

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**July 22, 2009**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, July 22, 2009, at 6:04 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. **Non-Public Session**– Selectman Hayes moved to enter Non-Public Session pursuant to RSA 91-A:3 II (a)(d) to discuss personnel issues and the disposition of real property. 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 and Executive Secretary Sandra Bailey.

While in Non-Public Session, the Board discussed the disposition of real property with Gilford Village Knolls Board members Tony Ferruolo, Sandy McGonagle and Alida Millham and personnel issues with Deputy Police Chief Kevin Keenan. While in Non-Public Session, action was taken.

**1.1 Personnel Issues [RSA 91-A:3, II (a)]**

(a) Selectman Hayes moved to accept the resignation of Judy Morgan as Deputy Treasurer, with regret. Selectman O'Brien seconded. Motion carried with all in favor. Selectman Hayes moved to appoint Kim Varricchio as Deputy Treasurer. Selectman O'Brien seconded. Motion carried with all in favor.

Selectman Hayes moved to exit Non-Public Session at 7:01 p.m. and seal the minutes. Selectman O'Brien seconded. Motion carried with all in favor.

**Regular Session**

Chairman Benavides reconvened the regular session of the meeting at 7:05 p.m.

Finance Director Geoff Ruggles, Director of Planning and Land Use John Ayer and Deputy Police Chief Kevin Keenan were also in attendance.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements**
  - 3.1. Chairman Benavides announced that the Summer Town Forum will be held on Wednesday, August 12, 2009 at 6:00 p.m. at the Town Hall.
  - 3.2. Chairman Benavides announced that the Timberman Triathlon will be held on August 22 and 23, 2009.
4. **Review/Approval of Minutes**
  - 4.1. Selectman O'Brien moved to approve the minutes of the regular and non-public sessions of the July 8, 2009 meeting. Chairman Benavides seconded. Motion carried. Selectman Hayes abstained.
5. **Public Hearing**
  - 5.1. **Appropriation of Unanticipated Funds – Sidewalk Maintenance** – Chairman Benavides opened the public hearing at 7:08 p.m. There being no questions or comments from the public, he closed the public hearing.

Selectman Hayes moved to accept the \$6,640.81 donation from the Gilford Sidewalk Project Group for the purchase of sidewalk winter maintenance equipment. Selectman O'Brien seconded. Motion carried with all in favor.

**6. Appointments**

**6.1. Deputy Police Chief Kevin Keenan – Departmental Update** – Deputy Keenan provided a quarterly update for the Board. He provided information on personnel changes and advised the Board that he has received numerous resumes for the Communications Specialist and Patrol Officer positions. Regarding Motorcycle Week, the Department was able to reduce the amount of projected overtime. The primary events during Bike Week were the plane crash at the Margate Hotel and the barricaded subject near Piches' Ski Shop.

Deputy Keenan stated that they are watching the Overtime line of their budget with various personnel changes. He added that he and Chief Markland, as well as some detectives, have been covering vacant shifts to control the overtime expense. Deputy Keenan further provided the Board with Activity Report figures for 2009 YTD.

Selectman O'Brien asked how the officers were paid for the time they were required to guard the plane wreckage. Deputy Keenan replied that it was paid from the insurance company. Selectman O'Brien further asked how the officers who will be working the Timberman Triathlon will be paid. Deputy Keenan replied that the cost of the officers is completely paid by the Timberman, at no expense to the Town.

Selectman Hayes inquired about the use of the radar trailer. Deputy Keenan stated that it has recently been placed on either side of Schoolhouse Hill Road on Route 11-A to gather data for the State of NH DOT.

The Board thanked Deputy Keenan for his update.

**6.2. Geoff Ruggles – Financial Update** – Finance Director Ruggles was in attendance to provide revenue and expense figures for the YTD period ending June 30, 2009. Selectman Hayes asked Finance Director Ruggles if he was aware of how a neighboring town is able to charge both a rate for the police officer and a surcharge for special duty details. Finance Director Ruggles offered an explanation of how he thinks a town is able to charge the surcharge.

He also compared the current 2009 cash flow, versus the same period in 2008. Percentage-wise, 2008 and 2009 are even.

The Board thanked Finance Director Ruggles for his report.

**7. Consent Agenda**

**7.1.** Selectman Hayes moved to approve the Consent Agenda for the period July 6, 2009 through July 17, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

**DOCUMENT**  
**DATE**

**DOCUMENT**

**MAP/LOT #**

04/29/09 Change of Status - Chitty

06/29/09 Payroll Register

06/29/09 Abatement - Ryan

251-009.003

06/29/09	Abatement - Muskat	249-036.000
06/29/09	Abatement Denial - Fallon	253-196.000
06/29/09	Abatement Denial - Fortin	252-053.001
06/30/09	Accounts Payable Manifest	
07/01/09	Abatement GAVWD - Grubbs	241-043.000
07/01/09	Payroll Register	
07/01/09	Tax Collector's Warrant - Supplemental Prop. Tax Asses.	
07/02/09	Change of Status - Melendez	
07/02/09	Accounts Payable Manifest	
07/06/09	Elderly Exemption - Digiulo	201-009.028
07/06/09	Elderly Exemption - Peavey	203-007.000
07/06/09	Payroll Register	
07/08/09	Unlicensed Dog Warrant	
07/08/09	Timber Tax Levy - TC Warrant	
07/08/09	Cert. of Yield Taxes Assessed - Cail	217-034.000
07/08/09	Cert. of Yield Taxes Assessed - Trad. Catholics	212-003.000
07/08/09	Cert. of Yield Taxes Assessed - Greenwood	228-003.200
07/08/09	Cert. of Yield Taxes Assessed - Taber	228-003.100
07/08/09	Cert. of Yield Taxes Assessed - Lawless	228-001.000
07/08/09	Sewer Abatement - Brookside Crossing	252-053.000
07/08/09	Accounts Payable Manifest	
07/08/09	Memo to TC/TC on tax deed - McCormick	201-011.005
07/09/09	Deed Waiver - Moynihan	254-025.000
07/09/09	Deed to Allen Kimball	213-013.340
07/09/09	Deed Waiver - Moynihan	266-009.000
07/12/09	Change of Status - Crowell	

**8. New Business**

**8.1. Cartographics Software Contracts** – Town Administrator Dunn stated that these two contracts are necessary for tax map and GIS data maintenance, at an annual cost of \$500 per contract.

Selectman Hayes moved to approve the tax map and GIS data maintenance contract with Cartographics, as submitted. Selectman O'Brien seconded. Motion carried with all in favor.

**8.2. Bids for Roadside Mower** – Selectman Hayes moved to accept the low bid of \$6,200 per month for a roadside mower from Owens Leasing, Inc. of Claremont, NH. Selectman O'Brien seconded. Motion carried with all in favor. The Board requested that Town Administrator Dunn direct the Department of Public Works look into alternate methods of mowing, including the possible purchase of a mower.

**8.3. Replace Steps at Rowe House** – Selectman Hayes moved to approve the request from the Rowe House Garden Committee to replace the temporary wooden steps at the Rowe House with granite steps donated by Dr. Troy Schrupp. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.4. NHLGC Proposed Article 28-A Lawsuit Against State of NH** – Town Administrator Dunn explained to the Board that this is a request from the Local Government Center to participate in a lawsuit against the State of NH for additional costs at the local level, due to the State’s budget crisis. Lengthy discussion ensued on what amount of money should be contributed by the Town for this purpose.

Selectman Hayes moved to contribute up to \$2,500 to the Local Government Center for this purpose. Selectman O’Brien seconded. Motion carried with all in favor.

- 8.5. Application for Reimbursement for State Forest Land** – Selectman Hayes moved to approve the application totaling \$1,322.30 for State forest lands. Selectman O’Brien seconded. Motion carried with all in favor.

- 8.6. Annual Request for Inventory of Taxable Property (NHDRA PA-28)** – Selectman Hayes moved to not require the citizens of Gilford to complete a personal taxable property inventory form for the 2009 tax year. Selectman O’Brien seconded. Motion carried with all in favor.

- 8.7. Driveway Permit – 15 Glenridge Way** – Charles Patridge of 15 Glenridge Way was in attendance to request a waiver from the Board for the 15’ setback required for driveways. Mr. Patridge would like to repair, expand and pave his existing driveway, leaving only a 9’ setback. He provided a letter from his abutter that he has no objection to the granting of the waiver.

Selectman Hayes moved to grant a waiver from the Town’s Minimum Road Standards, allowing Charles Patridge of 15 Glenridge Way to repair, expand and pave his existing driveway, leaving only a 9’ setback, rather than the required 15’ setback. Selectman O’Brien seconded. Motion carried with all in favor.

- 8.8. Glendale Cove Association – Milfoil Removal Contract** – Town Administrator Dunn stated that he received a letter from Conservation Commission Chairman John Goodhue requesting the expenditure of \$10,000 for milfoil removal as budgeted. Selectman Hayes moved to approve the expenditure of \$10,000 for the removal of milfoil from Lake Winnepesaukee. Selectman O’Brien seconded. Motion carried with all in favor.

**9. Old Business**

- 9.1. Gilford School District Invitation** – The Board concurred to invite the Gilford School Board to a joint meeting on Wednesday, August 26, 2009 at 7:00 p.m.

- 9.2. County Commissioners Invitation** – The Board has been invited to the conclusion of the Belknap County Commissioners’ forums, to be held on Wednesday, August 12, 2009 at 6:00 p.m. The Board of Selectmen will send their regrets due to the scheduling of the Summer Town Forum and regularly scheduled Selectmen’s meeting on that night. Selectman Hayes stated that he would like to see a delegate from the Town attend this final forum. Finance Director Geoff Ruggles will be attending as Gilford’s representative.

**10. Public Input** – none.

**11. Selectmen’s Issues** – none.

- 12. Administrator’s Report** – Town Administrator Dunn reported that the Cemetery Trustees met today and would like to start a fundraising campaign for donations for cemetery maintenance. They will have donation cans placed at various locations in Town and will also have a booth at

Old Home Day. It is the goal of the Trustees to have all stones upright and whole, as well as have signage and complete records for each cemetery. The Weeks Cemetery is the first priority and upon completion of the necessary work, the Trustees will move onto another cemetery for maintenance.

Town Administrator Dunn has also been working on a Resolution to Establish a Solid Waste Committee and has completed the first draft of the Facility Use Policy. The Facility Use Policy will be reviewed at the next Department Managers' meeting. He will also be meeting with representatives from NH DOT, Russ Dumais, Sheldon Morgan and Selectman Hayes at Old Lakeshore Road this Friday at 1:00 p.m.

The signage for the Airport was recently approved and will be installed by the Department of Public Works. The 2010 budget timeframe will be forthcoming in August.

13. **Next Meeting** – Wednesday, August 12, 2009 at 7:00 p.m.
14. **Adjournment** – With no further business before the Board, the Board of Selectmen's July 22, 2009 meeting was adjourned at 7:49 p.m.

Respectfully submitted,

John T. O'Brien  
Clerk