

GILFORD BOARD OF SELECTMEN'S MEETING
January 9, 2008
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 9, 2008 at 3:00 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 Administrative Secretary Sandra Bailey.

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

Chairman Boucher announced this meeting is being recorded for public access 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, December 19, 2007; and the non-public minutes of the December 5, 2007 and January 7, 2008 Selectmen's meetings.

3.0 Public Hearing

3.1 Right-of-Way Adjustment – Georgie Johnson of Johnson Surveying was in attendance to explain the proposed transfer of Town owned land to Janet Elkin of 42 Alpine Drive, for a right-of-way adjustment. She explained that public hearings have already been conducted by the Planning Board and Conservation Commission, in accordance with State statute.

Chairman Boucher opened the hearing for public input. Being none, she closed the public hearing at 3:05 p.m. The Board of Selectmen's second public hearing will be held on Wednesday, January 23, 2008 at 3:00 p.m.

4.0 Appointments

4.1. Lakes Business Park – Rodney Dyer and Leo Sanfacon, members of the Lakes Business Park Commission, were in attendance to update the Board on some new strategies that they recently learned while attending a meeting with the Department of Resources and Economic Development.

Attorney Dyer provided an extensive presentation on the what factors attract economic development, including a creative labor force, excellent healthcare and schools, cultural opportunities, a favorable housing market, competitive tax rate, proximity to transportation, responsive government and low crime rate. He also stressed the importance of keeping in touch with existing local businesses, who often initiate business expansion in the area.

Other components that were presented by Attorney Dyer included having an accessible contact person within the Town of Gilford, up-to-date communications systems, and receptive Boards and Committees conducting review of new development.

Dr. Sanfacon stressed the importance of have the Town's website as an effective marketing tool. He stated that grants are available for website updates and suggested that the Town incorporate more economic development information on

the Town's website. He stressed the importance of having support from the Board of Selectmen to foster economic development and when funding is needed.

Brief discussion ensued on the possibility of upgrading the website, as well as the projected costs for the upgrade. Attorney Dyer and Dr. Sanfacon provided the Board with examples of websites that are economic development "friendly". Assistant Town Administrator Shackett inquired who will be providing the actual information that would be added to the website for economic development. The Board of Selectmen support the concept of economic development and Town Administrator Juris will look into the matter further.

5.0. New Business

- 5.1 Resignation – O'Connor** – Assistant Town Administrator Shackett stated that Bookkeeper Heidi O'Connor has submitted her resignation as of January 9, 2008.

Selectman Grant moved to accept her resignation with regret. Selectman Benavides seconded. Motion carried.

- 5.2. Resignation – Cassavaugh** – Assistant Town Administrator Shackett stated that Account Clerk Cindy Cassavaugh has submitted her resignation as of January 16, 2008.

Selectman Grant moved to accept her resignation with regret. Selectman Benavides seconded. Motion carried.

- 5.3. Appointment – McMahon** – Assistant Town Administrator Shackett recommended the hiring of Renee McMahon as Account Clerk, at Labor Grade 6, \$15.00 per hour. She stated that she started the position on January 7, 2008 and has been doing very well.

Selectman Benavides moved to hiring Renee McMahon as Account Clerk, at Labor Grade 6, \$15.00 per hour. Selectman Grant seconded. Motion carried.

- 5.4 ZBA Temporary Appointments** –Town Administrator Juris advised the Board that temporary members of the Zoning Board need to be appointed due to conflicts of interest with current members with an upcoming case. Richard Foley, who is a former ZBA member, and Donald Spear, have both agreed to serve.

Selectman Grant moved to appoint Richard Foley and Donald Spear as ZBA members until March 1, 2008. Selectman Benavides seconded. Motion carried.

- 5.5. Cyberton Contract** - The Board was asked to extend the contract with Cybertron for one year, in the amount of \$39,300, subject to legal review.

Selectman Grant moved to extend the contract with Cybertron for a period of one year, subject to legal review. Selectman Benavides seconded. Selectman Benavides inquired about provisions found on Page 3 of the contract that concern having upgrades performed during the day and Cybertron not incurring any liability for non-performance or defective performance.

Town Administrator Juris stated that this language appeared in the previous contract, which was reviewed by Town Counsel. Following brief discussion, the motion carried.

- 5.6. Miles Marine** – Town Administrator Juris briefed the Board on correspondence that was received from Miles Marine regarding a change in their motor vehicle registration. They were concerned that this change would affect their ability to utilize the Glendale launch ramp.

Following brief discussion, the Board concurred that this registration change should not affect their utilizing Glendale.

