

GILFORD BOARD OF SELECTMEN'S MEETING
April 8, 2009
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, April 8, 2009, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.

2. **Announcements**
 - 2.1. **Senior Citizen Call-In Program** – Chairman Benavides read a notice concerning the Police Department's Senior Citizen Call-In Program. He encouraged senior citizens to participate in this very worthwhile program.

3. **Review/Approval of Minutes**
 - 3.1. Selectman Hayes moved to approve the minutes of the regular and non-public sessions of the March 25, 2009 meeting. Selectman O'Brien seconded. Motion carried with all in favor.

 - 3.2. Selectman Hayes moved to approve the minutes of the special work session of March 31, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

4. **Public Hearings**
 - 4.1. **Entertainment Ordinance** – Town Administrator Dunn briefly provided an overview of the proposed changes. The primary change concerns removing the fixed date for the Entertainment Ordinance and allowing it to be one year from the date of issue.

There were no comments or questions from the public. Chairman Benavides closed the public hearing at 7:06 p.m.

Selectman Hayes moved to approve the Entertainment Ordinance dated April 8, 2009, as presented, with changes to the term "fraternities" to "fraternal organizations" on Page 2. Selectman O'Brien seconded. Motion carried with all in favor.

 - 4.2. **Glendale Facility Regulations** – Town Administrator Dunn reviewed the Summary of Proposed Changes to Glendale Regulations memo that he prepared for distribution. He stated that there are two major changes in the new regulations: (1) the elimination of free guest cards and (2) no trailer parking for persons with guest cards.

Chairman Benavides opened the public hearing at 7:07 p.m., allowing Gilford residents to be the first to state questions or concerns. Jack Stephenson stated that he was happy to see the time restriction on parking trailers eliminated. John Goodhue stated that there is a problem with trailer parking at the ice rink and suggested the use of the Meadows property for overflow trailer parking. He feels that this would ease a lot of the problems at Glendale.

Brad Thompson suggested that Level 1 parking be restricted to short term parking only. He also stated that a provision should be made for the dumpsters to be emptied when they are full, even if it is on the weekend. Rick Moses stated that it is essential to collect

data in order to determine what causes the problems at Glendale. Chairman Benavides stated that the Board is trying to go slowly with changes and will evaluate data from the Town Clerk in the fall. Nanci Stone suggested that trailers also have permits assigned to them.

Phil Nash of Lockes Island stated it is important to vary the schedule of the Glendale Officers and to also gear their presence to heavy usage periods. He offered the possibility of the Gilford Island Association being able to offer volunteers. Ronny Bean expressed concern with not issuing replacement guest cards and the presence of unleashed dogs at the Glendale Docks.

Police Chief Markland responded to Mr. Nash's comments regarding varying the schedules of the Glendale Officers. He stated that it was his intent for the officers to work varied hours and cover the peak hours and he will check into the matter further. He will also address the issue of dogs at large at the Glendale Facility.

Chief Markland then pointed out that the thirty (30) day time period on Page 10 (C) should be changed to a seven (7) day time period, so that it is consistent with other parking fines within the Town. He explained how this is necessary since there is a ninety (90) day statute of limitations.

Priscilla Sutcliffe suggested that information be gathered to determine who is actually parking trailers at the ice rink. This could help eliminate those people who leave their trailers there for the entire summer and open up space for weekend visitors. She also thinks that the use of the docks is abused and better enforcement would help with the congestion there. Peter Sutcliffe further elaborated on the issues at Docks 1A and 1B.

John Goodhue would like to see rules better enforced and feels that some of the younger Glendale Officers are not able to handle the issues that arise. Phil Nash suggested that the size of boats using the docks be evaluated.

There were no further questions or comments and Chairman Benavides closed the public hearing at 7:41 p.m.

Town Administrator Dunn pointed out that on Page 9, under paragraphs A. and B., it should be noted that the fine schedule is on a per season basis.

Selectman Hayes moved to approve Draft #5 of the Glendale Facility Regulations with the change to paragraphs A. and B. on Page 9, as stated by Town Administrator Dunn, and change the thirty (30) day time period on Page 10. C. to a seven (7) day time period, as referenced by Chief Markland. Selectman O'Brien seconded. Motion carried with all in favor.

5. Appointments

- 5.1. Town Clerk/Tax Collector Update – Denise Morrissette** – Town Clerk/Tax Collector Morrissette provided the Board with various statistics on the activity within her office since the beginning of the year. She reported an increase in the number of visitors, as well as a \$30,000 increase in revenue, over the same period in 2008. She also pointed out how her department's workload is increased by being a Municipal Agent for the State of New Hampshire. In 2008, they collected \$500,000 for the State, requiring extensive recordkeeping.

TC/TC Morrissette also reported that when the economy is bad, her office is particularly busy working with citizens to make payment arrangements. Even if the money collected is reduced, the number of people they are servicing has increased. She has also made arrangements with the Department of Public Works to sell Laconia Transfer Station coupons in her office, as a convenience to the residents of the Town.

TC/TC Morrissette stated that she and Finance Director Ruggles are looking into the possibility of being able to adopt a single check system for the Town. It is still being researched and TC/TC Morrissette thinks it will be a great service. Brief discussion also ensued on the use of debit and credit cards within the Town Clerk/Tax Collector's Office.

5.2. Appraisal Department Update – Wil Corcoran

Mr. Corcoran updated the Board on scheduled events this year in the Appraisal Department. A five-year recertification is planned for 2009 by the Department of Revenue Administration. This will include a review of elderly exemption, veteran's tax credits, timber forms, excavating forms and current use file.

