

GILFORD BOARD OF SELECTMEN'S MEETING

August 27, 2008

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, August 27, 2008, at 7:00 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 Town Administrator Scott Dunn and Administrative Secretary Sandra Bailey.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance. Chairman Grant announced that the meeting would be videotaped and broadcast on Lakes Region Public Access TV.
2. **Review/Approval of Minutes** – Selectman Benavides moved to approve the minutes of the regular and non-public sessions of the meeting of August 13, 2008 and the Summer Town Forum of August 13, 2008. Selectman Hayes seconded. Motion carried with all in favor. Selectman Benavides moved to approve the non-public session of the August 8, 2008 special meeting. Selectman Hayes seconded. Motion carried with Chairman Grant abstained from voting because she was not in attendance at that meeting.
3. **Appointments**
 - 3.1. **Barbara Aichinger** – Ms. Aichinger made an informative presentation to the Board of Selectmen regarding the merging of non-conforming lots. Included in her presentation was a history of the problem, what other towns are doing about it and what the Town of Gilford can do about it.

The Board thanked Ms. Aichinger for her presentation.

4. **New Business**
 - 4.1. **Acceptance of Donations** – Finance Director Ruggles asked the Board to accept donations to the Fire Department and the Car Seat Program, so that the funds can be authorized to be spent for their intended purpose.

Selectman Benavides moved to accept the following donations for the Fire Dept: Davis, Doucette, Tucker, Twombly, M. Peterson, Belknap Landscape and in Memory of Carl Wright. Selectman Hayes seconded. Motion carried with all in favor.

Selectman Benavides moved to accept the following donations for the Car Seat Program: WalMart, Rebecca Dailey and Deborah Guyer. Selectman Hayes seconded. Motion carried with all in favor.

- 4.2. **Sewer Extension on Sugarbush Lane** – DPW Director Sheldon Morgan briefly described a situation with the acceptance of a sewer line on Sugarbush Lane that was built by the Elks Lodge. Since his correspondence to the Board, Director Morgan has learned that the Elks are willing to comply with his request for testing the line and producing an as-built plan.

The Board concurred that Director Morgan should see that the Elks complete this

part of the project.

4.3. Selectmen's Meeting Agenda Preparation – Town Administrator Dunn provided an outline of the process he would like to use for the preparation of the agenda for Selectmen's meetings. The agenda would be approved by the Chair and the deadline for agenda items would be changed to Thursdays at 5:00 p.m. Department Managers would also be making a brief presentation at Board meetings on a rotating basis. The Board commended Town Administrator Dunn on this new procedure. It was the consensus of the Board to approve the new procedure.

4.4. NHMA Legislative Policy Conference Delegate –Town Administrator Dunn advised the Board that the New Hampshire Municipal Association would like them to select a voting delegate for the Legislative Policy Conference on Friday, September 12, 2008.

Selectman Benavides moved to designate Scott Dunn as their voting delegate. Selectman Hayes seconded. Motion carried with all voting in favor.

5. Old Business

5.1. Town Hall Repairs – DPW Director Sheldon Morgan provided the Board with information on the structural issue with the Planning Office floor. He outlined the Request for Quote that he has prepared to solicit contractors to make the necessary repairs. He would like the Board's concurrence for him to pursue this course of action.

Town Administrator Dunn stated that the insurance company will pay to restore the floor to its original state. Additional support would need to be paid for by the Town.

Brief discussion ensued on the matter of how a long term solution to this problem could be accomplished. The Board also discussed the matter of the frequency of use of the Planning Department files.

Selectman Hayes suggested that Director Morgan solicit bids for restoring the floor to its original state and for adding extra support, and return to the September 10, 2008 Board meeting with this information. The Board concurred with Selectman Hayes' recommendation.

5.2. Fire Station Lettering – Director Morgan advised the Board that when the lettering was removed from the Fire Station last year that it was damaged. Due to budgeting constraints, it is not possible for the lettering to be replaced this year, although a less expensive alternative of painting the letters is available.

Both Director Morgan and Chief Hayes are recommending that the replacement lettering be placed in the 2009 budget. The Board concurred with this recommendation.

5.3. Approval of Easement Purchase by Conservation Commission – Town Administrator Dunn informed that Board that the closing for the Persons Farm is scheduled for September 9, 2008. The Conservation Commission is holding a public

hearing on this matter on September 8, 2008 and it is necessary for the Board of Selectmen to vote to authorize the expenditure of \$115,000 from their fund, which will provide a 25% interest in the easement.

Selectman Benavides moved to authorize the Conservation Commission to expend \$115,000 for a 25% interest in the easement on Ramblin'Vewe Farm. Selectman Hayes seconded. Motion carried with all in favor.

- 5.4. Funding for DPW Projects** – DPW Director Morgan provided an explanation of additional road work that could be completed in 2008, which was originally funded but deferred for budgetary reasons. He explained that additional work could be performed on Leisure Drive, Grant Road, as well as shoulder and drainage work in various parts of Town. These projects would cost approximately \$25,000. He also pointed out that it has been predicted that the cost of paving will decrease in the month of October.

