assignments with two changes; to appointment Selectman Grenier as the representative to the Budget Committee and Selectman Eddy as the representative for the Planning Board; seconded by Selectmen Grenier and passed with all in favor; (3-0).

- AFSCME Negotiation Team: Gus Benavides & Scott Dunn
- Airport Commission Representative: Dale Chan Eddy
- Airport Commission Representative Alternate: Gus Benavides
- Budget Committee Representative: Richard Grenier
- Budget Committee Representative Alternate: Dale Chan Eddy
- Capital Improvement Planning Committee Representative: Richard Grenier
- Capital Improvement Planning Committee Representative Alternate: Dale Chan Eddy
- 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: Dale Chan Eddy
- Planning Board Representative Alternate: Richard Grenier
- TEAMSTERS Negotiation Team: Richard Grenier & Scott Dunn

### **3.0 REVIEW/APPROVAL OF MINUTES**

Selectman Benavides asked if there were any changes to the minutes. There were none. Selectman Grenier made a motion to approve the minutes of March 14, 2018 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

### **6.0 CONSENT AGENDA**

Selectman Grenier made a motion to approve the list of items previously signed during the period March 12, 2018 through March 23, 2018 as listed; seconded by Selectman Eddy and passed with all in favor; (3-0).

Selectman Grenier made a motion to seal the minutes of the non-public session held on this date as they pertain to matters that may adversely affect someone's reputation and employee compensation; seconded by Selectman Eddy and passed with all in favor; (3-0).

### **7.0 PUBLIC HEARING**

7.1 Ambulance Fees: Chairman Benavides read the public hearing notice and asked Fire Chief Stephen Carrier to explain the rate increase proposal. Discussion ensued regarding ambulance services, expenses to run the ambulances, supplies, etc. Chairman Benavides opened the public hearing at 7:11 pm and asked for any public input. There was none. Selectman Benavides closed the public hearing at 7:11 pm. Selectman Grenier made a motion to approve the proposed ambulance fees effective April 1, 2018 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

### **8.0 APPOINTMENTS**

8.1 John Ayer, Director of Planning & Land Use began his semi-annual department update with building permit updates from 08/16/17 to 03/22/18. Single-family homes are up slightly over last year. The value of solar panel installations were up by over \$600,000 this year. 335 total permits (this includes all DPLU permits) were issued. That is a 23.6% increase over last

year; this is a sign that residents are improving their homes, etc. The Airport Plaza project finished their new entrance and received a variance for the location of a sign. There is still no new businesses going into the plaza at this time. Discussion ensued on the Air Bed & Breakfasts and the new State laws that passed limiting Towns on what they can do. (Difference from regular B & B's). Discussion ensued. Mr. Ayer answered the Board's questions and they thanked him for the update.

8.2 Glen Waring, Finance Director presented his monthly financial report including cash balances, cash flow projections, summary of accounts, etc. Revenues are on par as estimated and expenditures are in line with the budgeted amounts. Property tax collection remains on pace with the past three-year's average of 96.6% or \$30,424,683, collected. Operating cash balance as of 03/26/18 is \$365,964 and short-term cash investment balance was \$11,688,606. Discussion ensued. Mr. Waring answered the Board's questions and they thanked him for the detailed update.

## **9.0 OLD BUSINESS**

9.1 FY2018 Line Item Budget: Town Administrator Scott Dunn presented 2 lists of numbers - those of the Selectmen's and the Budget Committee's, although both lists include the special warrant items approved by the voters that had not previously been recommended by either body. Discussion ensued. Selectman Grenier made a motion to adopt a Fiscal Year 2018 line item budget using the Board of Selectmen's column on the spreadsheet dated March 26, 2018; seconded by Selectman Eddy and passed with all in favor; (3-0.)

9.2 Collective Bargaining Agreement with AFSCME, Local 534: Selectman Grenier made a motion to approve and sign the agreement between the Town of Gilford and AFSCME Local 534 for the period April 1, 2018 to March 31, 2020 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

## **10.0 NEW BUSINESS**

10.1 Fire Boat Bid Award: Fire Chief Stephen Carrier presented a memo for the Fire Boat Proposals and explained each in detail. Discussion ensued. Selectman Grenier made a motion to accept the proposal of Eastern Boats of Milton, NH for a 27-foot fiberglass boat in the amount of \$248,395 to be financed over 5 years; seconded by Selectman Eddy and passed with all in favor; (3-0).

10.2 DPW Used Excavator Bid Award: Public Works Director, Jason Hayden discussed the memo from Head Mechanic Roger Weeks requesting the purchase of a used excavator. Discussion ensued. Selectman Grenier made a motion to authorize the purchase of a used 2005 Volvo EW180B excavator from Chadwick Baross in the amount of \$50,000. In addition, to authorize the purchase of a hydraulic thumb in the amount of \$8,300 from Chadwick Baross using account # 4312-451 conditioned upon \$7,600 for sweeper rental not being spent from account 4312-465 in the current fiscal year; seconded by Selectman Eddy and passed with all in favor; (3-0). Selectmen complimented Mr. Hayden and Mr. Weeks for the careful research.

10.3 Parks & Recreation 4x4 Pick-Up Truck Bid Award: Selectman Grenier made a motion to accept the proposal of Hillsboro Ford for a 2018 Ford F-150 4x4 pick-up truck in the amount of \$25,491; seconded by Selectman Eddy and passed with all in favor; (3-0).

10.4 Outdoor Special Event Permit at Gunstock (Jam Music Fest): Town Administrator Scott Dunn reported the permit application has been reviewed and approved by all applicable department managers. Discussion ensued. Selectman Grenier made a motion that the special

event permit be approved for Two Roads Music Fest at Gunstock for July 14 and 15, 2018, conditioned upon all amplified music ending at 11pm and the mandatory hiring of Gilford Fire-Rescue personnel for fireworks displays as may be determined necessary by the Fire Chief; seconded by Selectman Eddy and passed with all in favor; (3-0).

10.5 Memorandum of Agreement - Winnepesaukee River Basin Project: Town Administrator Scott Dunn said both he and Kevin Carlisle, Sewer Technician have reviewed the agreement as proposed by the NH-DES. Discussion ensued. Selectman Grenier made a motion to approve the Memorandum of Agreement between the NH Department of Environmental Services and the Town of Gilford as presented, and to authorize the Town Administrator to sign on behalf of the Town; seconded by Selectman Eddy and passed with all in favor; (3-0).

10.6 Acceptance of Unanticipated Revenue – Fire Boat Donations: Selectman Grenier made a motion to accept a \$75.00 donation from Savillia Morrissette and a \$1,000 donation from Walter Hiebold with thanks and to authorize those funds to be expended for their intended purpose of purchasing a new fireboat; seconded by Selectman Eddy and passed with all in favor; (3-0).

#### **11.0 OTHER BUSINESS**

Town Administrator Scott Dunn said the Police Union; Teamsters Local 633 of New Hampshire, approved an amendment to current CBA that would enable them to get through 2018 without additional funding of cost items. Selectmen Grenier made a motion to approve the amendment as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

#### **12.0 PUBLIC INPUT**

Executive Councilor Joseph Kenney thanked the Board for allowing him to give a brief update on various projects in his District including Gilford resident, Sally Griffin being appointment to the State Board of Education. Nominations for Supreme Court Justice will be determined at the 04/06/18 Executive Counselors meeting. Counselor Kenney discussed the Northern Border Grant and the Drinking Water Grant Program as well. He announced that on 04/20/18 he will be doing a tour with the DOT Commissioner. Town Administrator Scott Dunn asked if they could look into a Scenic View Tower on Rt 11.

#### **13.0 SELECTMEN'S ISSUES**

The Selectmen wanted to thank the 1,114 voters who came out to cast their votes during the snowstorm. Selectmen Eddy announced the new Chairman of the LRPA-TV Board of Director is Trish Stafford.

#### **14.0 ADMINISTRATOR'S REPORT**

Town Administrator Scott Dunn congratulated the Board on their newly elected positions. Administrator Dunn reported that the Belknap County Conservation District is revising the Rt. 11B stream erosion project; they will be signing a new contract for \$29,350; he will keep the Board posted on this project. Upon a recent meeting for the two sewer pump stations, two problems were discovered: 1. the three concrete slabs that they built for Varney right were never anchored. They need to be removed and replaced and 2. They discovered ledge; that will cost extra to remove, otherwise, we may not be able to bury the propane tanks; they may need to be above ground instead. Town Administrator Dunn sent the loan application to CDFA for the LED light project. The DPW has hired four new employees. All surrounding Towns have struggled with finding truck drivers. The Town Hall sidewalks will be removed in the near future to allow this replacement project to begin. A letter will go out in the next few weeks to Board and Committee members who's terms are due to expire to see if they want to be reappointed.


**15.0 NEXT MEETING**

The next meeting of the Board of Selectmen will be Wednesday, April 11, 2018 at 7pm.

**16.0 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; (3-0).

Respectfully submitted,

  
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Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 11<sup>th</sup> day of April, 2018.

Attest:

  
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Selectman Dale Channing Eddy, Clerk