

## **GILFORD BOARD OF SELECTMEN'S MINUTES**

**January 11, 2006**

**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, January 11, 2006 at 3:00 p.m. at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Chairman Alice H. Boucher, Dennis J. Doten and Kinney O'Rourke. Also present was Town Administrator Evans E. Juris, Assistant Town Administrator/Finance Director Debra Shackett and Administrative Secretary Sandra J. Bailey.

- 1.0 PLEDGE OF ALLEGIANCE - The Selectmen recited the Pledge of Allegiance.
- 2.0 REVIEW/APPROVAL OF MINUTES – The Board of Selectmen approved the regular minutes of the Selectmen's meeting of December 16, 2005 and the regular and non-public minutes of the Selectmen's meeting of December 28, 2005.
- 3.0 PUBLIC INPUT – There was no public input provided.
- 4.0 APPOINTMENTS
  - 4.1 Eliza Leadbetter - Ms. Leadbetter was unable to appear at today's meeting. She will be re-scheduled for the January 25, 2005 Selectmen's meeting.
  - 4.2 Denise Morrissette – Town Clerk/Tax Collector Denise Morrissette requested authorization from the Board of Selectmen to hire Danielle Lafond as Assistant Town Clerk/Tax Collector at Labor Grade 3, Step 1 @ \$12.00 per hour, contingent upon the results of a criminal background check. Kinney O'Rourke moved to authorize the hiring of Danielle Lafond, contingent upon the results of a criminal background check. Dennis Doten seconded. Motion carried.
  - 4.4 Captain Kevin Keenan – The Gilford Police Department has received a two hundred (\$200.00) dollar donation from Laconia Savings Bank for the D.A.R.E. program. Kinney O'Rourke moved to accept the donation. Dennis Doten seconded. Motion carried.
- 5.0 NEW BUSINESS
  - 5.1 Laconia Airport Authority – Town Administrator Juris advised the Board of Selectmen that he included recent correspondence from the Laconia Airport Authority on their agenda so that they would be aware of the two NH DES permits that will be required for the Airport Improvement Plan. Selectmen Doten inquired as to the location of the on-site mitigation. Following brief discussion, it was the consensus of the Board that they would like Diane Cooper, Laconia Airport Manager and Steve Smith of Steven J. Smith & Associates, to attend the January 25, 2006 Selectmen's meeting to discuss the project. Town Administrator Juris will request their attendance.
  - 5.2 Jamcanam, Inc. - Kinney O'Rourke moved to approve an exotic dancing permit for the period of January 22, 2006 to February 21, 2006. Dennis Doten seconded. Motion carried.
- 4.0 APPOINTMENTS (Con't.)
  - 4.3 Sheldon Morgan - DPW Director Sheldon Morgan was in attendance to provide the Board with an update on the bridge posting situation. He provided the Board with a brief overview of the reports received from the NH DOT last week regarding the Silver Street Bridge and Hoyt Road Bridge. He further stated that these two bridges

have been progressively deteriorating and some of the current problems are due to the October floods. The recommendation for both bridges is now a weight limit of ten (10) tons.

Mr. Morgan has advised Lyman Construction of the situation and the Town Administrator has issued a press release regarding the weight limit. Further discussion ensued regarding the method and cost of repairs. Director Morgan provided Board members with additional reports on other Gilford bridges. As far as the Silver Street Bridge and Hoyt Road Bridge, he will contact FEMA to determine if the current status of these two bridges is the result of the October storms. If so, he will seek federal reimbursement.

Discussion ensued on the State's definition of "red listing" a bridge. Sheldon Morgan advised the Board that the red list basically indicates that a bridge is not certifiable. Kinney O'Rourke asked if the Town is in a position to deal with these repairs with the 2006 budget. Mr. Morgan provided possible scenarios for the repairs and in closing, stated that he felt it could be handled with the 2006 budget.

Town Administrator Juris advised the Board that the wording of the warrant article for the bridge repair will be done in such a way that the Board of Selectmen would be agents for the withdrawal of funds. Sheldon Morgan stated that he would keep the Board up-to-date on the bridge situation.

4.4 Captain Kevin Keenan – At this time, Captain Keenan introduced K-9 Officer Dustin Parent and his dog, Agbar, to the Board. Officer Parent provided the Board members with an overview of Agbar's training and skills. He then provided a brief demonstration of Agbar's abilities in searching for drugs and apprehending a suspect. The Board commended Officer Parent and Agbar and thanked him for the demonstration.