Selectman Hayes asked Director Morgan what would happen with the rest of his funds that could be spent for road projects. Director Morgan suggested that there are many drainage issues in Gunstock Acres, with over fifteen (15) miles of hills and curves.

Extensive discussion ensued on the matter of anticipating winter maintenance and fuel oil expenses. Director Morgan stated that he is in a constant juggling act of budgetary issues between his department and the Town's overall budget. Selectman Hayes suggested that Director Morgan meet with Finance Director Ruggles and Town Administrator Dunn on the status of his budget. He further stated that he has confidence in Director Morgan's discretion and would like to see as much road work done as possible, so that there would not be a surplus in those funds.

6. Public Input

Don Onofrio of 167 Scenic Drive described a problem he encountered with the Timberman Triathlon race. He asked for the Board's consideration that citizens be involved in the planning and debriefing sessions for the race.

Richard Miller complimented the Gilford Fire-Rescue, as well as employees of the Town Clerk's office. He stated that it is a pleasure to live in Gilford. Chairman Grant thanked him for his comments.

7. Selectmen Issues

Selectman Benavides expressed concern with the lack of a crosswalk at the intersection of Route 11-A/Belknap Mountain Road/Schoolhouse Hill Road. He asked Director Morgan if anything could be done to expedite this process. Director Morgan stated that he would check with Police Chief Markland on this matter. He suggested that LED lights could be helpful in pre-warning the public. He will check into this matter and get back to the Board.

Chairman Grant suggested that a member of the Board be designated as part of the Police Union negotiation team. The Board concurred that Chairman Grant would represent them with the Police Union and Selectman Benavides would be their representative with

the DPW Union. Selectman Benavides will also replace Chairman Grant as the Board's representative to the CIP Committee.

8. Administrator's Report

Town Administrator Dunn provided the Board with his first Administrator's Report. He stated that he was very impressed with the generosity of Mr. and Mrs. Persons and feels that the Town is very fortunate.

He requested that the Board sign a contract with Water Energy Design for the proposed Police Station equipment, in the amount of \$8,750. Selectman Benavides moved to authorize Town Administrator Dunn to sign a contract with Water Energy Design, in the amount of \$8,750, on behalf of the Facility Planning Committee. Selectman Hayes seconded. Motion carried with all in favor.

Town Administrator Dunn further advised the Board that he will be participating with the Facility Planning Committee meetings and feels that the Board is in very good hands with the Committee.

He will be holding his first Department Manager's meeting tomorrow morning.

Selectman Hayes commended Town Administrator Dunn for his participation in the Old Home Day parade.

9. Non-Public Session under RSA 91-A:3 II (a) (c)(d)

Selectman Benavides moved to enter Non-Public Session at 8:25 p.m. Selectman Hayes seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Connie Grant, Gus Benavides and Kevin Hayes. Also present were Town Administrator Scott Dunn and Administrative Secretary Sandra Bailey.

While in Non-Public Session, the Board discussed personnel matters, matters which would likely affect someone's reputation and the purchase of real estate.

While in Non-Public Session, action was taken. Selectman Benavides moved to seal the minutes. Selectman Hayes seconded. Motion carried with all in favor.

The Board exited Non-Public Session at 9:36 p.m.

10. Signatures

<u>DATE</u>	<u>SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
06/11/08		Certificates of Award - Police Dept.	
07/21/08		Payroll Register	
07/26/08		Change of Status - Young	
08/03/08		Change of Status - Morgan	
08/05/08		Tax Collector's Warrant - Excavation Tax	211-002.001
08/06/08		Certification of Yield Taxes Assessed - Palanchian	263-036.000

08/15/08	Sewer Abatement - Grewal	214-039.000
08/18/08	Change of Status - Dunn	
08/18/08	Change of Status - Markland	
08/18/08	Change of Status - Keenan	
08/18/08	Payroll Register	
08/19/08	Sewer Abatement - Lambert	251-031.000
08/19/08	Sewer Abatement - Bolduc	204-019.000
08/20/08	Veteran's Tax Credit - MacDonald	254-015.300
08/20/08	Application for Reimbursement - Federal & State Forest	
08/20/08	Tax Collector's Warrant - Lockes Hill Betterment	
08/20/08	Hardship Abatement	213-013.014
08/25/08	Veteran's Tax Credit - Hickey	213-013.201
08/25/08	MS-1 Extension	
08/27/08	Authorization Letter - Ruggles (NH Treasury)	
08/27/08	Ambulance Abatements	

10.0 Next Meeting – Wednesday, September 10, 2008 at 7:00 p.m.

11.0 Adjournment – With no further business before the Board, the Board of Selectmen's August 27, 2008 meeting was adjourned at 9:36 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary