

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
August 8, 2018
7:00 PM
GILFORD TOWN HALL**

1.0 NON-PUBLIC SESSION

At 6:30 pm, Selectman Grenier made a motion enter into non-public session to discuss employee compensation and the hiring of public employees pursuant to the provisions of RSA 91-A:3, II, (a) and (b); seconded by Selectman Eddy. Motion passed on a roll call vote with all in favor; (3-0).

The Board discussed lifeguard wages in response to a written request for pay adjustments. It was the unanimous consensus of the Board not to increase the lifeguard's pay.

The Board reviewed a recommendation from Police Chief Anthony Bean Burpee to hire Nikki Wheeler and Lori Marsh as part time Communications Specialist. Discussion ensued. Selectman Grenier made a motion to hire Nikki Wheeler and Lori Marsh as Communication Specialists at \$18.00 per hour effective 08/09/18; seconded by Selectman Eddy and passed with all in favor; (3-0).

The Town Administrator Mentioned an incident that occurred at the Recycle Center where an employee was injured. Discussion ensued. It was the consensus of the Board if the injured employee is likely to be out of work for more than 30 days, the Town Administrator may advertise for a temporary worker.

At 6:57 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 7:00 pm, Chairman Benavides convened a public meeting of the Board of Selectmen in the 1st 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: Deputy Fire Chief Bradley Ober, Police Chief Anthony Bean Burpee, Public Works Director Jason Hayden Sr., Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

Selectman Benavides read the rules of the meeting and announced Old Home Day will be August 25, 2018, with a parade starting at Town Hall at 10am.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Grenier made a motion to approve the minutes of July 25, 2018 as presented; seconded by Selectman Eddy and passed with all in favor; (3-0).

5.0 CONSENT AGENDA

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

6.0 APPOINTMENTS

6.1 Anthony Bean Burpee, Police Chief - Semi-Annual Police Department: Police Chief Anthony Bean Burpee briefed the Board on personnel changes that have occurred in the Police Department since his last update to include full-time and part-time police officers, Communication Specialists and the new K-9 unit. Chief Bean Burpee reported that based on the FY2018 NH Office of Highway Safety STEP program and DWI grants written by Deputy Chief Kelley for DWI, distracted driving, seat belt and speed enforcement, his agency continues to work saturation patrols based on awarded federal grant money, which runs through September 2018. Renovations/improvements continue to take shape at the Police Dept. firing range located at the Recycle Center. The grant the PD applied for fencing, security, lighting and an impound lot was recently denied. Chief Bean Burpee reviewed patrol activity and department programs including drug take back day, National Night out (which had to be rescheduled to 08/21/18 due to weather), FBI-LEEDA training, which earned two of our Police Officers training for free because they host the program) and the VIPS program. The first ever Citizen's Police Academy was a huge success with 15 students participating. Discussions ensued. The Police Chief answered the Board's questions and they thanked him for the update.

7.0 OLD BUSINESS

7.1 Deputy Director of Public Works Job Description: Town Administrator Scott Dunn presented a draft job description for the position of Deputy Director of Public Works. Selectman Grenier made a motion to approve the Deputy Director of Public Works job description as presented; seconded by Selectman Eddy for discussion. Selectman Grenier stated a similar position was taken away and now it is proposed to add a position back. He would like to hear explanation from the Public Works Director Jason Hayden. Lengthy discussion ensued. Selectman Grenier amended the motion to include authorization for the Town Administrator to advertise; amendment seconded by Selectman Eddy and passed with all in favor; (3-0).

7.2 2018 Road Improvements Update: Town Administrator Scott Dunn reported that there is a current balance of \$176,774 in the road improvement account. The Morrill Street project overran the budgeted amount. They could complete roughly 2,250 feet of Liberty Hill at a cost of approx. \$173,666.51 or, other roads could be done this year, and Liberty could be done in 2019 as a complete project doing the research and preplanning necessary to do it once and do it right. Lengthy discussions ensued. Public Works Director Jason Hayden proposed doing Haywagon Road, Wilderness Trail, Beacon Hill, Highview and Wild Acres Road for the \$136,000 and that they might have enough left to do one more road and then to do Liberty Hill first thing in 2019. The Board concurred.

7.3 Kimball Castle Purchaser Agreements: Town Administrator Scott Dunn explained the Assignment and Assumption Agreement along with the Subordination Agreement with Patrick and Melissa Starkey of Kimball Castle Properties, LLC, (the buyers of the Kimball Castle Property). Attorney Walter Mitchell has reviewed these agreements on behalf of the Town. Mr. Starkey spoke to the Board with the proposal to continue with the payment to the Town as the previous owners have done of \$2,500 annually for the purchase price of Kimball Castle (remaining balance). The Selectmen asked Sandra McGonagle, Chair of the Kimball Wildlife Forest Committee if the Committee had any issues with the purchase, etc. Ms. McGonagle stated there were none. Attorney Stephen Nix spoke on behalf of residents George & Nancy Wilmot regarding the agreement. Mr. Nick Pantazis expressed his concerns. Lengthy discussions ensued. Selectman Grenier made a motion to approve and sign the Assignment and Assumption Agreement as presented; seconded by Selectman Eddy and passed with all in favor; (3-0). Discussion ensued regarding the Subordination agreement. Selectman Grenier made a motion to approve and sign the Subordination Agreement conditional upon the approval of Attorney General's Office; seconded by Selectman Eddy and passed with all in favor; (3-0).

8.0 NEW BUSINESS

8.1 Disposal of Surplus Town Property - Gilford Fire Rescue - Engine 4: Selectman Grenier made a motion to declare Fire Engine 4 as surplus property and to authorize its sale by the Board of Fire Engineers using the services of FireTrader.com with the proceeds to be deposited into the Town's general fund; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.2 Unanticipated Revenues - Primex: Town Administrator Scott Dunn reviewed the insurance checks received from Primex for claims. Selectman Grenier made a motion to accept two payments from Primex in the amounts of \$114.16 and \$2,712.54 for property damages; and to authorize the expenditure of those funds for necessary repairs related to the damage claims; seconded by Selectman Eddy and passed with all in favor; (3-0).

9.0 OTHER BUSINESS

There was none.

10.0 PUBLIC INPUT

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

11.0 SELECTMEN'S ISSUES

Selectman Grenier said glass being is recycled with the new container at the Recycle Center, but said it is stunning the amount of bottles still thrown in with the other recyclables. The Board talked to DPW Director Jason Hayden about additional signage and maybe producing some flyers etc. Mr. Hayden said it would be ideal to have someone there helping people and directing them.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn spoke with the Department of Environmental Safety regarding the request for additional dock space at Glendale. The Fire Chief is looking into a more permanent docking situation. Administrator Dunn also said Glendale has been getting a lot of use with the hot weather and that he has received several complaints from both island residents and the general public with competing interests.

13.0 NEXT MEETING

The next meeting of the Board of Selectmen will be held on Wednesday, August 22, 2018 at 7pm.

14.0 ADJOURN

With no further business to come before the Board, Selectman Grenier made a motion to adjourn at 8:20 pm; seconded by Selectman Eddy and passed with all in favor; (3-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 22 day of August, 2018.

Attest:



Selectman Dale Channing Eddy, Clerk