## 6.0 OLD BUSINESS

6.1 Community Action Program – Sheldon Morgan reported that through the Belknap County Community Action program, a part-time receptionist has been hired for the Department of Public Works. Mr. Morgan provided background on the employee, Phyllis Weston, and is very happy with her work so far.

6.2 Town Report Update – Town Administrator Juris provided an update on the status of the Town Report. He stated that at this time, he needs a decision on which photograph to use on the cover. After brief discussion, the consensus of the Board was to select photo #2. A description of the photograph will be printed on the inside front cover

6.3 Warrant Article Recommendation – Town Administrator Juris provided an explanation of how the Budget Committee voted on the Capital Reserve Funds. He stated that they recommended \$60,000 for the Ambulance Capital Reserve Fund and \$17,000 for the Highway Capital Reserve Fund. They did not recommend any money for a Technology Capital Reserve Fund because they felt that these needs could be handled in the regular budget.

Town Administrator Juris then asked the Board whether or not they would like to concur with the Budget Committee's recommendations on these issues or use their original recommendations. After brief discussion, Kinney O'Rourke moved to make the Board of Selectmen's recommendations the same as the Budget Committee's recommendations. Dennis Doten seconded. Motion carried.

Town Administrator Juris then provided a summary of the proposed Warrant Articles. The Warrant Article concerning the proposed police facility will need to be worded differently than originally proposed since the Budget Committee did not recommend it.

## 7.0 SIGNATURES

Signed 12/19/05  
Payroll Check Register

Signed 12/22/05  
Accounts Payable Manifest

Signed 12/27/05  
Payroll Check Register  
Abatement - 244-003.000  
Veteran's Tax Credit – 213-061.000

Signed 12/28/05  
Veteran's Tax Credit – Southworth, Burns and Dublin  
Surviving Spouse Veteran's Tax Credit – Hutchins

Signed 12/29/05  
Abatement – Bruno – 223-404.000  
Payroll Check Register  
Accounts Payable Manifest

Signed 1/4/06  
Notice of Lien – 213-088.012  
Payroll Check Register

Signed 1/5/06  
Payroll Check Register

Signed 1/10/06  
Change of Status – Stevens, Colcord, Bredbury and O'Neil

Signed 1/11/06  
Veteran's Tax Credit – 223-541.703  
Abatement Denials – Marina Bay Storage – 223-585.004-007, 009-013, 016-019 and  
022-026  
Certificate of Yield Tax Assessed – 210-028.000  
Certificate of Yield Tax Assessed – 211-039.000  
Timber Tax Levy – 211-039.000

## 8.0 SELECTMEN ISSUES

Kinney O'Rourke requested a cash report for the year ending 12/31/05.

## 9.0 ADMINISTRATOR'S REPORT

9.1 Town Meeting/SB-2 Dates – Town Administrator Juris reviewed various meeting dates for the Board. He also advised them that a meeting would be set up with the Moderator prior to Town Meeting.

9.2 Route 11C/Civil Defense Site – Town Administrator Juris provided an update on the work that has been accomplished in cleaning up the site. He also stated that the project has been suspended until the snow is gone.

9.3 Floating Holiday – Assistant Town Administrator Debra Shackett asked the Board if the 2006 floating holiday would be designated as the day before or after Christmas, or if it would be available for employees as a Floating Day. Kinney O'Rourke moved to leave the 2006 Floating Holiday undesignated and allow employees to take a Floating Day. Dennis Doten seconded. Motion carried.

9.4 Sewer Abatement – Assistant Town Administrator Debra Shackett provided brief background information on a request for a sewer abatement from Mr. and Mrs. Brouillard. They were incorrectly advised that they did not need to pay a disputed sewer bill, and since a lien has been placed on their property, it needs to be abated. Kinney O'Rourke moved to grant an abatement. Dennis Doten seconded. Motion carried.

9.5 Non-Public Session – RSA 91-A:3 (a) (c) (e) - The Board of Selectmen on a roll call vote entered Non-Public Session at 4:25 p.m. Present were Selectmen Alice Boucher, Dennis Doten and Kinney O'Rourke, Town Administrator Evans Juris and Assistant Town Administrator/Finance Director Debra Shackett.

While in Non-Public Session, the Board of Selectmen discussed personnel matters and legal matters. While in Non-Public Session, no action was taken.

The Board exited Non-Public Session at 5:26 p.m.

10.0 NEXT MEETING – January 25, 2006 at 3:00 p.m.

11.0 ADJOURNMENT – With no further business before the Board, the Board of Selectmen's January 11, 2006 meeting was adjourned at 5:26 p.m.

Respectfully submitted,

Sandra J. Bailey  
Administrative Secretary