

TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
August 9, 2017
7:00 PM
GILFORD TOWN HALL

1.0 NON PUBLIC SESSION

At 6:30 pm, Selectman Benavides made a motion to enter into non-public session pursuant to the provisions of RSA 91-A: 3, II, to discuss (1) matters that may adversely affect someone's reputation; (2) personnel issues; and (3) conveyance of real property; seconded by Selectman Grenier and passed with all in favor; (3-0).

The Selectmen reviewed a memorandum from Police Chief Anthony Bean Burpee with his recommendations for appointing a Deputy Chief and a Patrol Sergeant. Discussion ensued. This item was tabled until after the public meeting when the Selectmen reconvened in non-public session to meet with Chief Bean Burpee.

The Selectmen reviewed a request they received from an abutter to purchase a Town owned lot (M/L 223-511) that was acquired by tax deed on September 28, 2015. Town Administrator Scott Dunn explained that the previous owner has a 3 year right-of-repurchase that applies if the Town is planning on selling the property. Discussion ensued. It was the consensus of the Board that the Town will sell by auction after the three year right or repurchase has expired.

At 6:58 pm Selectman Benavides made a motion to come out of non-public session; seconded by Selectman Grenier and passed with all in favor; (3-0). 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 Chairman Eddy 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 were: Selectmen Dale Channing Eddy, Gus Benavides and Richard Grenier.

Staff members in attendance were: Police Chief Anthony Bean Burpee, Fire Chief Stephen Carrier, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

The Chairman read the rules of the meeting and announced that Gilford Old Home Day will be Saturday, August 26, 2017.

4.0 REVIEW/APPROVAL OF MINUTES

Selectman Eddy asked if there were any changes to the minutes. There were none. Selectman Benavides made a motion to approve the minutes of July 26, 2017 as presented; seconded by Selectman Grenier and passed with all in favor; (3-0). Selectman Benavides made a motion to approve the minutes of August 2, 2017 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 July 24, 2017 through August 4, 2017 as listed; seconded by Selectman Grenier and passed with all in favor; (3-0).

5.2 Selectmen Benavides 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; seconded by Selectman Grenier and passed with all in favor; (3-0).

6.0 PUBLIC HEARINGS

6.1 Highway Layout – Kimball Road Extension: Chairman Eddy read the public hearing notice for the record and declared the public hearing open at 7:06 pm. Town Administrator Scott Dunn explained his petition and that if approved by the Selectmen; the layout will result in the Town of Gilford's ownership interest changing from a public access right-of-way to a public highway right-of-way in perpetuity. Discussion ensued. The Selectmen discussed a separate road name instead of the proposed "Kimball Road Extension". Fire Chief Stephen Carrier said that by giving the roads two separate names, it will be much easier for E-911 and emergency services. Selectmen Grenier suggested naming the road "Hondo Lane". Chairman Eddy asked for public input. Discussion ensued. Mr. Roger Perry stated it should be named "Trumps' Way". Chairman Eddy closed the public hearing at 7:18 pm. Selectman Benavides made a motion to approve and sign the Return of Layout for a Town highway from 11C (Lily Pond) to the Recycle Center to be named "Recycle Way"; seconded by Selectman Grenier and passed with all in favor; (3-0). Town Administrator Scott Dunn will change the plans and amend the Return of Layout for "Recycle Way" for the Board to sign.

6.2 Appropriation of Unanticipated Funds – NH-DOT: Chairman Eddy read the public hearing notice for the record and declared the public hearing open at 7:23 pm. Town Administrator Scott Dunn explained that the Town received \$191,047 as additional revenue from the NH Department of Transportation to be used for local road improvement projects. Town Administrator Scott Dunn included the Department of Public Works Director, Peter Nurses' recommendation for the use of these funds. Town Administrator Scott Dunn also reported that he received input from two residents who would like to see Watson Road considered as well. Chairman Eddy asked for public input. There was none. The Selectmen discussed Alvah Wilson and Watson Road. Discussion ensued. Chairman Eddy closed the public hearing at 7:34 pm. Selectman Benavides made a motion to accept \$191,047.01 in unanticipated revenue from the NH Department of Transportation and to authorize the expenditure of this money to install a pavement topcoat application on Poor Farm Road and additional reconstruction of Belknap Mountain Road from Goodwin Road to Weeks Road with the remaining balance to cover any shortfalls for road work that has already been done; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.0 APPOINTMENTS

7.1 Police Chief Anthony Bean Burpee began his Police Department update reporting that Lance Rouse will be attending the PSTC full-time Academy beginning later this month. Detective Stephen Kessler was hired in July 2017 to fill a Detective vacancy and will participate in the agency's FTO Program before taking on any patrol duties. One full-time and one part-time conditional offer of employment have been made to two other officer candidates. Chief Bean Burpee has completed a promotional process for one Patrol Sergeant and one Deputy Chief position. Chief Bean Burpee graduated in May 2017 from the Lakes Region Leadership Program. Lieutenant Kelley continues to pursue new and ongoing safety grants for various projects like to Mount Rowe Communication Rowe Generator/Fencing Project and will pursue

further funding for fencing, security and lighting and an impound lot for the Police Department. Chief Bean Burpee reviewed the numbers for Patrol activity and concluded with various department programs including the National Night Out event, the Volunteers in Police Service, Explorers and ALERT training. Chief Bean Burpee answered the Boards' questions and they thanked him for his update.

8.0 OLD BUSINESS

8.1 Recycle Center/Transfer Station Project: Town Administrator Scott Dunn gave the Selectmen an updated schedule from CMA Engineers for the Gilford Transfer Station Project. He also explained that they are contemplating having a new restroom constructed within the Recycle Center (as opposed to a standalone building for that purpose). Discussion ensued. The Selectmen concur with the schedule as presented.

9.0 NEW BUSINESS

9.1 Unanticipated Revenue – Private Road Street Sign: Selectman Benavides made a motion to accept \$58 in unanticipated revenue for a private road street sign (Seasons Pass) and to authorize the expenditure of that money for its intended purpose; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.2 Appointment to Sign Review Committee: Selectman Benavides made a motion to appoint Larry Routhier to the Sign Review Committee (non-profit member, Gilford Rotary); seconded by Selectman Grenier and passed with all in favor; (3-0).

9.3 Waiver of Minimum Road Standards: Town Administrator Scott Dunn explained the request for waiver of minimum road standards for 85 Longridge Drive. He also noted that it was the recommendation of the Public Works Director to approve. Discussion ensued. Selectman Benavides made a motion to approve the waiver for 85 Longridge Drive as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.4 Disposal of Surplus Equipment – 2011 Ford Crown Victoria: Chief Bean Burpee is requesting authorization to trade-in the former K-9 car (2011 Ford Crown Victoria) to Hillsborough Ford for a credit to be applied on future services. Discussion ensued. Selectman Benavides made a motion to approve the trade-in for a credit as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.5 Request for Transfer of Cable Television Franchise: Town Administrator Scott Dunn explained the request to transfer the cable television franchise from MetroCast to Atlantic Broadband along with options. Discussion ensued. The Selectmen concur with holding a public hearing on the matter at their August 23, 2017 at 7 pm meeting to approve.

10.0 OTHER BUSINESS

10.1 Memorial Bench at Glendale: Town Administrator Scott Dunn explained a request received by a Lockes Island resident to have a granite bench installed at Glendale with a plaque recognizing the Pangborn and Bean families for their commitment to Lockes Island. The Selectmen don't have a problem with a portable type of bench with a plaque on it that the staff decides where to locate and also takes them in during the winter months. Discussion ensued. The Board concurs with having the resident at the meeting on August 23, 2017 at 7 pm to receive input and discuss the matter.

10.2 FEMA Grant Agreement – Local Hazard Mitigation Plan Update: Town Administrator Scott Dunn reviewed the FEMA Grant Agreement for Local Hazard Mitigation Plan; in addition

Fire Chief Stephen Carrier explained the details of the agreement and what it means for the Town. Discussions ensued. Selectman Benavides made a motion to accept the terms of the Pre-Disaster Mitigation Program (PDM) as presented in the amount of \$7,500 to update the community's Local Hazard Mitigation Plan. Furthermore, the Board acknowledges that the total cost of this project will be \$10,000, in which the Town will be responsible for a 25% match (\$2,500); seconded by Selectman Grenier and passed with all in favor; (3-0).