6.0 Old Business

- 6.1. Facility Planning Committee** – Town Administrator Juris reviewed a memo he recently prepared regarding a meeting with Peter Stewart of Stewart Associates Architects. He stressed the importance of providing funding in 2008 so that the project can continue. Assistant Town Administrator Shackett added that Mr. Stewart feels the Committee was so close – with a good plan and contractor. He did suggest limiting the size of the Committee to four (4) members.

Discussion ensued on providing funding in 2008 and having a complete set of plans prepared, as well as the necessity of having a member of the Board of Selectmen or Town Administration regularly attend FPC meetings. ATA Shackett suggested that any monies be taken from the Undesignated Fund Balance.

FPC Co-Chair Jim Mull felt that the Committee could go forward with the existing plans, subject to some changes in the electrical layout plan. Assistant Town Administrator Shackett stated that in order to proceed with funding in 2008, a warrant article would be necessary. Further discussion ensued on the financial ramifications if Peter Stewart were to choose to not continue as architect for the project.

Selectman Grant moved to place an article in the 2008 warrant to raise and appropriate the sum of \$150,000 to be added to the Police Facility Capital Reserve Fund, to be taken from the Undesignated Fund Balance. Selectman Benavides seconded. Motion carried.

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

The Board of Selectmen on a roll call vote entered into Non-Public Session at 4:27 p.m. Present were Selectmen Alice Boucher, Connie Grant and Gus Benavides, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

While in Non- Public Session, the Board discussed litigation matters. While in Non Public Session, no action was taken.

The Board exited Non-Public Session at 4:40 p.m.

6.2. Outside Agency Funding (Includes 6.3 and 6.5 – Warrant Article Review and Energy Committee Warrant Articles.) The Board discussed all pending matters that pertain to the 2008 Warrant at this time.

The first item discussed was Article 16, which deals with the sale proceeds from land at 43 Potter Hill Road being designated for use at the new library building. Town Administrator Juris explained that the Board has the authority to sell the land, following a public hearing by the Planning Board and Conservation Commission. Selectman Grant expressed concern with an amendment being made at the Deliberative Session that could jeopardize this article. She also wanted to stress that no additional tax dollars will be needed for Article 16.

Selectman Grant moved to place Article 16 on the 2008 Warrant, subject to some minor wording changes. Selectman Benavides seconded. Motion carried.

Assistant Town Administrator Shackett then reviewed the proposed Warrant Article 18 concerning the salary and benefits of the Town Clerk/Tax Collector.

Selectman Benavides moved to place Article 18 on the 2008 Warrant. Selectman Grant seconded. Motion carried.

Selectman Grant moved to recommend Articles 19 – 25, which cover funding for seven (7) outside agencies. Selectman Benavides seconded. Motion carried.

Selectman Grant moved to place Articles 27, 28 and 29 on the 2008 Warrant, all of which pertain to property tax exemptions for alternative energy systems. Selectman Benavides seconded. Motion carried.

Selectman Benavides moved to NOT recommend Article 29, which is requesting \$10,000 to support the Lake Winnepesaukee Sailing Association. Although he considers it a very worthwhile program, he does not feel it should be supported through tax dollars. Selectmen Boucher and Grant agreed that it is a very worthwhile program, but in trying hard to keep a lean budget, the Board cannot support it financially.

Assistant Town Administrator Shackett proceeded to review budget changes:

The stipend for the Town Clerk/Tax Collector needs to be reduced by \$1,123.

The property liability insurance line needs to be increased by \$3,000.

The unemployment compensation line needs to be increased by \$1,200.

The net change for these three items is an increase of \$3,077.

Selectman Grant moved to decrease the stipend for the Town Clerk/Tax Collector by \$1,123. Selectman Benavides seconded. Motion carried.

Selectman Grant moved to increase the property liability insurance line by \$3,000. Selectman Benavides seconded. Motion carried.

Selectman Grant moved to increase the unemployment compensation line by \$1,200. Selectman Benavides seconded. Motion carried.

Following up further on Article 16, concerning the sale of land on Potter Hill Road, Selectman Benavides moved to authorize the Town Administrator to market the property in the most effective manner. Selectman Grant seconded. Motion carried.

Assistant Town Administrator Shackett asked the Board to sign another copy of the Default Budget. The original copy did not include the Sewer Fund.

- 6.4** **Re-affirm Encumbrance of 12/31/07** - Town Administrator Juris asked the Selectmen to re-affirm the telephone poll of December 31, 2007 regarding the encumbrance of \$4,406.90 for a new Dell server.

Selectman Grant moved to re-affirm the telephone poll of December 31, 2007 to encumber funds for a Dell server, in the amount of \$4,406.90. Selectman Benavides seconded. Motion carried.

