

GILFORD BOARD OF SELECTMEN'S MEETING
December 19, 2007
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, December 19, 2007, at 2:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Chairman Alice H. Boucher, Connie Grant and Gus Benavides. Also present were Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Temporary Administrative Secretary Stephanie Verdile Philibotte.

1.0 Pledge of Allegiance – The Selectmen recited the Pledge of Allegiance.

Chairman Boucher announced this is the first meeting being recorded for public Television.

2.0 Review/Approval of Minutes – The Board of Selectmen approved the regular and non-public minutes of the Selectmen's meeting of Wednesday, November 28, 2007/November 14, 2007; (regular and non-public) and December 5, 2007 Selectmen/FPC Meeting.

FPC Police building update- Peter Stewart- - He recommended the Board of Selectmen re- negotiate with the low bidders based on the start date for construction to begin in June 2009. He explained the non-related construction costs as contingency costs for overruns, the radio dispatch system and other construction soft costs. He said there is enough information with the bids submitted that \$1.75 million should be an adequate amount to complete the project. He added that cost would not include the geothermal heating system.

G. Benavides spoke about the Board of Selectmen's commitment on having the facility built.

Discussion ensued about construction costs and P. Stewart explained if costs were to be capped at \$1.5 million, they would loose construction quality in the building. He said what is proposed now for the building would meet the needs of the Police Department, anything less and the building would suffer.

C. Grant asked about the costs for proposed phasing of the geo-thermal system. P. Stewart said they could request a proposal for the initial costs, operational costs and what the payback to the Town could be. He said they should be able to get those numbers without paying to go through the full design process.

Chairman Boucher asked if obtaining a Construction Management Contract is something they should consider. P. Stewart explained how it would work and said the Town may not need a construction manager.

The Board thanked P. Stewart for all his time and effort he has put into this project.

Chairman Boucher announced the Board would go into Non-Public Session.

Non-Public Session-RSA 91-A:3 II (a) (c)

The Board of Selectmen on a roll call vote entered into Non-Public Session at 2:15 p.m. Present were Selectmen Alice Boucher, Connie Grant and Gus Benavides, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Temporary Administrative Secretary Stephanie Verdile Philibotte.

While in Non- Public Session, the Board discussed personnel issues. While in Non Public Session, no action was taken.

The Board exited Non-Public Session at 2:57 p.m.

Chairman Boucher announced the Board would begin the Public Hearings.

3.0 Public Hearings

- 3.1 Farmers' Market-** Carol Anderson gave a brief presentation explaining the proposed Farmer's Market to be located in the Patrick's parking lot. They plan to begin on Saturday July 5, 2008 and run through September 20, 2008 from 9:00 a.m. to 12:00 noon.

Chairman Boucher opened the hearing for public input. Being none she closed the public hearing.

Motion made by Selectmen Grant, seconded by Selectman Benavides, to approve the application for the proposed Farmer's Market to be located in the Patrick's parking lot to begin on Saturday July 5, 2008 and run through September 20, 2008 from 9:00 a.m. to 12:00 noon. Motion carried with all in favor.

- 3.2. Timberman Triathlon-** Keith Jordan gave a brief presentation to request the Town authorize the Timberman Triathlon for the dates: August 22 and 23, 2009; August 21 and 22, 2010; and August 20 and 21, 2011.

Discussion ensued about the proposed dates for the triathlon interfering with Gilford Old Home Day. Chairman Boucher asked K. Jordan to meet with Herb Greene, Parks and Recreation Director, to discuss the dates of the future Old Home Days. K. Jordan agreed.

Selectman Benavides said the events are very well run and he has heard good reports from the event and that it has been successful.

Selectman Grant asked if there have been any safety issues with the event. E. Juris said the Timberman personnel and the Gilford Police work very closely and there have not been any problems with this event.

Chairman Boucher opened the hearing for public input. There being none she closed the public hearing.

