

GILFORD BOARD OF SELECTMEN'S MEETING

April 5, 2006

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, April 5, 2006 at 3:00 p.m. at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Chairman Dennis J. Doten, Alice H. Boucher, and Connie Grant. 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 and non-public minutes of the March 20, 2006 and March 22, 2006 Selectmen's meetings and the regular minutes of the Selectmen's March 23, 2006 meeting.

3.0 PUBLIC HEARINGS

3.1 2006 ASSISTANCE TO FIREFIGHTERS GRANT

Chief Hayes provided a brief review of the 2006 Assistance to Firefighters Grant. He stated that this hearing was continued from March 22, 2006. The final figures presented by Chief Hayes were \$45,536.00 for the grant and \$2,276.80 for the local matching requirement.

The public hearing was closed at 3:10 p.m.

Alice Boucher moved to authorize the Gilford Fire Department to apply for a 2006 Assistance to Firefighters Grant in the amount of \$45,536.00 for a commercial washer/extractor, exercise equipment and aircraft rescue firefighting training. Connie Grant seconded. Motion carried.

3.2 MEADOWBROOK FARM

Bob and RJ Harding were in attendance to explain their proposed Special Events during May, June and July 2006. Bob Harding provided an updated plan for the Board, indicating what areas would be affected by the expanded vendor area. Discussion ensued with the Board members regarding the anticipated attendance of the Motorcycle Week event.

Selectman Boucher inquired about law enforcement during Motorcycle Week. Bob Harding stated that they have met with Police Chief Markland regarding this issue. He further stated that Meadowbrook does have their own security personnel and also hires additional personnel from a private security firm. Both Harding indicated that since this is the first year for the event, they are not sure of what the attendance will be.

Fire Chief Jim Hayes stated that his only concern was to make sure that access lanes are delineated for emergency vehicles. Police Chief John Markland provided an overview of the police staffing requirements during Motorcycle Week. He stated that two officers may be assigned there during the day, but as far as the evening concerts are concerned, they will be staffed as they normally are.

Town Administrator Juris inquired about the length of time for the Motorcycle Week event, citing the Town Ordinance that limits Special Events to four days. Bob Harding stated that the attractions will be Wednesday through Saturday, with two days prior for setup and one day after (Sunday) for teardown. Town Administrator Juris reiterated his position that the event could only be held for four days and there would be no attractions on Sunday. He also advised the

Hardings that they would need to obtain an Entertainment Permit from the Town.

Discussion ensued on the curfew for music. Town Administrator Juris asked for confirmation that all musical performances would be over by 11:00 p.m. Bob Harding felt that they should be able to have music inside the conference center after 11:00 p.m. After more discussion, the consensus of the Board was that no outdoor music, either in the pavilion or the tent, would be permitted after 11:00 p.m.

Mr. Harding also confirmed that no camping would be permitted on Meadowbrook property.

The public hearing was closed at 3:25 p.m.

Alice Boucher moved to grant a Special Events permit for Meadowbrook Farm for May 26-29 Craft Fair; June 13-18 Bike Bash; and July 1-4 Craft Fair. Connie Grant seconded. Motion carried.

4.0 PUBLIC INPUT – There was no public input provided.

5.0 APPOINTMENTS

5.1 Doug Hill and Dean Clark

Attorney Doug Hill was in attendance to update the Board on the final survey plans for the Town forest. He also reviewed the McLaughlin Conservation Easement, which is being gifted to the Town.

Attorney Hill advised the Board that a portion of the Tiger Lift at Gunstock is encroaching onto Town land. He suggested a warrant article at 2007 Town Meeting to allow the Town to transfer the land to the County. He will discuss this matter with Town Administrator Juris to determine how this boundary line adjustment should be handled. He also suggested that Town Counsel provide a technical review of the proposed conservation easements to the Weeks Forest.

Selectmen Doten told Attorney Hill how much the Board appreciates his efforts and those of Dean Clark on this project.

Attorney Hill also stated that it has been determined that the Murakami's have posted their property onto Town land. Town Administrator Juris will write a letter to them regarding this issue.

5.2 Chief John E. Markland

Chief Markland was in attendance seeking the Board's authorization to purchase two new police vehicles. He stated that he has received two bids, one from Irwin Motors and one from Meredith Ford. Assistant Town Administrator/Finance Director Debra Shackett stated that there would be no cash flow problem at the time the cruisers would be delivered, by either dealership.

Connie Grant moved to authorize the purchase of two (2) 2006 Ford Crown Victoria police vehicles from Meredith Ford, not to exceed \$23,648.60 for each vehicle. Alice Boucher seconded. Motion carried.

5.3 Sheldon Morgan – Director of Public Works

Director Morgan was in attendance to discuss truck repairs. He suggested that this issue be moved to the Non-Public Session. Town Administrator Juris informed him that it could only be moved to Non-Public Session if he intended to discuss a personnel matter. Director Morgan stated that he did not intend to discuss a personnel matter, so the issue was discussed in the Public Session.

