

GILFORD BOARD OF SELECTMEN'S MEETING
March 13, 2013
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, February 27, 2013, at 7:15 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief Kevin Keenan, Police Lieutenant Jim Leach, Police Lieutenant Kris Kelley, Fire Chief Steve Carrier, Public Works Director Sheldon Morgan and Recreation Director Herb Greene.

1. **Non-Public Session** – Selectman Hayes moved to enter non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, to discuss consideration of pending litigation and consideration of the acquisition or sale of real property. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Gus Benavides, Kevin Hayes and John O'Brien. Also present was Town Administrator Scott Dunn.

Selectman Hayes moved to exit non-public session at 7:15 p.m. and seal the minutes. Selectman O'Brien seconded. Motion carried with all in favor.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.

3. **Announcements/Presentations**

- 3.1. Chairman Benavides announced that Town Meeting results are available on the Town's website.

4. **Review/Approval of Minutes**

- 4.1. Selectman Hayes moved to approve the minutes of the February 27, 2013 meeting, as presented. Selectman O'Brien seconded. Motion carried with all in favor.

5. **Consent Agenda**

- 5.1. Selectman Hayes moved to approve the previously signed items for the period February 25, 2013 through March 8, 2013, as listed. Selectman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
12/14/12	Change of Status - Silva	
01/09/13	Change of Status - Fabian	
02/14/13	Payroll Register	
02/15/13	Sewer Abatement - Adams & Bruce (2)	242-207.100
02/15/13	Payroll Register	
02/15/13	Abatement - NE Deaconess	various
02/19/13	Payroll Register	
02/20/13	Accounts Payable Manifest	
02/21/13	Abatement - Masterson & Wells	213-013.320
02/25/13	Abatement - Tilly	240-041.000
02/25/13	Abatement - Brunelle	240-041.000
02/26/13	Payroll Register (2)	
02/27/13	Veteran's Tax Credit - LaBonte	242-332-303
02/27/13	Accounts Payable Manifest	
02/27/13	Appointment Form - Jacques	
03/03/13	Change of Status - Jacques	

6.0 Appointments

6.1 Kevin Keenan – Police Department Update – Police Chief Keenan provided the Board with a memo that reviews the first quarter 2013 activities of the Gilford Police Department. He noted that arrests have increased over the same period in 2012 resulting from to a significant number of arrests due to underage parties. The Park, Walk and Talk Program continues to grow.

As far as the 2013 budget is concerned, Chief Keenan expressed some concern with the Department's training budget. As the State continues to cut funding to the Police Academy, it affects the Town's budget as they must find alternative training opportunities, resulting in increased costs. In addition, the cost of ammunition continues to increase as its availability decreases.

Another area of concern within training is the unfunded mandate being required by the State and Federal governments for "flagging" training. Not staying current with these mandated trainings could result in the loss of federal funding in various areas. Chief Keenan stated that he plans to conduct one session of flagging training with Primex, teaming together with the Town of Belmont Police Department.

Next, Chief Keenan addressed the matter of vehicle use. He stated that, even though a vehicle may have been acquired for a certain purpose or time of the year, it still needs to be driven occasionally at other times, to make sure that the vehicle is still operating properly. Chief Keenan then outlined several areas where the Department has been applying for grant funds.

Chief Keenan noted that Officer Harris has been working with the Elementary School Principal to organize a running/walking event to raise funds for the victims of the Newtown, CT tragedy. The response to this event has been so good that they have had to stop accepting registrations. In addition, Officer Harris has also implemented the Girls on the Run program for girls in grades 3-8.

The Department has received two additional portable radios from the State of NH. In total, this program has saved the Town over \$38,000.00.

Sergeant Parent has proposed a Personal Physical Fitness Program for the Department, which he is also willing to open up to all Town employees. The Board concurred that they would like to wait until the next meeting to discuss this program, which would allow them more time to review the materials provided.