Motion made by C. Grant, seconded by G. Benavides, to approve the request for the 2008 Timberman Triathlon event for August 16 and August 17, 2008 and that the dates for 2009, 2010, 2011 not interfere with Gilford Old Home Day. Motion carried with all in favor.

4.0 Appointments

- 4.1. Land Conservation Task Force** – Land Conservation Task Force member Steve Nix, gave a brief update to the Board regarding the final paperwork for the Bean Conservation Easement.

Mike Gould, attorney representing the Bean family, explained he has the final paperwork for the easement and has the prepared documents for the Town of Gilford to sign.

Selectman Grant asked about wording that had to be changed and pages would be added after the easement was signed. M. Gould said there were a few technical errors and formatting issues but they have been resolved.

Selectman Benavides thanked the entire Gilford Conservation Commission, Everett McLaughlin, the Bean family and all the attorneys involved for making this gift to the Town of Gilford possible.

Chairman Boucher thanked the Bean family for their hard work and patience and said it is a tremendous gift for the Town of Gilford.

The Selectmen and the Bean family signed the final documents for the Saltmarsh Pond Conservation Easement.

- 4.2. Gilford Community Church** – Driveway Waivers- Peter Howard of Steve Smith & Associates, representing the Gilford Community Church, gave a brief presentation explaining the waiver request and the proposed shared driveway between the Community Church and new Gilford Public Library.

Selectman Grant spoke in favor of having the shared driveway. S. Morgan, Director of Public Works, reviewed the project and agrees with having one curb cut and granting the waiver request.

Motion made by Selectman Grant, seconded by Selectman Benavides, to grant the waiver request from the Minimum Road Standards, Revised February 1, 2006 section #18 and grant a waiver for the maximum width of 20' for a driveway be increased to 24' for the shared driveway. Motion carried with all in favor.

5.0. New Business

- 5.1 School District Storage at Fire Station-** Town Administrator Juris explained the Fire Department is asking the Board to notify the School District to make arrangements to remove their records from the Fire Department because the town is installing a new set of stairs and the storage area needs to be re-designated and is needed of Fire Department Town storage.

Motion made by Selectman Benavides, seconded by Selectman Grant, to notify the School Department to remove their records from storage in the Fire Department within the next 90 days. Motion carried with all in favor.

- 5.2. **Ambulance Rates** – E. Juris explained Chief Hayes is recommending the ambulance service billing rate be increased effective January 1, 2008, to the Medical National Rate plus 23%, as allowed in the New England area. The last time the rates were increased was 2006. ATA D. Shackett also recommended to rate increase.

Motion made by Selectman Benavides, seconded by Selectman Grant, to raise the Ambulance Rates effective January 1, 2008 as proposed by Chief Hayes. Motion carried with all in favor.

- 5.3. **Town Report-** Town Administrator Juris explained the three bid proposals for the printing of the 2007 Town Report. The proposals included two new vendors. He explained S. Bailey has recommended the Town maintain the contract with Wharf Industries based on their past performance and proximity to Concord.

Selectman Benavides asked about going with the highest bidder. Town Administrator Juris explained the Town of Gilford has worked with Wharf Industries for many years and has a good working relationship with the company. However, with the submission of the latest bid proposals Whitman Communications submitted the lowest bid.

Motion made by G. Benavides, seconded by C. Grant, to award Whitman Communications, Inc the printing of the 2007 Town Report. Motion carried with all in favor.

- 5.4. **Appraisal Services-**The Board of Selectmen discussed approving the contract with Corcoran Associates for the 2008 year at an amount not to exceed \$140,000.00.

Motion made by Selectman Benavides, seconded by Selectman Grant, to approve the contract with Corcoran Associates for the 2008 year at an amount not to exceed \$140,000.00 unless authorized by the Board of Selectmen. Motion carried with all in favor.

- 5.5. **Interest Abatement-** TC/TC Denise Morrissette requested the Board abate the amount of \$14.19 in interest on a water bill to Ronald and Linda O'Bara of 45 Cumberland Drive due to a clerical error in her Department.

Motion made by Selectman Grant, seconded by Selectman Benavides, to abate the amount of \$14.19 in interest on a water bill to Ronald and Linda O'Bara. Motion carried with all in favor.

- 5.6. **Validation Printers-**D. Morrissette explained the request to purchase six (6) validation printers needed in 2008 to begin the on-line services with the State of NH DMV.

Selectman Benavides clarified six printers would be needed and D. Morrissette said yes. He asked why the request is coming from the IT Budget and not the Town Clerk Budget. She said because it is a request for technical equipment.

The Board thanked her for explaining the need for the printers.

Motion made by Selectman Benavides, seconded by Selectman Grant, to recess for 5 minutes. Motion carried with all in favor.

- 5.7. CIP-2008-** Larry Routhier, CIP member, explained the CIP process and the proposals that they have prepared for 2008.

Motion made by Selectman Benavides, seconded by Selectman Grant, to accept the CIP proposals for 2008. Motion carried with all in favor.

- 5.8. Floating Holiday-2008-** Recommendation to set the 2008 Floating Holiday as Friday December 26, 2008.

ATA D. Shackett explained Christmas Day 2008 is a Thursday and suggested the Board designate the Floating Holiday is used on Friday, December 26, 2008. Selectman Benavides asked if that meant that Town Hall would be open on Christmas Eve. The answer was yes Town Hall would be open from 8-5 on Christmas Eve 2008.

Motion by Selectman Grant, seconded by Selectman Benavides to authorize the Floating Holiday is used on December 26, 2008. Motion carried with all in favor.

- 5.9. Outside Agency Funding-** Town Administrator E. Juris explained the Board would have to vote to either recommend or not recommend to support the funding of the articles separately.

Chairman Boucher spoke about agreeing to list the warrant articles separately so voters can choose what they want to fund. Selectman Grant agreed. Selectman Benavides explained it is not a question of the agencies not worthy to be funded and said they provide valuable services to the town. He said the issue is should the taxpayers support these services. He agrees they should be placed on the ballot separately.

Motion made by Selectman Benavides, seconded by Selectman Grant, to list the Outside Agency Funding Warrant Articles separately as originally proposed in the 2008 Budget and that the Board of Selectmen recommend supporting the funding for the articles.

Discussion on the motion.

Selectman Grant would like to review the Outside Agencies. Assistant Town Administrator Shackett reviewed the seven agencies proposed for individual warrant articles as follows: Community Health and Hospice, Lakes Region Child Services, Community Action Program, New Beginnings, Genesis, Youth Services and the Red Cross.

Discussion ensued about the Selectman meeting before the Budget Committee meets in order to prepare their recommendations regarding the separate warrant articles for funding for the Outside Agencies.

Selectman Benavides amended the motion to table the Selectmen's recommendation for to support funding Outside Agencies until they meet again to review the agencies. Selectman Grant seconded the amended motion. Motion carried with all in favor.

- 5.10. Lakes Business Park Board of Directors-** Town Administrator Juris explained there is confusion on the name and recommends the name be changed. He said there is support from the members for the name change

Motion made by Selectman Benavides, seconded by Selectman Grant, to change the name to Lakes Business Park Commission. Motion carried with all in favor.

- 5.11. Tom Mullen-** Mr. Mullen explained a proposed petition warrant article to fund an outside agency. He is proposing to request monies to create a new Sailing Center at Ellacoya State Park designed to have sailing lessons and promote sailboat racing.

Selectman Grant agrees the program is a worthy one but explained they have worked hard to trim the Budget and even though this is a great program, she is not in favor of the Selectmen supporting the warrant article. She does support having it be a petitioned article.

Selectman Benavides is in favor of the Selectmen supporting the warrant article. He supports the proposed program and the SB2 concept and process and approves the warrant article being put forth to the voters.

