

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**October 23, 2013**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, October 23, 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 was Town Administrator Scott Dunn.

Staff members in attendance included Finance Director Geoff Ruggles, DPW Director Sheldon Morgan, Fire Chief Steve Carrier, Acting Police Chief Jim Leach, Acting Deputy Police Chief Kris Kelley, Parks and Recreation Director Herb Greene and Executive Secretary Sandra Bailey.

1. **Non-Public Session** – Selectman O'Brien moved to enter non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, to discuss the conveyance of real property, matters which would likely adversely affect the reputation of any person and personnel issues. Selectman Benavides seconded. Motion carried on a roll call vote with all in favor. Present were John O'Brien and Gus Benavides. Also present was Town Administrator Scott Dunn.

Selectman Benavides moved to sign a corrective deed to Old Lakeshore Road Cooperative for Unit 50. Selectman O'Brien seconded. Motion carried with all in favor.

Selectman O'Brien moved to sign a deed with no covenants to Old Lakeshore Road Cooperative, Inc. for Unit #23, conditioned upon a waiver of all park rent and other fees due for this tax deeded property.

During non-public session, other matters were discussed.

Selectman O'Brien moved to exit non-public session at 6:55 p.m. and seal the rest of 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. LRGHealthcare/Gilford Fire-Rescue will sponsor a Senior Safety Day, from 8:00 am to 11:00 am, on October 26, 2013, prior to the Fire-Rescue Open House. Chairman Hayes also noted that the Police Department will be sponsoring a "Take Back Medicine Day" on Saturday.
  - 3.2. Gilford Fire-Rescue will hold an Open House on Saturday, October 26, 2013 from 11:00 a.m. to 2:00 p.m. at the Fire Station
  - 3.3. Trick or Treat has been scheduled for Thursday, October 31, 2013 from 5:00-8:00 p.m.
  - 3.4. Belknap Mountain Road will be closed for Trick or Treat from 4:30-8:00 p.m. on October 31, 2013.
  - 3.5. The Board of Selectmen will be meeting on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays during November (6 & 20) and December (4 & 18), due to the holidays.
  - 3.6. The Town Hall and Library will be closed on Monday, November 11, 2013 for Veterans' Day.

**4. Review/Approval of Minutes**

4.1. Selectman Benavides moved to approve the minutes of October 9, 2013, as presented. Selectman O'Brien seconded. Motion carried with all in favor.

**5. Consent Agenda**

5.1. Selectman Benavides moved to approve the previously signed items for the period October 7, 2013 through October 18, 2013, as listed. Selectman O'Brien seconded. Motion carried with all in favor.

| <u>DOCUMENT DATE</u> | <u>DOCUMENT</u>  | <u>MAP/LOT #</u> |
|----------------------|--|------------------|
| 09/01/13             | Change of Status - Leach                                 |                  |
| 09/01/13             | Change of Status - Kelley                                |                  |
| 09/25/13             | Tax Collector's Warrant - 2013 Capital Cost Betterment   |                  |
| 09/25/13             | Tax Collector's Warrant - Cherry Valley Condo Betterment |                  |
| 10/03/13             | Payroll Register   |                  |
| 10/08/13             | Payroll Register   |                  |
| 10/08/13             | Accounts Payable Manifest                                |                  |
| 10/09/13             | Tax Collector's Warrant - Jeopardy Assessment - Andrews  | 266-102.017      |
| 10/09/13             | Veteran's Tax Credit - Sibson                            | 224-065.000      |
| 10/09/13             | Veteran's Tax Credit - Fortier                           | 224-074.215      |
| 10/09/13             | Veteran's Tax Credit - Smith                             | 205-022.000      |
| 10/09/13             | Veteran's Tax Credit - French                            | 226-101.000      |
| 10/31/13             | Change of Status - Langley                               |                  |

**6.0 Appointments**

6.1 **Thom Francoeur – Gilford Got Lunch** – Mr. Francoeur began by stating that this is a new program in Gilford, being coordinated through the Gilford Youth Center, Gilford School District and Gilford Community Church. He pointed out that a need exists within the Town for healthy lunches to be provided to children during the summer months, who qualify for free or reduced lunches. Their initial goal is to provide 5 healthy lunches per week, with the goal of eventually providing 7 healthy lunches per week to each child in need.

They are anticipating a cost of approximately \$16,500 to provide lunches during the summer months, and hope to reach this goal through grants, fundraising and donations.

Mr. Francoeur stated that their purpose in coming before the Board tonight is to ask for an endorsement of the program and solicit input and suggestions regarding the program. Brief discussion ensued, with Town Administrator Dunn advising Mr. Francoeur that a letter has been drafted for the Board's signature, which supports the program.

6.2 **Herb Greene – Parks & Recreation Department Update** – Director Greene provided the Board with a recap of the Parks and Recreation Department since his last update in April 2013. He advised the Board that they are once again experiencing staffing changes and hope to have their new Recreation Assistant on board by the end of the month. Director Greene highlighted facility updates, including the resurfacing of the Village Field Basketball and Tennis Courts, the installation of an outdoor foot wash/shower at the Town Beach and the ongoing Beach Replenishment project.

Next, he provided the Board with statistics concerning the Town Beach, including

attendance, vehicle count, number of days open and number of swim assists and first aid administered. Director Greene added that the Beach remained closed for a little over two weeks, near the end of the season, due to high bacteria in the swim area. It was determined that the high bacteria count was due to an influx of geese, so steps were taken to alleviate this problem. A non-toxic repellent was used, as well as fireworks.

After providing some highlights of spring and summer programs, Director Greene reviewed fall programming. In addition, the annual Halloween Happening is scheduled for this Friday and registrations are underway for the Gunstock Learn to Ski and Snowboard Program and Youth Basketball Program. In response to a question from Selectman O'Brien regarding the Old Home Day Parade, Director Greene responded that the language on the parade application has been modified to reflect that participants must be able to keep pace with the parade.

The Board thanked Director Greene for his presentation.

**6.3 Geoff Ruggles – Financial Update** – Director Ruggles provided the Board with the September, 2013 monthly financial reports. Revenues for the month were up, due largely to the health insurance refund of \$129,000 from HealthTrust, \$18,000 in FEMA funds and an increase of \$80,000 in motor vehicle fees collected. As far as expenditures are concerned, they continue to remain slightly above last year for the month of September. Total tax collections, at 94.1%, continue to remain above last year's levels, although collections for the month of September were down approximately \$30,000 from last year. He anticipates no cash flow problems, as long as the Department of Revenue does not further delay the tax rate setting process.

Director Ruggles then reviewed DRA's tax rate setting process for the Board.

The Board thanked Director Ruggles for his presentation.

## **7.0 Old Business**

**7.1 Gunstock Acres Drainage Project** – Selectmen Benavides moved to accept the report and implement its recommendations by July 1, 2014, with work to be done by DPW forces to the greatest extent practical. Selectman O'Brien seconded. Motion carried with all in favor.

**7.2 FY2014 Budget Revisions** – Town Administrator Dunn reported that since the Board originally approved the 2014 budget, we now have firm figures on health and dental insurance, workers' compensation and unemployment insurance and the Household Hazardous Waste Day. The Town will most likely not be receiving the COPS grant for the 18<sup>th</sup> police officer position, so that revenue has been removed. In addition, some minor adjustments were made in the electricity accounts.

The final rates for property liability insurance will not be received until November 20<sup>th</sup>. He elaborated on his plans to go out to bid on this coverage, as well as workers' compensation insurance. There will also be higher than anticipated surplus funds from the School District. This will enable \$325,000, instead of \$100,000, to be applied to the tax rate, lowering it from the previous estimate of \$5.11 to \$4.99. The result of these

changes is a revised recommended FY2014 budget of \$13,011,551.

Selectman Benavides moved to approve a revised recommended FY2014 budget of \$13,110,551. Selectman O'Brien seconded. Motion carried with all in favor.

**7.3 LRGHealthcare Tax Exemption** – Chairman Hayes read aloud a letter from LRGHealthcare, where they stated that they are declining the Town's proposal for a PILOT agreement. Selectman Benavides moved to approve the 2013 tax exempt application from LRGHealthcare for 100% on unit 200 and 66% on unit 120. Selectman O'Brien seconded. Motion carried by a vote of 2-1 with Chairman Hayes voting no.

**8.0 New Business**

**8.1 Appointment to Highway Safety Committee** – Selectman Benavides moved to appoint Kristian Kelley to fill the current vacancy on the Highway Safety Committee. Selectman O'Brien seconded. Motion carried with all in favor.

**9.0 Other Business** – None.

**10.0 Public Input** – None.

**11.0 Selectmen's Issues** – None.

**12.0 Administrator's Report** – Town Administrator Dunn stated that work is progressing on the Town Hall renovations. On the rear of the building, approximately 50 sheets of plywood were replaced, due to water damage. Brief discussion ensued regarding the installation of the metal roofing.

A response has been received from the Belknap County Commissioners, regarding the LRMFA budget. Town Administrator Dunn will be presenting this information to the Budget Committee, also.

The HealthTrust is seeking applications for membership to their Board of Directors and Town Administrator Dunn would like to put his name in for consideration, to be able to represent the Town. The Board concurred for him to do so.

**13.0 Next Meeting** – Wednesday, November 6, 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 October 23, 2013 meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Gus Benavides  
Clerk