Director Morgan provided a brief review of his recent memo to the Board of Selectmen regarding repair options for Truck #12. He also explained how maintenance is performed on the truck and how the truck is used. He further stated that the manner in which the truck is used (hauling the rake and tag broom) contributes to problems with the air filtering system. The truck is not 4-wheel drive and is not used for plowing.

Lengthy discussion ensued regarding how the damage to the engine occurred. Sheldon Morgan stated that he has a difference of opinion with Irwin Motors as to why the damage occurred, with Irwin's suggesting that the damage was due to negligence. Town Administrator Juris stated that Irwin's is willing to reduce their estimate for repairs to \$7,400, which will include a 24 month warranty. He is recommending that the Board authorize Irwin Motors to make repairs to Truck #12.

Director Morgan explained that there have been times when the air filter has been changed, without documentation. He further stated that they will be more diligent with their repair records.

Connie Grant moved to authorize repair Option #1, not to exceed \$7,400.00, for Irwin Motors to perform the required service work on Truck #12. Alice Boucher seconded. Motion carried.

6.0 NEW BUSINESS

6.1 Route 11-A Speed Zone – Town Administrator Juris informed the Board of Selectmen that this situation has come up in past, requesting a reduction in the speed limit on a portion of Gilford Avenue to 35 mph. He further stated that he will speak with Mark Morrill of the NH DOT regarding this request. The Board tabled this item to the April 19, 2006 Selectmen's meeting.

6.2 Habitat for Humanity –Town Administrator Juris provide a brief overview of this request for a walk-a-thon on Saturday, May 6, 2006.

Alice Boucher moved to authorize the annual Habitat for Humanity Walk-a-thon from 8:30 a.m. to 12 noon on Route 11-A, Gunstock Hill Road, Morrill Street and Stone Road, subject to the obtaining of all State required permits and review by the Gilford Police Department. Connie Grant seconded. Motion carried.

6.3 Sewer Abatement Requests – Assistant Town Administrator Shackett provided an explanation of two (2) abatement requests:

1. Ludwig – This concerns an abatement request for a portion of the 2003 and 2004 sewer invoices. Debra Shackett recommended denial of the request, due to the fact that our Ordinance states that if the meter is not working, we will bill on an estimated reading based on prior usage. She further stated that this is how the customer was billed, who was aware that the meter was not working.

Alice Boucher moved to deny the request for abatement. Connie Grant

seconded. Motion carried.

2. Grape Hill Associates – Assistant Town Administrator Shackett stated that this property had a documented water leak, which caused excessive usage. She recommended granting an abatement based on seven years history. Connie Grant moved to grant an abatement for \$1,326.60 + interest for Grape Hill Associates. Alice Boucher seconded. Motion carried.

6.4 St. Baldrick's Event – Deputy Fire Chief John Beland, representing St. Baldrick's Foundation, was in attendance to ask the Board to proclaim Saturday, June 3, 2006 as St. Baldrick's Day – Gilford. He provided the Board with an overview of the foundation and the activities involved in their fundraising. He also requested permission to hang posters in Town buildings and invited a member of the Board of Selectmen to do a proclamation on that day.

Alice Boucher moved to proclaim Saturday, June 3, 2006 as St. Baldrick's Day – Gilford and to grant permission for posters to be hung in Town buildings. Connie Grant seconded. Motion carried.

6.5 Gilford Drinking Water Protection Committee - Chairman Charles Boucher requested that the Board of Selectmen appoint Steve Nix to the committee. Mr. Boucher stated that he feels that Attorney Nix will be an asset to the committee. He further stated that one member of the committee has not attended meetings in 2005. Town Administrator Juris asked for a list of the committee, noting who has not been attending.

Alice Boucher moved to appoint Steve Nix to the Gilford Drinking Water Protection Committee. Connie Grant seconded. Motion carried.

6.6 Live Entertainment Permit – Patrick's Pub & Eatery – Town Administrator Juris advised the Board that an application for a Live Entertainment Permit has been received from Patrick's Pub & Eatery. He further stated that all of the required documentation has been received and asked the Board to authorize him to sign the permit.

Alice Boucher moved to approve a Live Entertainment Permit for Patrick's Pub & Eatery and authorized the Town Administrator to sign this permit and future permits. Connie Grant seconded. Motion carried.

7.0 OLD BUSINESS

7.1 Appraisal Clerk – Town Administrator Juris asked the Board of Selectmen to re-affirm their authorization poll of March 23, 2006 to appoint Melinda Ferreira as a full-time appraisal clerk, changing her status from part-time (30 hours to 40 hours). Connie Grant moved to re-affirm their authorization poll of March 23, 2006 to appoint Melinda Ferreira as a full-time appraisal clerk, changing her status from part-time (30 hours to 40 hours). Alice Boucher seconded. Motion carried.

7.2 Facility Planning Committee – Town Administrator Juris reviewed some of the options that are available for this committee. Alice Boucher stated that she is opposed to Option #4, which would totally replace the Committee or postpone the plan indefinitely.

