

GILFORD BOARD OF SELECTMEN'S MEETING

March 26, 2008

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, March 26, 2008, at 3:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Connie Grant, Gus Benavides and Kevin Hayes. Also present were Interim Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Review/Approval of Minutes** – The Board of Selectmen approved the minutes of the March 5, 2008 Special Session, March 13, 2008 Special Session, March 17 2008 Special Session and the regular and non-public minutes of the meeting of March 12, 2008. Selectman Hayes abstained.
3. **Appointments**
 - 3.1. **Alice Boucher** – Former Selectman Boucher read a statement concerning the vote taken on March 12, 2008 to terminate Town Administrator Juris. She read an e-mail from a former Gilford resident regarding the action and presented the Board with a petition, with 209 signatures, asking the Board to reverse their decision and hold a special meeting.

Mrs. Boucher further inquired if the Board has set any sort of timeframe with this matter. Selectman Grant replied no. Mrs. Boucher also asked Selectman Benavides if he would explain a comment that he made at the March 12th meeting. He replied that he may reply.

4. **New Business**
 - 4.1. **Training Grant – John Markland** – Chief Markland asked the Board to accept grant money in the amount of \$1,843.74 for the School Resource Officer Basic Training Course.

Selectman Hayes moved to accept grant money in the amount of \$1,843.74 for the School Resource Officer Basic Training Course, from the State of NH. Selectman Benavides seconded. Motion carried.
 - 4.2. **D.A.R.E. Donation** – Chief Markland was in attendance to request that the Board accept a donation from Franklin Savings Bank in the amount of \$50.00 for the D.A.R.E. Program.

Selectman Benavides moved to accept a donation in the amount of \$50.00 from Franklin Savings Bank for the D.A.R.E. Program. Selectman Hayes seconded. Motion carried.
 - 4.3. **Assistance to Firefighters Grant** – Fire Chief Hayes was in attendance regarding this grant, which is now in its eighth year. He is seeking authorization from the Board to apply for the grant, which will provide 95% federal funding. The grant request will be based on two projects – the purchase of a washer/extractor to clean

protective equipment and the purchase of large diameter hose and hose valves.

Brief discussion ensued on the potential impact of the Town's insurance rating level.

Selectman Benavides moved to authorize the application of the Assistance to Firefighters Grant, through the Department of Homeland Security. Selectman Hayes seconded. Motion carried.

- 4.4. Election of Officers** – Selectman Benavides moved to nominate Connie Grant as Chairman. Selectman Hayes seconded. Motion carried – Selectman Grant abstained.

Chairman Grant moved to nominate Selectman Benavides as Vice Chairman. Selectman Hayes seconded. Motion carried – Selectman Benavides abstained.

Selectman Benavides moved to nominate Kevin Hayes as Clerk. Chairman Grant seconded. Motion carried - Selectman Hayes abstained.

The Board then discussed various Committee/Board appointments. Selectman Benavides moved to nominate Kevin Hayes as the Board's representative to the Facility Planning Committee. Chairman Grant seconded. Motion carried.

Selectman Benavides moved to nominate Kevin Hayes as the Board's representative to the Budget Committee. Chairman Grant seconded. Motion carried.

Selectman Benavides moved to nominate Chairman Grant as the Board's representative to the Planning Board. Selectman Hayes seconded. Motion carried.

Selectman Hayes moved to nominate Selectman Benavides as the Board's representative to the Historic District Commission, Laconia Airport Authority and CIP Committee. Chairman Grant seconded. Motion carried.

5. Old Business

- 5.1. Potter Hill Road Lot** – Interim Town Administrator Shackett advised the Board that no bids have been received for the appraisal of the Potter Hill Road lot. As a result, she suggested that the Board invite bids and set a minimum price. She briefly described how the process would work. Selectman Hayes moved that this be advertised statewide to sell by sealed bid of at least \$150,000 and costs associated with the sale of the lot. Selectman Benavides seconded. Interim Town Administrator Shackett will ask Town Counsel for assistance with the wording of the bid announcement.

- 5.2. Potter Hill Road Lot** – Tony Ferruolo, Chairman of Gilford Village Knolls, was in attendance to express their interest in acquiring the Potter Hill Road lot for expansion of their low income, subsidized housing for seniors. Mr. Ferruolo provided a brief background/history of Gilford Village Knolls and then expressed concern that a sealed bid process could exclude Gilford Village Knolls from having an opportunity to acquire the property.

Interim Town Administrator Shackett asked Mr. Ferruolo what would prohibit them from being part of the process. Mr. Ferruolo stated that they would need a covenant that would allow time for them to obtain financing. Interim Town Administrator Shackett will review this matter with Town Counsel to determine if the request for bid could be worded so that no one is excluded from bidding.

5.3. Appointments and Board/Committee Openings – Selectman Benavides moved to re-appoint Tom Drouin as a regular member of the Conservation Commission. Selectman Hayes seconded. Motion carried.

Interim Town Administrator Shackett advised the Board that a letter has been received from Elaine Gagnon that she will not be seeking another term on the Historic District Commission.

Selectman Hayes moved to appoint Leo Sanfacon as a regular member of the Recreation Commission. Selectman Benavides seconded. Motion carried.

Selectman Hayes suggested that we reach out to various Boards/Committees to determine who is needed to fill slots in their membership and then advertise those positions. He also asked for a listing of all Board/Committee members and their terms.

5.4. Liberty Hill Road Meeting Update – Interim Town Administrator Shackett advised the Board that Attorney Meyers is looking for an environmental consultant to assist the Town in the review of the DES response to Keyspan’s Remedial Action Plan. Discussion ensued on the best way to proceed with an environmental attorney and environmental consultant, in regard to the time specifications set forth by DES. The Board concurred that the Town should put their best argument forth during the initial 30 day comment period. Interim Town Administrator Shackett will follow up on this matter.

6. Public Input

Doug Lambert asked the Board to consider changing their regular meetings to evenings. Chairman Grant stated that this matter will be addressed at the April 9th meeting.

John Goodhue suggested that the Board have a realtor in the area provide them with a market analysis of the Potter Hill Road lot, which will provide them with a baseline amount.

7. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
01/01/08	Change of Status - Morrissette	
03/03/08	Payroll Register	
03/07/08	Accounts Payable Manifest	
03/10/08	Payroll Register	

03/10/08	Notice of Lien - Carlson	201-009.042
03/10/08	Notice of Lien - Leroux	213-015.000
03/10/08	Notice of Lien - Dion	224-046.009
03/11/08	Abatement - McWalter	242-001.000
03/12/08	Accounts Payable Manifest	
03/13/08	Payroll Register	
03/13/08	Accounts Payable Manifest	
03/13/08	Sewer Abatement - Gunstock Ski Area	254-139.000
03/13/08	Change of Status - Lavin	
03/14/08	Accounts Payable Manifest	
03/14/08	Payroll Register	
03/14/08	Sewer Abatement - Hamlin	242-008.000
03/19/08	Sewer Abatement - Shea	253-356.000
03/19/08	Sewer Abatement - LSP Association	252-016.000
03/19/08	2007 Supplemental Property Tax Warrant	
03/20/08	Appointment Form - Coons	
03/20/08	Appointment Form - Routhier	
03/20/08	Appointment Form - Scattergood	
03/20/08	Appointment Form - Gagnon	
03/20/08	Appointment Form - Smith	
03/20/08	Appointment Form - Schrupp	
03/20/08	Sewer Abatement - Grafe	223-415.000
03/20/08	Sewer Abatement - Silver Sands Motel	223-098.000
03/20/08	Letter - J. Gagnon	
03/20/08	Letter to Tivnan - Interest Charges	
03/24/08	Letter to Corey Demko	
03/24/08	Letter to Tony Ferruolo	

8. **Selectmen Issues** – Selectman Hayes asked about the matter of how many signatures are required from the Board of Selectmen. Chairman Grant stated that it was the Board’s decision to require three signatures.

Selectman Benavides asked about the Town’s Technology Disaster Recovery Plan. He asked Interim Town Administrator Shackett to contact Cybertron regarding an updated plan. Selectman Benavides also asked her about the matter of the amendment to the Cybertron contract – didn’t it need to be re-signed?

9. **Administrator’s Report**

9.1 **MS-2 Form** – This DRA form was signed by the Board of Selectmen.

9.2 **2008 Budget Update**

Interim Town Administrator Shackett reviewed her memo of March 15, 2008 regarding the status of the 2008 budget. She focused on areas of concern and stated that her instinct regarding the overall town budget, at this time, is very cautious.

9.3 Update from Interim Town Administrator – Although many of the items contained in her March 26th Update have already been covered, Interim Town Administrator briefly reviewed the status of various matters that are before the Board at this time.

9.4 Board of Selectmen Goals for 2008 – Interim Town Administrator Shackett asked the Board for input at their next meeting of what goals they would like to accomplish in 2008.

9.5 Schedule Assessing Work Session – scheduled for Thursday, April 3, 2008 at 8:30 a.m.

9.6 Schedule Personnel Policy Work Session – scheduled for Thursday, April 3, 2008 at 8:30 a.m. Chairman Grant also asked that the status of the FPC be discussed at this work session. Selectman Benavides asked that the March 11, 2008 Election Results be reviewed at the April 9, 2008 regular meeting.

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

The Board of Selectmen on a roll call vote entered Non-Public Session at 4:13 p.m. Present were Selectmen Connie Grant, Gus Benavides and Kevin Hayes. Also present were Interim Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

While in Non-Public Session, the Board discussed personnel matters. While in Non-Public Session, action was taken.

The Board exited Non-Public Session at 5:08 p.m.

10.0 Next Meeting – Wednesday, April 9, 2008 at 3:00 p.m.

11.0 Adjournment – With no further business before the Board, the Board of Selectmen's March 26, 2008 meeting was adjourned at 5:08 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary