

**TOWN OF GILFORD**  
**BOARD OF SELECTMEN'S MEETING MINUTES**  
**June 27, 2018**  
**7:00 PM**  
**GILFORD TOWN HALL**

**1.0 NON-PUBLIC SESSION**

Selectman Grenier made a motion to enter into non-public session to discuss a personnel issue pursuant to the provisions of RSA 91-A:3, II, (a); seconded by Selectman Eddy. Motion passed on a roll call vote with all in favor; (3-0).

The Selectmen met with the Chief of Police to discuss his annual evaluation. Following the Chief's departure, no decisions were made except it was noted the Board is very satisfied with the Chief's job performance.

At 7:08 pm, Selectman Grenier made a motion to come out of non-public session; seconded by Selectman Eddy and passed on a roll call vote with all in favor; (3-0).

**2.0 PLEDGE OF ALLEGIANCE**

At 7:10 pm, Chairman Benavides convened a public meeting of the Board of Selectmen in the 1<sup>st</sup> floor conference room of Town Hall and led the assembly in the Pledge of Allegiance to the Flag. Board members in attendance: Selectmen Gus Benavides, Richard Grenier and Dale Channing Eddy.

Staff members in attendance: Fire Chief Stephen Carrier, Library Director Katherine Dormody, Police Chief Anthony Bean Burpee, Deputy Police Chief Kristian Kelley, Finance Director Glen Waring, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

**3.0 ANNOUNCEMENTS/PRESENTATIONS**

Chairman Benavides read the rules of the meeting and announced all Town Offices, the Recycle Center and Library will be closed on July 4, 2018, in celebration of Independence Day. Town of Gilford's Old Home Day will be Saturday, August 25, 2018, with the parade beginning at 10am.

**4.0 REVIEW/APPROVAL OF MINUTES**

4.1 Selectman Grenier made a motion to approve the minutes of June 13, 2018 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

4.2 Selectman Grenier made a motion to approve the minutes of June 20, 2018 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

**5.0 CONSENT AGENDA**

5.1 Selectman Grenier made a motion to approve the items previously signed during the period June 11 through June 22, 2018 as listed (attached); seconded by Selectman Eddy and passed with all in favor; (3-0).

**6.0 APPOINTMENTS**

6.1 Katherine Dormody, Library Director Semi-Annual Update: Library Director, Katherine Dormody reported the total number of materials circulated through the end of May was 49,859, a slight decrease from last year. Approximately 55% of items circulated are books, 26% are DVD's and CD books, 7% are downloadable audio and e-books and 12% other items. 171 new patrons have been signed up in 2018. Today, the Library kicked off their summer reading program with 75 kids and families participating. There are a number of events, programs and

classes going on for all ages during the 6 weeks of summer reading and the theme is "Reading Rocks". On August 10, 2018, the Library will have their 10-year anniversary celebration. The Library had their volunteer appreciation cookout last week; approximately 38 volunteers showed up. Katherine thanked Town Administrator Scott Dunn who did the grilling. The Friends of the Library raised funds this year to purchase a 3-D printer and it should be up and running by the end of the summer. Ms. Dormody answered the Board's questions and they thanked her for the update.

6.2 Glen Waring, Finance Director - Monthly Financial Report: Finance Director Glen Waring reviewed the monthly Financial Reports with the Selectmen. Revenues continue to be in pace with the amounts anticipated through the end of May. Expenditures are also generally in line with the budgeted amounts. In May, they began the 2018 property tax collection and it is off to a very strong start having collected 16.6%, or \$2,717,776, by May 31, 2018. Cash flow projections are anticipated to remain sufficient to meet all anticipated obligations. Operating cash balance as of 06/25/18 was \$514,993 and short-term cash investment balance was \$9,822,757. Mr. Waring answered the Board's questions and they thanked him for the update.

6.3 Howard Epstein & Nick Sceggell, GAVWD: Gunstock Acres Village Water District Commissioner Nick Sceggell asked the Board if it would be possible to waive the fee of \$250, which is the cost for the disk to obtain an overlay map. Discussion ensued. Selectman Benavides said the the Town would consider waiving the fee, if, in trade, the GAVWD Commission waive the \$100 per year per lot for water billed for two undeveloped lots taken by tax Deeds (\$200). Discussion ensued. Commissioner Sceggell said he personally had no issue with this, but would need to take back to the full Board for a decision. Selectman Grenier made a motion to waive the \$250 fee for GAVWD pending approval from their Board of Commissioners to waive the Towns \$200 cost for water in FY2018; seconded by Selectman Eddy and passed with all in favor; (3-0).

## **7.0 OLD BUSINESS**

7.1 Personnel Policy Amendments: Town Administrator Scott Dunn presented an updated draft, which incorporates all of the changes made by the Selectmen during the work session, held on June 20. Selectman Grenier made a motion to approve and sign the Personnel Policy Amendments as presented to take effect as of July 1, 2018; seconded by Selectman Eddy and passed with all in favor; (3-0).

7.2 Recycle Center Improvement Project - Change Order #1: Town Administrator Scott Dunn explained the quote for \$8,384 from Meridian Construction. Selectman Grenier made a motion to approve the Recycle Center Improvement Project Change Order #1 for \$8,384 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

## **8.0 NEW BUSINESS**

8.1 Welfare Director Job Description: Town Administrator Scott Dunn presented the Welfare Director Job Description. Selectman Grenier made a motion to approve the job description for the position of Welfare Director as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.2 NH-DRA Form PA-28: Selectman Grenier made a motion not to use NH-DRA Form PA-28 in 2019 and to sign the form as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

## **9.0 OTHER BUSINESS**

Town Administrator Scott Dunn presented amendment #1 for the AFSCME DPW Union Contract based on an agreement that both parties met and agreed to. Selectman Grenier made

a motion to approve and sign the amendment as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

**10.0 PUBLIC INPUT**

Selectman Benavides asked for public input. There was none.

**11.0 SELECTMEN'S ISSUES**

The Selectmen wanted to be sure that there would be additional dumpsters for the Fourth of July week at Glendale and wanted the Town Administrator to be in contact with Parks and Recreation Director Herb Greene about the fireworks for Old Home Day.

**12.0 ADMINISTRATOR'S REPORT**

Town Administrator Scott Dunn reported the Recycle Center Improvement Project would begin on 07/09/18 (groundbreaking). As a follow up from the last meeting, DPW is still looking into the insulation issue at Town Hall; Administrator Dunn hopes to have an update at the next meeting. The glass containers are still not on line yet at the Recycle Center, but should be soon. Town Administrator Scott Dunn asked the Board about the status of the Solid Waste Committee. It is their intention to keep it going. A resident has expressed interest in being appointed. The Selectmen concur they will keep this committee going; it is good to have a citizen representative on the Solid Waste Committee. An appointment will be made at their next meeting.

**13.0 NEXT MEETING**

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

**14.0 ADJOURN**

With no further business to come before the Board, Selectman Grenier made a motion to adjourn at 7:45 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 July, 2018.

Attest:

  
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Selectman Dale Channing Eddy, Clerk