

GILFORD BOARD OF SELECTMEN'S MEETING
July 10, 2013
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, July 10, 2013, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Kevin Hayes, John O'Brien and Gus Benavides. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Fire Chief Steve Carrier, Town Clerk/Tax Collector Denise Gonyer, Police Chief Kevin Keenan and Police Lieutenant Jim Leach.

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

Selectman O'Brien moved to exit non-public session at 6:55 p.m. and seal the minutes. Selectman Benavides seconded. Motion carried with all in favor.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations**
 - 3.1. Chairman Hayes announced that the Annual Hazardous Waste Collection & Island Cleanup will be held on Saturday, July 27, 2013.
 - 3.2. Chairman Hayes announced that the Summer Town Forum will be held on Wednesday, August 14, 2013 at 6:00 p.m. at the Town Hall.
4. **Review/Approval of Minutes**
 - 4.1. Selectman O'Brien moved to approve the minutes of June 26, 2013, as presented. Selectman Benavides seconded. Motion carried with Chairman Hayes abstaining.
5. **Consent Agenda**
 - 5.1. Selectman O'Brien moved to approve the previously signed items for the period June 24, 2013 through July 5, 2013, as listed. Selectman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
02/26/13	Change of Status - Andrews	
04/18/13	Change of Status - Ferreira	

6. **Appointments**
 - 6.1 **Kent Hemingway – Gilford School District Update** – Superintendent Hemingway began by distributing a copy of his July website posting to the Board. An important waiver in the “No Child Left Behind” Act has changed the requirements of the School District. This change will have some impact on professional development, although it will not change the way that Gilford students are assessed.

He also pointed out the new Smarter Balanced Assessment Consortium, which will change student assessment standards, beginning in 2015. Superintendent Hemingway stated that a Gilford resident introduced him to “The Economist”, which currently has two articles regarding the integration of technology into academics.

Most of Gilford's teachers are involved in research projects or summer study. In addition, they have received, through a grant, approximately fifty (50) Kindles that are being used for teachers' summer reading assignments. In some cases, this is more cost effective than purchasing books. Superintendent Hemingway also highlighted summer maintenance projects.

Selectman Benavides expressed his gratefulness to Superintendent Heming for providing this update to the Board. Selectman O'Brien also expressed his appreciation for the spirit of cooperation between the Town and the School District. Brief discussion ensued on "No Child Left Behind", methods of student assessment and technology integration.

The Board thanked Superintendent Hemingway for his presentation.

6.2 Denise Beauchaine – LRPA-TV – Ms. Beauchaine, a resident of 42 Watson Road, provided the Board with an overview of the Northwood Cable Advisory Committee, as an example of an existing committee. As she stated at an earlier meeting, she is concerned with the lack of citizen representation from the community in the Cable TV Consortium and thinks that the development of an advisory committee would also be beneficial to Gilford for a number of reasons.

Brief discussion ensued regarding the establishment and authority of a cable advisory committee.

Chairman Hayes asked about the demographics of the Northwood Cable Advisory Committee. Northwood resident Ken Curley responded that the five volunteers are mostly middle-aged and older, along with a representative from the Board of Selectmen. The Town also employs a Cable Coordinator, who averages approximately 20 hours per week. Mr. Curley further stated that having a committee allows residents to have someone to call if they have any issues or concerns. In addition, as Selectmen change there is still consistency in having members on the Cable Advisory Committee.

After Chairman Hayes inquired about the cost to the Town of Northwood, Ken Curley responded that an expendable trust has been established from Metrocast franchise fees. This trust provides funds for LRPA, the Cable Coordinator and any equipment purchases. Mr. Curley also pointed out that a large number of different meetings and events are broadcast.

Chairman Hayes asked Mr. Curley the amount of Northwood's annual cable budget, to which he replied that it is approximately \$27,000 per year.

The Board thanked Ms. Beauchaine and Mr. Curley for their presentation.

7. Old Business

7.1 Gilford Outing Club Warming Hut Project – Sarah Anderson was in attendance to provide the Board with an update on the status of the project. She thanked everyone who has assisted with the project and stated it is their intent to continue to fund and complete it without taxpayer funds. Since the blessing of the Board of Selectmen in 2006, they have raised approximately \$10,000 towards the restoration.

Because of the difficulty in securing volunteers, a decision was made in May 2013 to look into hiring a contractor to complete the work. They approached local contractor Richard Moreau, who is familiar with preservation work. In addition, Gilford resident Harry Bean came forward and offered his crew to work on the hut. Sarah is, therefore, proposing a combination of both parties to complete the restoration, with Richard Moreau taking care of the doors and windows. They have approximately \$4,600 still available for the project and are willing to do additional fundraising if necessary.