10.3 Donations Received during Island Clean-Up: Town Administrator Scott Dunn explained that Selectman Grenier presented him with \$30 cash that was received as donations from the grateful island residents for the help provided by the Department of Public Works Employees and is asking to use these funds for a staff lunch for the DPW employees. Selectmen Benavides made a motion to accept these funds as unanticipated revenue and to allow the expenditure of the \$30 for a DPW staff luncheon; seconded by Selectman Grenier and passed with all in favor; (3-0).

11.0 PUBLIC INPUT

Chairman Eddy asked for public input. Mr. Anthony Ferruolo spoke on behalf of residents of the Gilford Village Knolls (many whom were present in the audience) with a pedestrian/public safety issue. They are asking the Board to consider putting sidewalks on Potter Hill Road. Ms. Carol Hopper said many of the GVK residents walk on the road to get to the library, community center, church, etc. and many use a walker. It is very dangerous with oncoming traffic and no sidewalk. Ms. Sandy Perry also spoke in favor of the need for a sidewalk along with Mr. Kip Pitou and Mr. Roger Perry. With the construction of GVK III currently underway, it means more residents utilizing those resources and walking along side a busy road with no side walk. Discussions ensued involving who would be financially responsible. Selectman Grenier suggested fund raising as was done for the sidewalk on Alvah Wilson Road. The Selectman instructed Town Administrator Dunn to obtain cost estimates from the staff to help provide a baseline for costs. Mr. Ferruolo and the residents thanked the Board for consideration of this matter.

12.0 SELECTMEN'S ISSUES

Selectman Grenier helped on Island Clean Up day at the Glendale docks and said that the Department of Public Works staff did an awesome job and that a ton of stuff was collected.

13.0 ADMINISTRATOR'S REPORT.

Town Administrator Scott Dunn reported there was a shelving collapse in the vault of the Town Clerk-Tax Collectors Office; thankfully no one was hurt. Administrator Dunn informed the Board he received notification from the Belknap County UNH Cooperative Extension that the Emerald Ash Borer was found in the Town of Gilford. For more information, residents can contact the Belknap County Forester at 527-5475. Town Administrator Scott Dunn met with Misty Harbor Resort regarding parking along Route 11-B and they stated that they are content with monitoring their own parking at this time. Town Administrator Scott Dunn went to a meeting at Marine Patrol on August 8, 2017 regarding the issue of water to the restrooms at Glendale. When they attempted to turn the water on, nothing came out. They are going to try and see if it is a broken valve and are hoping that during construction a line wasn't broken. There are treatment options that may be available for arsenic in the water and Town Administrator Scott Dunn contacted Executive Councilor Joseph Keeney who was very helpful in getting the process moving. At this time, the NH-DOT has said they have no money to fund the Gunstock Brook Project. The fees were around \$50,000 to \$60,000. Town Administrator Scott Dunn said that based on the article regarding Ford Explorers Carbon Monoxide issue in Police Cruisers, he has asked the Head Mechanic to install CO in all of these vehicles. At this time there have been no issues but they will continue to monitor.

14.0 NEXT MEETING

The next Board of Selectmen's meeting will take place on Wednesday August 23, 2017 at 7pm.


15.0 NON-PUBLIC SESSION

At 8:30pm, Selectman Benavides made a motion to enter into non-public session pursuant to the provisions of RSA 91-A: 3, II, to discuss personnel issues; seconded by Selectman Grenier and passed with all in favor; (3-0).

The Selectmen met with Police Chief Anthony Bean Burpee to ask questions regarding the promotional process. The Selectmen wanted to see testing data for promotional exams and they would like the Town Administrator along with one Board member to be on future Oral Boards for Supervisory positions. Discussion ensued. Selectman Benavides made a motion to sign the appointment forms for Kristian Kelley to be promoted to Deputy Chief and Adam VanSteenburg to be appointed to Sergeant as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 8:55 pm; seconded by Selectman Grenier and passed with all in favor; (3-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 23RD day of August, 2017.

Attest:



Selectman Richard Grenier, Clerk