

TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
April 25, 2018
7:00 PM
GILFORD TOWN HALL

1.0 NON-PUBLIC SESSION

At 6:30 PM, Selectman Grenier 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 Eddy. Motion carried on a roll call vote with all in favor; (2-0).

At 6:55 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; (2-0). Matters that may adversely affect someone's reputation were discussed in non-public session and those minutes were sealed as noted below.

2.0 PLEDGE OF ALLEGIANCE

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

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

3.0 ANNOUNCEMENTS/PRESENTATIONS

Vice Chairman Grenier read the rules of the meeting and announced the Annual Spring Clean-Up days are from Saturday, April 21 through Sunday, April 29, 2018 from 8:00 am to 4:00 pm at the Recycle Center. The Gilford Police Department will participate in the National Drug Take Back event on Saturday, April 28, 2018 from 10 am to 2 pm at the Gilford CVS. The Goodie exchange building at the Recycling Center will be closed on May 1st until further notice due to the upcoming construction project.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Grenier asked if there were any changes to the minutes. There were none. Selectman Eddy made a motion to approve the minutes of April 11, 2018 as presented; seconded by Selectman Grenier and passed with all in favor; (2-0).

5.0 CONSENT AGENDA

Selectman Eddy made a motion to approve the list of items previously signed during the period April 9, 2018 through April 20, 2018 as listed; seconded by Selectman Grenier and passed with all in favor; (2-0).

6.0 APPOINTMENTS

6.1 Stephen Carrier, Fire Chief began his semi-annual department reporting that Greg Trombi will graduate from paramedic class on May 21 and will be licensed shortly after. That will bring the Department to five full-time paramedics. The Department is beginning to prepare for the Bank of New Hampshire Pavilion concerts and special duty staffing. The new fireboat has been ordered and the new Fire Engine is being built. Chief Carrier discussed the increased activity levels in the various categories at length. Adam Gravelle and Kim Remick are nearing the end of their probation. Kevin Patterson has resigned. Kim Remick has moved into the 24-hour shift spot created by the vacancy and Adam Gravelle remains on the 12-hour day shift

schedule. Chief Carrier has made a conditional job offer to fill the other 12-hour day position. Discussions ensued. Chief Carrier answered the Board's questions and they thanked him for the update.

6.2 Finance Director Glen Waring reviewed the monthly financial reports starting with revenues indicating that the revenues for the first quarter are in line with amounts anticipated. Expenditures through the first quarter are also in line with budgeted amounts. The Police Departments over time budget line item is up slightly because they still have staff shortage and have been filling it with overtime. Property Tax collection continues to be strong at 97.3% and the cash flow in the operating cash balances and short-term cash investments remain sufficient to meet all anticipated obligations. Discussions ensued. Finance Director Glen Waring answered the board's questions and they thanked him for the update.

7.0 OLD BUSINESS

7.1 Town Administrator Scott Dunn reviewed the LED Street Lighting Conversion & NH-CDDFA Loan Agreement with the Board. Discussion ensued. Selectman Eddy made a motion to accept the proposal of Affinity Lighting in the amount of \$44,672 to convert street lights to LED and to approve a loan in the amount of \$27,272 from the NH Community Development Finance Authority for the street light conversion project and to authorize the Town Administrator to sign the loan agreement as presented; seconded by Selectman Grenier and passed with all in favor; (2-0).

7.2 Town Administrator Scott Dunn presented a proposal for vault shelving. Selectman Eddy made a motion to accept the proposal from Dupont Storage Systems in the amount of \$26,150 for vault improvements with funds to come from the Town Hall Improvement Fund. (The current amount in the fund is \$30,848, which would leave a balance of \$4,698.); seconded by Selectman Grenier and passed with all in favor; (2-0).

7.3 Town Administrator Scott Dunn explained Work Order Authorization #1 From Belknap Landscape Co. Inc. to correct the turning radius and block off the walkway to the Police Station in winter due to falling snow from the roof. Discussion ensued. Selectman Eddy made a motion to accept Change Order #1 in the amount of \$3,900 to come from the Town Hall Improvement Fund, and to authorize the Town Administrator to sign the work order; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.4 Town Administrator explained the history leading to a Memorandum of Agreement (MOA) between the State of New Hampshire Department of Safety and the Town of Gilford relative to treated drinking water at the Town's comfort station to come from Marine Patrol. Discussion ensued. Selectman Eddy made a motion to approve the Memorandum of Agreement with the NH Department of Safety, and to authorize the Town Administrator to sign the agreement; seconded by Selectman Grenier and passed with all in favor; (2-0).

8.0 NEW BUSINESS

8.1 The Board reviewed a memorandum from the DPW Director. Selectman Eddy made a motion to accept the proposal of McDevitt Trucks in the amount of \$204,747 for a Mack 42FR Dump Truck with accessories, whereby \$200,000 shall come from account 4902-837 and \$4,747 shall come from account 4312-451; seconded by Selectman Grenier for discussion. The Board asked Public Works Director Jason Hayden's opinion on keeping the old Mack truck. In his opinion, Mr. Hayden said it is wise to keep the old truck and explained his reasoning. Selectman Grenier called the vote; Motion passed; (2-0).

8.2 LRPA-TV Membership Agreement for 2018-2019: This item was tabled until the next Selectmen's meeting when the full Board is present due to the fact that Selectman Eddy is on the Board of Directors for LRPA-TV.

8.3 The Selectmen reviewed the Fire-Rescue Boat Donation and Selectman Eddy made a motion to accept \$200 from Mr. & Mrs. Kneuer with thanks and to authorize the expenditure of that amount for its intended purpose towards the fire boat; seconded by Selectman Grenier and passed with all in favor; (2-0).

8.4 Selectman Eddy made the following motion regarding appointments and reappointments to Boards, Committees and Commissions:

- Everett McLaughlin to Conservation Commission as a Regular Member for a term to expire on April 30, 2021.
- Mark Larocque to Conservation Commission as an Alternate Member for a term to expire on April 30, 2019.
- Carolyn Scattergood to Planning Board as a Regular Member for a term to expire on April 30, 2021.
- Isaac Howe to Planning Board as an Alternate Member for a term to expire on April 30, 2021.
- Richard Nelson to Recreation Commission as a Regular Member for a term to expire on April 30, 2021.
- James Glover to Recreation Commission as a Regular Member for a term to expire on April 30, 2021.
- Ann Montminy to Zoning Board of Adjustment as a Regular Member for a term to expire on April 30, 2021.
- Lynne DeVito to Historic District – Heritage Commission as a Regular Member for a term to expire on April 30, 2021.
- Anthony Ferruolo to Lakes Business Park Board of Directors as a Regular Member for a term to expire on April 30, 2021.
- Sandra McGonagle to Kimball Wildlife Forest Committee as a Regular Member for a term to expire on April 30, 2021.
- Rebecca Watson to Kimball Wildlife Forest Committee as a Regular Member for a term to expire on April 30, 2021.
- George Labonte to Kimball Wildlife Forest Committee as a Regular Member for a term to expire on April 30, 2021.

Seconded by Selectman Grenier and passed with all in favor; (2-0).

8.5 Town Administrator Scott Dunn explained the Property Tax Abatement (Interest & Costs) request from the Society for the Protection of NH Forest. Selectman Eddy made a motion to abate interest and costs (estimated in the amount of \$26.66) for the 2017 2nd issue property tax bill of the Society for the Protection of New Hampshire Forests for map/lot 230-002; seconded by Selectman Grenier and passed with all in favor; (2-0).

9.0 OTHER BUSINESS

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 per RSA 91-A: 3, II, (c); seconded by Selectman Eddy and passed with all in favor; (2-0).

Selectman Eddy made a motion to grant permission to the Gilford Police Relief Association to display a Jeep that they are raffling off; seconded by Selectman Grenier and passed with all in favor; (2-0).

Town Administrator Scott Dunn discussed the proposed 2018 sewer rates. Selectman Eddy made a motion to schedule a public hearing on the new proposed sewer rates for 2018 on

Wednesday, May 9, 2018 at 7pm; seconded by Selectmen Greiner and passed with all in favor; (2-0).

10.0 PUBLIC INPUT

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

11.0 SELECTMEN'S ISSUES

Selectman Grenier assisted at the Recycling Center with Spring Clean-up and wanted to remind residents of the importance of having a current dump sticker, especially before you try to utilize the facility.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn briefed the Selectman that the Town Hall landscaping project starts tomorrow, which includes new walkways, curbing, and pavers. Varney Point Right sewer pumping station is well under way but they have not yet started working on the left pumping station. Administrator Dunn is working on trying to get alternate price quotes for the Recycle Center Project. The Solid Waste Committee will probably need to meet in the next few weeks. The DPW received their new truck today and the old truck will be taken away tomorrow. Lastly, the solar power supply for the fireboat at Glendale is insufficient; they are seeking other options.

13.0 NEXT MEETING

The next meeting of the Board of Selectmen will be on Wednesday, May 9, 2018 at 7pm.

14.0 ADJOURN

With no further business to come before the Board, Selectman Eddy made a motion to adjourn at 7:37 pm; seconded by Selectman Grenier and passed with all in favor; (2-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 9th day of May, 2018.

Attest:



Selectman Dale Channing Eddy, Clerk