Chief Keenan provided the Board with three quotes for the purchase of a 2013 police cruiser. Selectman Hayes moved to accept the lowest bid and authorize the purchase of one (1) 2013 Ford Police Interceptor Cruiser from Hillsboro Ford, at a cost of \$24,897.00. Selectman O'Brien seconded. Motion carried with all in favor.

The Board thanked Chief Keenan for his update.

7.0 Old Business

7.1 Layout of Area Road as a Town Highway – Selectman Hayes moved to accept the petition for Area Road to become a Town-maintained highway and to schedule a hearing as otherwise set forth in RSA 231:9 upon receipt of a completed survey to be provided by the petitioners. Selectman O'Brien seconded. Motion carried with all in favor.

7.2 Town Beach Sand Restoration Project – Use of Capital Reserve Funds – Recreation Director Herb Greene was in attendance requesting approval to spend \$3,060 for permitting fees for the beach replenishment project. He clarified that the beach area covered in the application includes the area where the coir logs would be located. Brief discussion ensued regarding these coir logs and Director Greene stated that Belknap Landscape's recommendation is to place the coir logs right up to the tree line.

Selectman Hayes moved to authorize the expenditure of up to \$3,060 from the Recreation Facilities Maintenance Capital Reserve Fund to pay for permit fees for the replenishment of sand at the Town Beach. Selectman O'Brien seconded. Motion carried with all in favor.

8.0 New Business

8.1 Entertainment Permit – Contigiani Catering – Gilford Youth Center – Selectman Hayes moved to approve the 1-day Live Entertainment License for Contigiani Catering Service to sell alcoholic beverages during the live music on April 20, 2013 at the Gilford Youth Center for a dinner dance fundraiser to be held for the benefit of the Lakes Region Boys & Girls Club. Selectman O'Brien seconded. Motion carried with all in favor.

8.2 Glendale Permit – 36 Roberts Road – Chairman Benavides briefly outlined the request made by Richard Grossman to obtain two Town decals and two guest passes. Mr. Grossman is not a Gilford taxpayer, but he has provided the Board with a copy of a certificate indicating that he owns ten (10) shares of the Fairview Realty Corporation, the owner of the property. Town Administrator Dunn added that an additional letter received today indicates that this property is less than 1,000 square feet and has no available parking.

Selectman Hayes moved to deny the request of Richard Grossman for Town decals and Glendale guest passes. Selectman O'Brien seconded. Motion carried with all in favor.

8.3 Sewer Abatement – 42 Heights Road – Town Administrator Dunn stated that a sewer usage analysis has been received today for this property and based on it, he is recommending that the 2012 second quarter billing be reduced from 34,000 gallons to 22,000 gallons. The Board concurred with this recommendation and the Finance Director will prepare an abatement for this amount.

9.0 Other Business – Town Administrator Dunn reported that three (3) donations, totaling \$431.29, have been received to defray the cost of police dog Ike's future preventive surgery. Selectman Hayes moved to accept the donations. Selectman O'Brien seconded. Motion carried with all in favor.

10.0 Public Input – none.

11.0 Selectmen's Issues – Selectman Hayes asked for an update on Liberty Hill. Town Administrator Dunn stated that he received a phone call from Mike McCluskey, of NH DES, acknowledging receipt of the Board's recent letter. He also met with two representatives from Liberty Utilities, who advised him of the need to have two buildings and a barn taken down. Town Administrator Dunn encouraged them to solicit bids to have the barn moved or dismantled, rather than torn down.

12.0 Administrator's Report – Town Administrator Dunn reported that now that funds have been approved for the rehabilitation of the Town Hall, he will be working with an architect to have plans for the Board to review, as soon as possible.

13.0 Next Meeting – March 27, 2013 at 7:00 p.m. at the Town Hall

14.0 Adjournment - With no further business before the Board, the Board of Selectmen's March 13, 2013 meeting was adjourned at 7:53 p.m.

Respectfully submitted,

John T. O'Brien
Clerk