

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
December 13, 2017
7:00 PM
GILFORD TOWN HALL**

1.0 NON PUBLIC SESSION

Selectman Grenier made a motion to enter into non-public session to discuss personnel issues and conveyance of real property per RSA 91-A: 3, II, (a), (b) and (d); seconded by Selectman Eddy. Motion carried on a roll call vote with all in favor; (2-0).

Selectman Grenier made a motion to promote Kyle Tibbetts to Highway Superintendent effective 12/17/2017 at a pay rate of \$23.50 per hour; seconded by Selectman Eddy and passed with all in favor; (2-0).

At 7:00 pm, Selectman Grenier made a motion to come out of non-public session; seconded by Selectman Eddy and passed with all in favor; (2-0). 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 1st floor conference room and led the assembly in the Pledge of Allegiance to the Flag. Board members in attendance: Selectmen Dale Channing Eddy and Richard Grenier. Selectman Gus Benavides was absent.

Staff members in attendance: Fire Chief Stephen Carrier, Police Chief Anthony Bean Burpee, Police Lieutenant James Leach, Public Works Director Jason Hayden, Library Director Katherine Dormody, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

Chairman Eddy read the rules of the meeting and announced that all Town Offices, the Recycle Center and Library will be closed on Monday; 12/25/17 for Christmas and Monday 01/101/2018 for New Years and noted the Library is also closed 12/23/17.

4.0 REVIEW/APPROVAL OF MINUTES

4.1 Selectman Eddy asked if there were any changes to the minutes. There were none. Selectman Grenier made a motion to approve the minutes of November 30, 2017 as presented; seconded by Selectman Eddy and passed with all in favor; (2-0).

5.0 CONSENT AGENDA

5.1 Selectman Grenier made a motion to approve the items previously signed during the period November 27, 2017 through December 8, 2017 as listed (attached hereto); seconded by Selectman Eddy and passed with all in favor; (2-0).

5.2 Selectman Grenier made a motion to seal the minutes of the non-public session held on this date as they pertain to a personnel issue and conveyance of tax deeds; seconded by Selectman Eddy and passed with all in favor; (2-0).

6.0 APPOINTMENTS

Katherine Dormody, Library Director: Director Katherine Dormody reviewed the current statistics for the Library and said that they have signed up 403 new patrons so far in 2017 for a total of 6817 current members. The Library is having a holiday open house on 12/16/17 from 5 to 7 pm. Ms. Dormody said they recently had a memorial gift donated and the Library used it to buy a new camera and speaker system for better recordings of their programs that are posted on the website and Public Access TV (LRPA-TV). There are many programs going on in the Library, the children's room is in the midst of gingerbread house decorating, teens are cookie decorating, story time, arts alive and yoga to name a few. Ms. Dormody said the Library is in the midst of renewing their contract with the HVAC maintenance provider; the company was bought out in the last year and she was happy to report they can now provide comprehensive services for the Library's geothermal system. The Selectman thanked Ms. Dormody for the update.

7.0 OLD BUSINESS

7.1 Library - Floor Maintenance: Ms. Dormody went back to ask King of Klean how much they would charge to clean the library after hours. They said that they would not service the Library during off hours. Discussion ensued. Ms. Dormody recommends supporting the Library Trustees recommendation of hiring a part time employee as presented at the 11/30/2017 meeting as the most cost effective and convenient option. Discussion ensued. It was the consensus of the Board to advertise for the part-time position.

7.2 Job Performance Evaluation Form: Town Administrator Scott Dunn gave the Board a copy of the most recent revised employee evaluation form for non-union employees. Some of the Department Managers thought that the current form lacked substance and that this new form provides a comment section after each category; that is the only change. It was the consensus of the Board to approve the new form with comments being optional.

7.3 Police Department K9 Acquisition: Police Chief Anthony Bean Burpee said the Gilford Police Relief Association (GPRA) has raised \$15,000 for the K-9 program. The Chief explained that over the course of the next several months, he would be making various purchases, paying for training, etc. As such, he would not need the money all at once. Currently he needs \$4525 from the GPRA as a deposit and is asking the Selectmen how they want to handle the money portion. Discussion ensued. It was the consensus of the Board to utilize K-9 funding through the GPRA and that when the time comes, the Selectmen will accept the dog in lieu of money. Mr. Everett McLaughlin felt the Town (Police Dept.) should not have to fund raise for a K-9; in his opinion, the Town should pay for a K-9. He plans to submit a petition warrant article to establish a capital reserve fund for K-9 on the Town warrant for \$2,900 per year put into the reserve fund for 6 years and that would serve as a reserve fund for future K-9. He feels it is the Town's responsibility.

7.4 Recycle Center Improvements - Bond Agreement & Bidding Services: Town Administrator Scott Dunn said Finance Director Glen Waring solicited quotes for a loan for \$950,000. Administrator Dunn presented the options to the Board. If the Board chooses to go with the Municipal Bond Bank, the deadline to sign papers is Friday. Selectmen were not happy with the quick deadline and would like to discuss and review materials further. It was the consensus of the Board that at the conclusion of tonight meeting, they will recess the meeting until 6:00 pm tomorrow evening, 12/14/2017 to review payment options for a 10-year loan from Bank of New Hampshire.

Town Administrator Scott Dunn presented the Task Assignment #2 Amendment 1 for preparation of contacts documents and Bidding services from CMA Engineers. Selectmen

Grenier made a motion to approve the task assignment # 2 as presented and authorize the Town Administrator to sign; seconded by Selectman Eddy and passed with all in favor; (2-0).

7.5 Recycle Center Surplus Sand: The Town has received a request from Lyman's Excavation asking to bring their own loader to the Recycle Center to load their vehicles with surplus sand. Town Administrator Scott Dunn received a similar request from an out-of-town company and he told them no. Selectmen said that staff at the Recycle Center are doing a good job moving/loading the sand, etc. Discussions ensued. It was the consensus of the Board to deny the request from Lyman's Excavation.

8.0 NEW BUSINESS

8.1 Unanticipated Revenues (Fire Boat & IAFC Grant): Selectmen Grenier made a motion to accept a \$25 donation for the fire boat and \$1500 donation for training reimbursement from the International Fire Chiefs Association and to approve the use of these funds for their intended purposes; seconded by Selectman Eddy and passed with all in favor; (2-0).

9.0 OTHER BUSINESS

Town Administrator Scott Dunn presented a sewer abatement request for J. Nichols Snow. Discussion ensued. Selectmen Grenier made a motion to deny the request; seconded by Selectman Eddy and passed with all in favor; (2-0).

10.0 PUBLIC INPUT

There was none.

11.0 SELECTMEN'S ISSUES

Selectmen had nothing new to report.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn had nothing new to report.

13.0 NEXT MEETINGS

The next Selectmen's meeting will be held on Wednesday, December 27, 2017 at 7pm.

14.0 ADJOURN

With no further business to come before the Board, Selectman Grenier made a motion to recess the meeting until Thursday, December 14, 2017 at 6:00 pm; seconded by Selectman Eddy and passed with all in favor; (2-0).

Respectfully submitted,



Angela Bovill, Executive Assistant

Approved by the Board of Selectmen on the 27th day of December, 2017.

Attest:



Selectman Richard Grenier, Clerk