

**TOWN OF GILFORD**  
**BOARD OF SELECTMEN'S MEETING MINUTES**  
**August 23, 2017**  
**7:00 PM**  
**GILFORD TOWN HALL**

**1.0 NON PUBLIC SESSION**

At 6:15 pm, Selectman Benavides made a motion to enter into non-public session pursuant to the provisions of RSA 91-A: 3, II, to discuss matters that may adversely affect someone's reputation and personnel issues; seconded by Selectman Grenier and passed with all in favor; (3-0).

Selectmen invited Police Chief Anthony Bean Burpee into the non-public session. Police Chief Bean Burpee discussed his proposal for wage adjustments within the Department based on the recent promotions. Discussion ensued. Selectman Benavides made a motion to approve the pay increases as requested; there was no second. Motion fails. Police Chief Bean Burpee left the non-public session.

Town Administrator Scott Dunn is requesting to advertise for the vacancy in the positions of Highway Superintendent and Director of Public Works. It was the consensus of the Board to proceed. Discussion ensued regarding personnel at the Department of Public Works. Selectman Benavides made a motion to appoint Kevin Carlisle as Interim DPW Director for \$100 stipend per week; seconded by Selectman Grenier and passed with all in favor; (3-0). Selectman Benavides made a motion to appoint Brenda Leary as a Truck Driver at \$15.12 per hour upon successful completion of medical exam; seconded by Selectman Grenier and passed with all in favor; (3-0).

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). Other matters were discussed 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 1<sup>st</sup> 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, Planning Director John Ayer, 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. The Town Offices and Library will be closed on Monday, September 4, 2017 for Labor Day.

**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 August 9, 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 August 7, 2017 through August 18, 2017 as listed (attached hereto); seconded by Selectman Grenier and passed with all in favor; (3-0).

5.2 Selectman 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 HEARING

6.1 Cable Television Franchise Transfer: Chairman Eddy read the public hearing notice for the record and declared the public hearing open at 7:06 pm. Town Administrator Scott Dunn asked Mr. Merrill, Metro Cast General Manager to give an overview of the sale of MetroCast to Atlantic Broadband along with the request for the transfer of the existing cable television franchise agreement due to the pending sale by MetroCast Cablevision to Atlantic Broadband. Mr. Merrill was accompanied by Thomas Gunerman, Legal Council for Atlantic Broadband. The agreement was made on July 10, 2017 and the close date for the total sale of the company is January 4, 2018. MetroCast will operate the system until then. Chairman Eddy asked for public input. Mr. Jonathan O'Brien asked what other options are. Discussion ensued. Chairman Eddy closed the public hearing at 7:14 pm. Selectman Benavides made a motion to approve the resolution authorizing the transfer of the cable television franchise from MetroCast to Atlantic Broadband as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.1 Priscilla Sutcliffe - Glendale Memorial Bench Request: The Selectmen invited Ms. Sutcliffe to the meeting to explain her request for a memorial bench at Glendale. Ms. Sutcliffe said that the Beans and the Panghorns (families) should be honored for their commitment to the community and the Locke's Island Association would like to have a granite bench or poly wood park bench installed at Glendale for the public to use. Denise Cunningham expressed her desire for the bench to be granite as did Rick Dean. Discussions ensued. Selectman Benavides made a motion to approve the request and to have a granite bench installed at Glendale at a location chosen by the Town for best placement; seconded by Selectman Grenier and passed with all in favor; (3-0).

7.2 John Ayer, Planning Director: Planning Director John Ayer gave an update on the Planning and Land Use Department Update stating that 286 permits have been issued to date (includes all DPLU permits) 16 permits were for new single-family homes since March. The estimated value of new homes was slightly less but total valuation of all construction was higher this year than the same period last year. Mr. Ayer provided the Board with a monthly permit summary. Planning Board activity has been very busy and noted quite a few projects listed in his report. He noted there has been a couple of boat storage facility applications approved. The Selectmen asked about the Airport Plaza and when the new road into the facility will be functional. It is Mr. Ayers' understating that they are waiting for electricity for the streetlights and then it will be open. Mr. Ayer answered the Board's questions and they thanked him for the update.