Mr. Corcoran continues to look closely at sales and monitors the market. The biggest issue at this time is foreclosures and the effect they have on market values.

Town Administrator Dunn will schedule a work session for Mr. Corcoran and the Board of Selectmen in the near future.

6. **Consent Agenda** – Selectman Hayes moved to approve the Consent Agenda for the period April 1, 2009 though April 3, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
12/14/08	Change of Status - Silva	
01/10/09	Change of Status - Stevens	
03/25/09	Sewer Abatement - Tewksbury Family	252-016.293
03/25/09	Change of Status – Pantoja	

7. **New Business**

- 7.1. **Old Home Day 5K Road Race** – Selectman Hayes moved to allow the Police Chief to sign the State of NH Application for the Old Home Day 5K Road Race on August 29, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

- 7.2. **Assessment Booklets** – Discussion ensued on the past practice of publishing the yearly Assessment Booklets. The Laconia Citizen is no longer able to provide this service to the Town of Gilford at no charge. Various options were discussed, including having this information available on the Town's website and having limited copies printed for distribution at the Town Hall.

Selectman Hayes moved to discontinue the practice of printing and mailing out Assessment Booklets per a 2005 Town Meeting vote. Selectman O'Brien seconded.

Motion carried with all in favor.

- 7.3. 2009 Highway Construction Contract** – DPW Director Sheldon Morgan explained the memo dated March 25, 2009 regarding the 2009 Road Construction Contract. Director Morgan requested that the Board waive the competitive bidding process so that they may hire Wolcott Construction for 2009 road construction. Director Morgan pointed out their excellent customer service, experience, quality work and competitive pricing.

Selectman Hayes stated that he feels the proposal could be very beneficial to the Town, but he will abstain in voting since he has a business relationship with Wolcott. Chairman Benavides stated that he trusts Director Morgan and DPW Operations Manager Dustin Muzzey, but is concerned with not putting the contract out to bid. He asked Director Morgan the approximate cost for 2009 road construction and Director Morgan indicated it would be approximately \$400,000. Chairman Benavides further asked Director Morgan what the harm would be in using the competitive bidding process.

Director Morgan did explain what has been going on in neighboring communities where very few bids are being received for municipal construction. Chairman Benavides also pointed out that the Board is not required to select the lowest bidder. Discussion ensued on this matter, as well as the possible effect of economic stimulus money in the construction field.

Chairman Benavides moved to authorize Director Morgan to put out to bid the 2009 Road Construction Contract, with results by the April 22, 2009 Selectmen's meeting, if possible. Selectman O'Brien seconded. Motion carried with all in favor.

8. Old Business

- 8.1. Board/Committee Appointments** – Selectman Hayes moved to reappoint Richard Nelson to a three-year term as a regular member of the Recreation Commission. Selectman O'Brien seconded. Motion carried with all in favor.

Selectman Hayes moved to appoint Susan King to a three-year term as an alternate member of the Recreation Commission. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.2. New Fire Code Regulations** – Town Administrator Dunn explained that the amended Fire Code Regulations, which were approved by the voters at the 2009 Town Meeting, were not filed on a timely basis with the Town Clerk's Office, as required by RSA 675:3, V. As a result, the legality of the Fire Codes could be called into question.

Following discussion of this matter, Selectman Hayes moved to declare the amended Fire Code Regulations null and void, but to revisit them during the 2010 Town Meeting preparation process. Selectman O'Brien seconded. Motion carried with all in favor.

- 9. Public Input** – Jim McBride inquired about the date for the 2009 Summer Town Forum. A tentative date of Wednesday, August 12, 2009 was set for the 2009 Summer Town Forum.

- 10. Selectmen's Issues** – Selectman Hayes asked the status of Memorial Day commemoration. Town Administrator Dunn replied that it is being reviewed by a sub-committee. Selectman O'Brien would like to be part of that sub-committee.

- 11. Administrator's Report** – Town Administrator Dunn reported that he attended a meeting in Concord on the availability of stimulus money. There will be funds available for energy conservation. Applications need to be submitted by June 25, 2009 and work must be completed within eighteen (18) months. Various options are being examined for the geothermal heating system for the Police Department addition.

Town Administrator Dunn also reported that he received several phone calls today regarding the closing of the public boat launch at Ames Farm. He advised callers that this action is the result of a lawsuit by the abutters because Ames Farm did not go through the land use process. The Zoning Board determined that Ames Farm did not have grandfathered rights for boat launching. The Town of Gilford has no ability to provide alternative public boat launch locations.

12. Non-Public Session – RSA 91-A:3, II (c) (d)

Selectman Hayes moved to enter Non-Public Session on a roll call vote at 8:54 p.m. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn, Executive Secretary Sandra Bailey and Town Clerk/Tax Collector Denise Morrissette.

While in Non-Public Session with TC/TC Morrissette, the Board discussed tax deferrals and tax deeds.

While in Non-Public Session, action was taken.

After TC/TC Morrissette exited Non-Public Session, the Board reviewed hardship abatements and consideration of the acquisition of real property.

Selectman Hayes moved to exit Non-Public Session at 9:38 p.m. and seal the minutes. Selectman O'Brien seconded. Motion carried with all in favor.

13. Return to Public Session

Chairman Benavides brought up the possibility of hiring additional personnel for Glendale. The Board discussed this matter and would like to pursue this option. Town Administrator Dunn will discuss this option with Chief Markland

- 14. Next Meeting** – Wednesday, April 22, 2009 at 7:00 p.m.

- 15. Adjournment** – With no further business before the Board, the Board of Selectmen's April 8, 2009 meeting was adjourned at 9:45 p.m.

Respectfully submitted,

John T. O'Brien
Clerk