Town Administrator Juris does not recommend the Selectmen support this petitioned article. He said they denied another applicant that requested to submit a warrant article for 2007 and because the majority of the Budget process had been completed the applicant was told they could submit in 2008. He questioned the Selectman supporting a recreational petitioned warrant article versus warrant articles that assist families the Selectmen have to make recommendations for.

Discussion ensued and T. Mullen will prepare a petitioned article for the January 8, 2008 deadline.

6.0 Old Business-

- 6.1. Winnepesaukee River Basin** – Town Administrator Juris explained the STAG Grant in the amount of \$3.75 million for the upgrade to the Franklin Wastewater Treatment Facility.

Motion made by Selectman Grant, Seconded by Selectman Benavides, to confirm telephone poll of 12/4/07 to write a letter of support for the STAG Grant in the amount of \$3.75 million for the upgrade to the Franklin Wastewater Treatment Facility. Motion carried with all in favor.

- 6.2. Recreation Hires**- Town Administrator Juris asked the Selectmen to re-affirm appointments of 12/10/07 as follows, Richard Labarre-Ice Rink Attendant- \$8.00/hour; Steven Powell-Ice Rink maintenance- \$10.00/hour; contingent upon criminal background check.

Motion made by Selectman Grant, seconded by Selectman Benavides, to confirm telephone poll of 12/10/07 for the Recreation Hires as follows: Richard Labarre-Ice Rink Attendant- \$8.00/hour; Steven Powell-Ice Rink maintenance- \$10.00/hour; contingent upon criminal background check. Motion carried with all in favor.

- 6.3 CRSW/RRC Representatives**- Town Administrator Juris asked the Selectmen to re-affirm the authorization of Sheldon Morgan as the primary representative and D. Muzzey as an alternate.

Motion made by Selectman Benavides, seconded by Selectman Grant, to confirm telephone poll of 12-10-07 authorizing Sheldon Morgan as primary representative and D. Muzzey as an alternate.

- 6.4 Gilford Energy Committee**-Patrick McKenna, representing the Energy Committee, thanked Administrative Secretary Sandy Bailey and Town Administrator Evans Juris for allowing the Committee to present this proposed warrant article on such short notice. He is requesting the Selectmen support the warrant article they are proposing to establish a tax exemption on residential properties in the amount of the assessed value that have installed a renewable-energy system. He explained it could be set up like the Veteran's exemption. He spoke about other communities that have this type of exemption in place and the negative impact is negligible.

ATA Shackett asked for more time to do some research on the effects this type of program can have on the Town of Gilford's revenue.

Chairman Boucher spoke about her concerns this type exemption would have on the Town of Gilford, similar to the Veteran's Exemption when it was first proposed. She is also concerned the Committee is requesting the warrant article when they have not finalized their mission statement for the Selectmen.

Selectman Benavides spoke in favor of the proposal and said this is the type of idea he is looking for, from the Energy Committee.

Selectman Grant also spoke in favor of the Committee's proposal and having the Selectmen recommend its approval as a warrant article. She understands the Town would still have to research this issue but would like to see it placed on the 2008 ballot.

Discussion ensued for when to include this proposal and have it become effective.

Selectman Benavides does not want it to be a petitioned warrant article, he wants it to be a warrant article with the support of the Selectman. Selectman Grant is in favor of it being a warrant article supported by the Selectmen.

Motion made by Selectman Benavides, seconded by Selectman Grant, to have the Board of Selectmen support the warrant article proposed by the Energy Committee for establishing a tax exemption on residential properties in the amount of the assessed value that have installed a renewable-energy system.

Discussion on the motion.

Town Administrator Juris commented he believes more research should be done on this issue before the Board of Selectmen recommends this warrant article.

Chairman Boucher called for a vote on the motion. Motion carried with all in favor.

- 6.5** Assessment Book - Town Administrator Juris explained advertising would fund the book. It would be distributed in the Assessment Guide and circulated within the Advisor, the Citizen newspaper and they will be available at Town Hall. He said the assessments are also available on line for the convenience of the residents.

Motion made by Selectman Benavides, seconded by Selectman Grant, to allow Town Administrator Juris finalize the production and distribution of Assessment Book for 2007. Motion carried with all in favor.

- 7.0** Public Input- There being none Chairman Boucher closed the public input portion.

8.0. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
11/19/07	Abatement Denial	240-097.001
11/19/07	Abatement Denial	240-097.002
11/21/07	Change of Status - Madon	
11/26/07	Accounts Payable Manifest	
11/26/07	Payroll Register	
11/28/07	Tax Collector's Warrant - Sewer Rents	
11/28/07	Accounts Payable Manifest	
11/30/07	Change of Status - Wall	
12/03/07	Payroll Register	
12/03/07	Accounts Payable Manifest	
12/05/07	Abatement - Rheault	252-016.114
12/05/07	Abatement - Seymour	203-065.000
12/05/07	Abatement - Nutter	252-016.264
12/05/07	Abatement - Parkhurst	262-016.704

12/05/07	Certification of Yield Taxes	252-046.000
12/05/07	Certification of Yield Taxes	252-015.000
12/05/07	Accounts Payable Manifest	
12/06/07	Abatement - Galligan	213-038.000
12/10/07	Payroll Register	
12/11/07	Change of Status - Mirabelli	
12/11/07	Accounts Payable Manifest	
12/12/07	Notice of Lien - Merrifield	201-011.010
12/14/07	Change of Status - Tidd	
12/14/07	Abatement - Namay	223-423.000
12/14/07	Abatement - LSP Association	252-016.000
12/17/07	Elderly Exemption - Cyr	224-046.043
12/17/07	2007 Equalization Date Sheets Certificate	

9.0. Selectmen Issues –None at this time

10.0. Administrator’s Report –

10.1 Video Update – Town Administrator Juris introduced Nick Bailey and said he will be videotaping the meetings. He mentioned he would be preparing a press release thanking the businesses that have helped with this project. He also informed the Selectmen that the Library is planning on submitting petitioned warrant article.

10.2. Default Budget 2008 – Assistant Town Administrator Shackett presented the default budget for the Selectmen’s review. She said it is \$95,000.00 less then the Budget Committee’s recommended budget.

Motion made by Selectman Benavides, seconded by Selectman Grant, to accept default budget for 2008. Motion carried with all in favor.

10.3. Encumbrances from 2007 Budget- ATA Shackett presented the proposal a list of encumbrances from the 2007 budget.

Motion made by Selectman Benavides, seconded by Selectman Grant, to encumber the amount of \$149,404.29 in the General Fund. Motion carried with all in favor.

Motion made by Selectman Benavides, seconded by Selectman Grant, to encumber the amount of \$16,000.00 in the sewer fund. Motion carried with all in favor.

Motion made by Selectman Grant, seconded by Selectman Benavides, to authorize the hiring of Nick Bailey to videotape the meetings and be paid at a rate of \$10.00/hour. Motion carried with all in favor.

Chairman Boucher announced the Board would go into Non-Public Session.

Non-Public Session- RSA 91-A:3 II (a) (c)

The Board of Selectmen on a roll call vote entered into Non-Public Session at 5:30 p.m. Present were Selectmen Alice Boucher, Connie Grant and Gus Benavides, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Temporary Administrative Secretary Stephanie Verdile Philibotte.

While in Non- Public Session, the Board discussed personnel issues. While in Non Public Session, no action was taken.

The Board exited Non-Public Session at 6:15 p.m.

11.0 Next Meeting –January 9, 2008 at 3 p.m.

12.0 Adjournment – With no further business before the Board, the Board of Selectmen’s December 19, 2007 meeting was adjourned at 6:17p.m.

Respectfully submitted,

Stephanie Verdile Philibotte
Temporary Administrative Secretary