7.3 Monthly Financial Report: Finance Director Glen Waring submitted the Monthly Financial Reports through 07/31/17 for the Board's review. Town Administrator Scott Dunn indicated that Mr. Waring was unable to attend tonight's meeting. The Board reviewed the report and had no further questions.

## **8.0 OLD BUSINESS**

8.1 Curbing/Sidewalks on Potter Hill Road: Town Administrator Scott Dunn received an estimate from Public Works Director Peter Nourse for the curbing/sidewalk based on the request from the Gilford Village Knolls residents. The total cost estimate is \$90,000. Town Administrator Dunn suggested putting \$50,000 in the 2018 budget and obtaining the rest from private fund raising. It was the consensus of the Board to proceed in that direction as a Capital Improvement Project in the 2018 budget.

8.2 Selectman Benavides made a motion to accept the 2017 Return of Dog Warrant as presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

## **9.0 NEW BUSINESS**

9.1 Second Hand Pawn Broker License: Attorney Philip Brouillard was present along with his client who has applied for the Second Hand Pawnbroker application. When this application was first received, it was denied by both the Fire Chief and the Planning Director. The issues that concerned them have been resolved and Chief Carrier and John Ayer confirmed that as accurate. Selectman Benavides made a motion to approve and issue the Second Hand Pawnbroker application for Gilford Pawnbrokers based on the recommendations presented; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.2 Sewer Bill Abatement: Town Administrator Scott Dunn reviewed the request for sewer abatement. Discussion ensued. Selectman Benavides made a motion to deny the request for sewer abatement at 1 Hedgewood Circle because the meter has been tested and found to be working correctly; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.3 Highway Safety Committee: Selectman Benavides made a motion to reconstitute the Highway Safety Committee to consist of the Fire Chief, Deputy Police Chief and Town Administrator effective immediately; seconded by Selectman Grenier and passed with all in favor; (3-0).

9.4 FY2018 Budget: Town Administrator Scott Dunn does not know yet when the budget committee wants to begin its work of next year's budget. Discussion ensued. It was the consensus of the Board to meet on Tuesday, October 24, 2017 for an all day budget session.

## **10.0 OTHER BUSINESS**

Chairman Eddy asked if there was any other business. There was none.

## **11.0 PUBLIC INPUT**

Chairman Eddy asked for public input. There was none.

## **12.0 SELECTMEN'S ISSUES**

There was nothing new to discuss.

## **13.0 ADMINISTRATOR'S REPORT**

Town Administrator Scott Dunn noted that the NH-DOT has received the no parking petition from the Town for Route 11B and is awaiting final approval. As soon as the Town receives approval, no parking signs will be placed accordingly. Administrator Dunn told the Board that the potable water issue at Glendale has not been resolved; he is hoping to have information

and a cost estimate for treatment for the next Selectmen's meeting. Town Administrator Scott Dunn also reported that the heating and cooling systems in Town Hall are being worked on, the new boilers are being installed and the individual fan coil units will be replaced. The vinyl floor tiles throughout Town Hall are currently being replaced. Town Administrator Dunn hopes to have a landscape plan for Town Hall campus for the next Selectmen's meeting. He also gave the Board an update on the current Road Construction Status throughout the Town. The cost estimate to replace the shelving that failed in the Town-Clerk Tax-Collectors vault is \$725 and that replacement is in progress. The Rowe House roof project will begin on 09/05/2017.

#### 14.0 NEXT MEETING

The next Selectmen's meeting will be on Wednesday, September 13, 2017 at 7pm.

#### 15.0 ADJOURN

With no further business to come before the Board, Selectman Benavides made a motion to adjourn at 7:46 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 13<sup>th</sup> day of September, 2017.

Attest:

  
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Selectman Richard Grenier, Clerk