Selectman O'Brien thanked Scott Davis for his efforts with the Warming Hut in providing both tools and expertise. Selectman Benavides personally commended Sarah for her efforts in giving back to the community and stressed the importance of being able to stretch the available funds as much as possible. He stated that prison labor is available and encouraged Sarah to work with Police Chief Keenan on this. Sarah responded that having Harry Bean provide volunteer labor will be very helpful in stretching the available funds.

Town Administrator Dunn stated that he has spoken with Harry Bean, who is willing to utilize photographs of the warming hut for documentation of how the siding should look. After that is accomplished, the project could be turned over to Mr. Moreau for completion.

Chairman Hayes reiterated the Board's support in having the project completed and advised Sarah to go forward with the project. Town Administrator Dunn and the Board are available for assistance, if needed.

7.2 Flagpole for Public Safety Memorial – Chairman Hayes asked Board members for input on the flagpole so that this project can move forward. Selectman O'Brien stated that he thinks locating the flagpole within the triangle is a better, more prominent choice. Brief discussion ensued regarding the cost of a 25' flagpole vs. the cost of a 40' flagpole. Selectman O'Brien stated that he thinks it is only appropriate to have the 40' flagpole installed if it is to be located within the triangle, but he thinks that this would be best if the Town could receive DOT approval, which is not likely to ever happen.

Selectman Benavides moved to erect the 25' flagpole on the side of Route 11-A adjacent to the Warming Hut, utilizing available funds. Town Administrator Dunn clarified where the flagpole could be placed with a drawing provided by DPW Director Morgan. Selectman O'Brien seconded. Motion carried by a vote of 2-1 with Chairman Hayes voting no.

7.3 Radio Equipment Promissory Note – Selectman O'Brien moved to approve the promissory note and \$158,000 Borrowing Certificate as presented. Selectman Benavides seconded. Finance Director Ruggles stated that these funds will be used for upgrades to the radio repeater system. The low bid was received from Meredith Village Savings Bank at a rate of 2.09% for a period of five (5) years. Motion carried with all in favor.

8.0 New Business

8.1 Live Entertainment License – Patrick's Pub – Selectman O'Brien moved to approve the live entertainment license for Patrick's Pub for live music on the stage in the front of the restaurant for the period May 15, 2013 through May 14, 2014. Selectman Benavides seconded. Chairman Hayes publicly commended Patrick's Pub for being the most community conscious restaurant he has ever dealt with. Motion carried with all in favor.

8.2 Live Entertainment License – Boston Culinary Group (Meadowbrook) – Selectman O'Brien moved to approve the live entertainment license for Boston Culinary Group, d/b/a Meadowbrook Food Service, for live music at the Bank of NH Pavilion for the period July 12, 2013 through July 11, 2014. Selectman Benavides seconded. Motion carried with all in favor.

8.3 Pawnbroker & Secondhand Dealer License – GameStop – Selectman O'Brien moved to approve the Pawnbroker & Secondhand Dealer License for GameStop, Inc. for the period July 1, 2013 through June 30, 2014. Selectman Benavides seconded. Motion carried with all in favor.

8.4 Emergency Operations Plan Update – Selectman Benavides moved to accept and approve the Town of Gilford Emergency Operation Plan 2013 as presented. Selectman O'Brien seconded.

Fire Chief Carrier introduced Jane Hubbard of Hubbard Consulting, who was hired to assist the Town in the Emergency Operations Plan Update. He added that many Department Managers worked on this update, resulting in the completion of the final document.

She provided Board members with an overview of the key highlights of the plan, which outlines the basic management response structure when there is a disaster that goes above and beyond normal daily activity. Ms. Hubbard also reviewed the Emergency Support Function Assignment Matrix that she provided for the Board, indicating the various agencies and departments involved in certain situations. She encouraged Board members to review the EOP Update and become familiar with it.

Selectman O'Brien thanked Ms. Hubbard for her direction and knowledge in completing this project. A vote on the motion indicated that it carried with all in favor.

8.5 Acceptance of Donation – Fire Training Center – Selectman O'Brien moved to accept the donation of \$800 from the Town of Derry and to authorize the expenditure of such funds for the maintenance and improvements of the Fire Training Center. Selectman Benavides seconded. Motion carried with all in favor.

8.6 Route 11-A Speed Limit – Chairman Hayes stated that a letter has been received from a Gilford resident proposing a change in the speed limit on a portion of Route 11-A. Selectman O'Brien asked Police Chief Keenan for his opinion on the proposal. Chief Keenan stated that he does share the same concerns with the speed limit on Route 11-A, and would recommend reducing the speed limit to 40 miles per hour from the lights at Country Club Road to the existing 35 mile per hour zone. The increased traffic entering and exiting Maple Street are a contributing factor in this recommendation.

