

**TOWN OF GILFORD  
BOARD OF SELECTMEN'S MEETING MINUTES  
February 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)]; seconded by Selectman Grenier. Motion carried on a roll call vote with all in favor; (3-0).

The Board of Selectmen reviewed the list of Ambulance Abatements from Gilford Fire Rescue. There were 13 listed totaling \$3,001.12. Discussion ensued. Selectman Benavides made a motion to approve the 13 abatements totaling \$3,001.12 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

Town Administrator Scott Dunn briefed the Board on a pending dismissal of a probationary employee. Discussion ensued.

The Board discussed the Police Detail Pay. The proposal to increase the rate to \$50 per hour. Discussion ensued. It was the consensus of the Board to hold off on this item until the Police Union Contract is settled.

At 7:00 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, 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 Town Meeting Day voting/elections is Tuesday, March 13, 2017 from 7am to 7pm at the Gilford Youth Center. Volunteers are wanted to serve on various Boards and Committees in Town; please contact the Selectmen's office if you are interested. Lastly, the Gilford Police Department will be holding its first "Citizen's Police Academy". Please contact the Police Department or visit their website for more information.

**4.0 REVIEW/APPROVAL OF MINUTES**

4.1 Selectman Benavides made a motion to approve the minutes of February 14, 2018 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

**5.0 CONSENT AGENDA**

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

## **6.0 APPOINTMENTS**

6.1 Finance Director Glen Waring presented his monthly Financial report including Cash balances, Cash flow projection, summary of all Town bank accounts to name a few. Mr. Waring reported that total General Fund revenues compared to January 2017 are up about \$85,000. Total expenditures compared to January 2017 are down approximately \$180,000 and Mr. Waring explained both in detail. Property Tax Collection continues to be strong; through January 2018, the collection rate was 96.3% vs. 96.8%, as of the same time last year. Operating Cash balances as of 02/26/18 was \$527,800, and short-term cash investment balance was \$13,475,006. Selectmen Grenier complimented Finance Director Glen Waring on the additional \$35,563 interest earned on deposits due to consolidating bank and investment accounts.

6.2 Finance Director Glen Waring reviewed his semi-annual update for the Finance and Assessing office beginning with staff updates and training. The BMSI Tax/Utility software (new version) went live on 01/02/2018. The Finance office successfully issued sewer warrants, finalized 2017 Tax rate and commitment. The second issue Property Tax Warrant was issued. The Assessing office successfully updated Property valuations and Yield/Timber tax. Mr. Waring reviewed the various year-end reporting and told the Board that the Audit is scheduled for the week of 03/05/18 through 03/09/18. The consolidated bank and investment accounts (to maximize earnings and efficiencies) resulted in the Town having earned a total of \$49,220 for interest on deposits, an additional \$35,563 more than the previous year. Mr. Waring reviewed the technology budget, computer replacement schedule and answered the Board's questions. The Selectmen thanked him for the detailed update

## **7.0 OLD BUSINESS**

There was none.

## **8.0 NEW BUSINESS**

8.1 DPW Dump Truck - Purchasing Policy Waiver: Public Works Director Jason Hayden is seeking permission to solicit a proposal for a Mack Dump to match the other vehicles in the fleet. There is only one Mack dealer in the state of New Hampshire - Manchester Mack and they do not compete with other Mack dealers. Mr. Hayden would like a waiver to the policy requirement to go with Mac. This would keep the fleet uniform; it would make the maintenance, parts, and tires easier if they were all Mack. Town Administrator Dunn said that by waiving the policy requirement, the Board is not obligated to purchase if they do not like the proposal, etc. Discussions ensued. Selectman Benavides made a motion to waive the Town's Purchasing Policies to allow for the solicitation of a single source proposal for a Mack Dump Truck; seconded by Selectman Grenier and passed with all in favor; (3-0).

8.2 Ambulance Billing Rate Increase Proposal - Schedule Public Hearing: Fire Chief Stephen Carrier submitted a memo with proposal for Ambulance billing rate increase explaining the fee increase proposal. The Board of Fire Engineers has approved this. Selectmen Benavides made a motion to schedule a public hearing on the proposed fee increases for March 28, 2018 at 7pm.

## **9.0 OTHER BUSINESS**

Town Administrator Scott Dunn presented a Sewer Abatement request from Mountain View Housing Coop for \$4,344.72 They have indicated that they are aware that there are leaks in the system; a lot of them. If you look at their usage history for December 2017, it doubled. Discussion ensued. The Selectman stressed this is a one-time only abatement and that they

need to have their system/leaks fixed. Selectman Benavides made a motion to abate 842,000 gallons with the knowledge to Mountain View Housing Coop that this is a one-time only sewer abatement and that they need to fix the system/leaks; seconded by Selectman Grenier and passed with all in favor; (3-0).

Ms. Joanna Nichols asked the Board to grant her a sewer abatement. Her usage went up considerably due to a leak at the water garden well. Since that time, she has fixed the hole in the hose. It was determined that the meter is running correctly and that it was caused by the hole in the hose. Discussion ensued. Selectman Benavides made a motion to abate the 44,000 usage on 09/30/17 down from 44,000 to 26,000 and to abate the 18,000 usage on 01/02/18 down from 28,000 to 26,000 for a total abatement of 20,000 gallons totaling \$103.80; seconded by Selectman Grenier and passed with all in favor; (3-0).

#### **10.0 PUBLIC INPUT**

There was none.

#### **11.0 SELECTMEN'S ISSUES**

Selectman Grenier wanted to include a note on the quarterly sewer water bills when they go out reminding homeowners to note usage responsibilities. This was approved by unanimous consensus of the Board.

#### **12.0 ADMINISTRATOR'S REPORT**

Town Administrator Scott Dunn expressed his disappointment with the new truck that was ordered last spring, was delayed in production and then sat on the lot all winter while waiting to be outfitted. The Town was not able to utilize during the winter due to these very long delays. Public Works Director Jason Hayden said unfortunately, the Town was at the mercy of the truck builders (industry problem). He reported Head Mechanic, Roger Weeks will be going down tomorrow to check on the truck before they put into production to accessorize so it is right the first time. Town Administrator Scott Dunn said there is a bid opening tomorrow at 2pm for Recycle Center Proposals. The Town reports are in, distributed and it will be added to the Town's website. Administrator Dunn briefed the Board on the recent seminar he attended at Primex.

#### **13.0 NEXT MEETING**

The next meeting of the Board of Selectmen will be Wednesday, March 14, 2018 at 7pm.

#### **14.0 ADJOURN**

With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 7:43 pm; seconded by Selectman Grenier 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 14<sup>th</sup> day of March, 2018.

Attest:

  
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Selectman Richard Grenier, Clerk