- 6.6** **Stephen Rabinovitz Request** - Town Administrator Juris advised the Board that an e-mail request has been received from Mr. Rabinovitz regarding their reconsideration of their decision not to reimburse his wife for court costs, etc.

Selectman Benavides moved to not reconsider the Board's decision regarding the reimbursement of Mr. Rabinovitz's wife's court costs on Case #05-E-0117. Selectman Grant seconded. Motion carried.

- 7.0** **Public Input** – Dennis Doten stated that he is opposed to publishing the salaries of Town employees in the Town Report. He also commended the members of the Department of Public Works for their dedication and hard work during the recent snowstorms.

8.0. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
12/06/07	Payroll Register	
12/06/07	Change of Status - Davis	
12/10/07	Change of Status - Labarre (2)	
12/10/07	Change of Status - Powell	
12/11/07	Letters to FPC Committee Members	
12/12/07	Notice of Lien - Atherton	226-034.010
12/12/07	Notice of Lien - Durette	228-006.000
12/12/07	Accounts Payable Manifest	
12/18/07	Payroll Register	
12/18/07	Payroll Register	

12/18/07	Accounts Payable Manifest	
12/19/07	Change of Status - N. Bailey	
12/20/07	Change of Status - Verdile-Philibotte	
12/20/07	Accounts Payable Manifest (2)	
12/20/07	Sewer Abatement - Keenan	252-219.000
12/26/07	Payroll Register	
12/27/07	Payroll Register	
12/27/07	Accounts Payable Manifest	
12/28/07	Accounts Payable Manifest	
12/28/07	Abatement - Aloise	201-009.113
12/28/07	Abatement - Benoit	201-011.003
12/28/07	Abatement - Borges	201-009.025
12/28/07	Abatement - Davidson	201-009.091
12/28/07	Abatement - Duquette	224-046.029
12/28/07	Abatement - Ericson	201-009.106
12/28/07	Abatement - Folsom	244-001.000
12/28/07	Abatement - Gerner	224-046.006
12/28/07	Abatement - Giunta	201-009.120
12/31/07	Accounts Payable Register	
01/02/08	Appointment Form - R. Foley	
01/02/08	Abatement - O'Bara (GAVWD)	267-255.000
01/03/08	Deed to Landry	267-198.000
01/03/08	Notice of Intent to Cut Timber	215-020.000
01/03/08	Tax Credit - Surviving Vet. Spouse - Morris	245-063.000
01/07/08	Appointment - Beland - Inspector of Elections	
01/07/08	Appointment - Jensen - Inspector of Elections	
01/07/08	Appointment - Morgan - Inspector of Elections	
01/07/08	Change of Status - McMahon	
01/07/08	Abatement - Therrien	201-009.069
01/07/08	Abatement - Spence	201-009.121
01/07/08	Abatement - Powell	201-009.013
01/07/08	Abatement - Pierce	201-009.122
01/07/08	Abatement - Parisi	201-009.101
01/07/08	Abatement - Nedeau	201-009.022
01/07/08	Abatement - Mancuso	201-009.080
01/07/08	Abatement - Jesseman	201-009.033
01/07/08	Abatement - Jaynes	201-013.005
01/07/08	Abatement - Gerner	224-046.006
01/07/08	Abatement - Maiorano	204-072.926
01/09/08	Tax Deferral	211-028.000

9.0. Selectmen Issues – Selectman Benavides briefly reviewed the recent visit that he and Town Administrator Juris had with Governor Lynch regarding the Liberty Hill situation.

Although Governor Lynch did not make any promises, he stated that he would try to resolve this issue as soon as possible.

10.0. Administrator's Report –

10.1 Video Update – Town Administrator Juris stated that he is switching equipment in order to record in a format compatible with LRPA TV.

10.2. SB-2 Review – Town Administrator Juris reviewed important dates for the Board:
School Public Hearing – January 10, 2008 – 6:30 p.m.
Town Public Hearing – January 15, 2008 – 6:30 p.m.
Town Deliberative Session – February 4, 2008 – 7:00 p.m.

10.3. 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 5:18 p.m. Present were Selectmen Alice Boucher, Connie Grant and Gus Benavides, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

While in Non- Public Session, the Board discussed personnel issues and matters which, if discussed in public, would likely affect adversely the reputation of another person, other than the Board. While in Non Public Session, no action was taken.

The Board exited Non-Public Session at 6:13 p.m.

11.0 Next Meeting –January 23, 2008 at 3:00 p.m.

12.0 Adjournment – With no further business before the Board, the Board of Selectmen's January 9, 2008 meeting was adjourned at 6:14 p.m.

Respectfully submitted,

Sandra Bailey
Administrative Secretary