Town Administrator Dunn clarified that the Town may vote to change the speed limit, but it must then be approved by the Commissioner of Transportation. He recommended that the best chance of receiving approval from the State would be to extend the existing 35 miles per hour district to the south.

Chairman Hayes asked Town Administrator Dunn to look into this matter and provide a plan for review at the next meeting, including traffic and accident data. Selectman Benavides asked about holding a public hearing for this change, to which Town Administrator Dunn replied that any change would be done through an ordinance change, which necessitates a public hearing. He further stated that the most recent accident at the corner of Route 11-A/Hoyt Road/Gunstock Hill Road was not related to speed.

Chief Keenan stated that despite this recent accident, the suggestion to reduce the speed limit on Route 11-A has been brought up to him many times in the past. Selectman O'Brien also suggested the installation of a speed limit radar sign on route 11-A. Chairman Hayes also thinks that the location of a telephone pole at the corner of Hoyt Road contributes to the safety issues at the intersection.

9.0 Other Business – Selectman O'Brien moved to accept the resignation of Wesley DeSousa, with regret, as of July 28, 2013 and authorize the Police Department to advertise for the open full-time police officer position. Selectman Benavides seconded. Motion carried with all in favor.

Selectman O'Brien moved to authorize the Town to apply for grant funds, in the amount of \$1,448.04, for reimbursement for the June 30, 2013 training that took place at the Fire Training Center on Kimball Road. Selectman Benavides seconded. Motion carried with all in favor.

- 10.0 Public Input** – Police Lieutenant Jim Leach praised the Department of Public Works for several recent instances where they responded very quickly to requests made by the Police Department. Chairman Hayes thanked Lieutenant Leach for bringing these matters to the Board’s attention.

Dan Griffin of Stonegate Court stated that he would be interested in serving on a Cable Advisory Committee.

Police Chief Keenan advised the Board that the Police Department has been working very closely with Meadowbrook to address sound concerns and he thinks that they have taken great steps toward improvement. They have also addressed traffic concerns.

Susan Leach of Cat Path asked about the progress being made with the intersection of Route 11-A/Belknap Mountain Road/Schoolhouse Hill Road. Chairman Hayes stated that the project is being bid in the fall for work in the spring. She further stated that she is glad that the Board is not going to have the flagpole erected at the triangle at Routes 11-A and 11-B, because she thinks it would be a distraction. She would also like to see measures taken to ensure the safety of sledders at the site of the Warming Hut.

Chan Eddy stated that he supports the proposal to reduce the speed limit on Route 11-A.

- 11.0 Selectmen’s Issues** – Selectman Benavides stated that he would like to publicly thank Fire Chief Carrier and Police Chief Keenan for keeping the Board abreast of what is going on in Gilford, to which Selectman O’Brien agreed.

Chairman Hayes asked Police Chief Keenan about fireworks complaints. Chief Keenan replied that the Department received very few complaints for the number of fireworks that were being discharged. He also recommended that, at some point, he meet with the Fire Chief and Board of Selectmen to address having an ordinance or regulation adopted.

- 12.0 Administrator’s Report** – Town Administrator Dunn stated that he thinks that the Town is very fortunate to have Chan Eddy representing them on the Lakes Region Public Access TV Board of Directors.

Town Administrator Dunn anticipates having a drainage study proposal for the Board at their next meeting, relative to the issues on Cottonwood Trail.

Negotiations are ongoing for the Cable TV Franchise Agreement.

Town Administrator Dunn stated that he made an error on the Short Term Disability Form when the Town recently changed their coverage to the Local Government Center. This will be corrected with the August 1st billing.

Substantial damage has been sustained by Gilford roads, due to the recent rain. This has caused the DPW staff to make changes in their summer maintenance schedule.

Town Administrator Dunn has recently received phone calls relative to high rates of speed on Cat Path. He has recommended that the residents of Cat Path get together and devise a plan for one-way traffic.

Bids for Town Hall improvements are due on July 22, 2013.

Senator Hosmer has asked to address the Board at their July 24th meeting.

One of the recently purchased Ford Interceptor Police Cruisers was recently involved in an accident and is currently being repaired.

Chairman Hayes asked Town Administrator Dunn to prepare information relative to a Cable Advisory Committee for the next meeting. Town Administrator Dunn pointed out that the need for this type of committee is diminished by the fact that the LRPA Board of Directors has representation from the Town of Gilford.

13.0 **Next Meeting** – Wednesday, July 24, 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 July 10, 2013 meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Gus Benavides
Clerk