Dennis Doten suggested that members of the Committee attend a Selectmen's meeting to discuss this, either on April 19th or at one of the May meetings. Town Administrator Juris advised the Board that there are no funds available in the 2006 budget for the

Facility Planning Committee.

7.3 Dunbar Drive – DPW Director Sheldon Morgan explained the situation with Dunbar Drive, since Dave Whitten has subdivided property located in both Gilford and Laconia. He stated that there needs to be an agreement between Gilford and Laconia relative to sewage service and winter maintenance. He proceeded to explain the two draft agreements he has proposed. He further stated that although there is other shared responsibility on roads located in both Gilford and Laconia, that this agreement would be more detailed.

Brief discussion ensued on Town Counsel review and who would pay for the legal costs. Since Mitchell & Bates represents both Gilford and Laconia, outside counsel will be retained for the review. Alice Boucher moved that the cost of the legal review be paid by the developer. Connie Grant seconded. Motion carried.

8.0 SIGNATURES

Signed 3/15/06
Payroll Check Register

Signed 3/16/06
Accounts Payable Manifest

Signed 3/17/06
Accounts Payable Manifest
Abatement – 208-023.000 – McGowan & LaBranche

Signed 3/21/06
Payroll Check Register
Accounts Payable Manifest

Signed 3/22/06
Accounts Payable Manifest

Signed 3/23/06
Accounts Payable Manifest
Appointment – Kinney O'Rourke – Planning Board Alternate

Signed 3/26/06
Change of Status: Andrews, Aselton, Poole, Latosek and Thompson

Signed 3/27/06
Abatement – Decelle
Withdrawal - \$600 from Rowe House to Karen Saunders
Letter Accepting Resignation from Bob Marden
Payroll Check Register

Signed 3/28/06
Accounts Payable Manifest

Signed 3/30/06
Jesseman – Veteran's Tax Credit – 201-009.033

Accounts Payable Manifest

Signed 3/31/06

Sewer Warrant - \$101.90

Signed 4/1/06

Change of Status – Craver, Hopkins, Horan, Morgan

Signed 4/3/06

Lien – 213-091.000 - Elliott

Abatement – 213-013.015 – Baldwin

Signed 4/4/06

Certification of Yield Taxes Assessed – Mescon – 225-040.000

Certification of Yield Taxes Assessed – Sleeper – 202-045.300

Signed 4/5/06

Intent to Cut – 232-002.001 – Andrew P. Sanborn Farm LLC

Spooner – Veteran’s Tax Credit – 263-003.000

Duquette – Veteran’s Tax Credit – 224-046.029

Weeks – Veteran’s Tax Credit – 228-072.000

Tax Collector’s Warrant – 232-002.001 – Andrew P. Sanborn Farm LLC

Grape Hill Associates – Sewer Abatement – 201-009.000

Change of Status – Ferreira

9.0 SELECTMEN’S ISSUES

Selectman Grant stated that she would like to look into the costs for Motorcycle Week. Town Administrator Juris stated that he will have Planning Director John Ayer look into what other town and cities are charging.

Selectman Boucher encouraged the Board to accept the invitation of the Laconia Airport Authority to have a tour of their facilities. She will contact Diane Cooper for some possible dates.

10.0 ADMINISTRATOR’S REPORT

10.1 Project Update – Town Administrator Juris advised the Board that the Performance Based Evaluations have come into effect on April 1, 2006.

He also stated that he will work on Town Policy updates with two Department Managers.

10.2 Training Grant – Connie Grant moved to accept a grant from NH Police Standards and Training in the amount of \$1,000.00 to be utilized as training to send Sgt. Dana C. Farley to the Roger Williams University Command Training Series First Line Supervisor’s Course in Portsmouth, Rhode Island from April 16, 2006 through April 28, 2006. Alice Boucher seconded. Motion carried.

10.3 Lake Winnepesaukee Relay Race – Town Administrator Juris informed the Board that a request has been received from the North Medford Club to sponsor the Lake Winnepesaukee Relay Race on Saturday, September 23, 2006. The Club has asked that a letter be accepted in place of their appearance

before the Board of Selectmen. It was the consensus of the Board to schedule a public hearing for Wednesday, April 19, 2006 and if there are any concerns, the public hearing may need to be continued and a member of the club be present.

At this time, before entering Non-Public Session, Attorney Doug Hill asked to make a brief statement of the status of the Bean property and Persons property.

10.4 Non-Public Session – RSA 91-A:3 II (c) (e) – The Board of Selectmen on a roll call vote entered Non-Public Session at 5:10 p.m. Present were Selectmen Dennis Doten, Alice Boucher and Connie Grant, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

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

The Board exited Non-Public Session at 5:50 p.m.

11.0 NEXT MEETING – April 19, 2006 at 3:00 p.m.

12.0 ADJOURNMENT – With no further business before Board, the Board of Selectmen's April 5, 2006 meeting was adjourned at 5:52 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary