

**GILFORD SUMMER TOWN FORUM AND
BOARD OF SELECTMEN'S MEETING
August 12, 2009
Town Hall**

The Board of Selectmen convened the Summer Town Forum on Wednesday, August 12, 2009, at 6:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH.

Chairman Gus Benavides welcomed the persons in attendance and led the Pledge of Allegiance.

In attendance were Selectmen Kevin Hayes and John O'Brien, Recreation Assistant Tracie Bettez, Town Clerk/Tax Collector Denise Morrissette, DPW Director Sheldon Morgan, Director of Planning and Land Use John Ayer, Deputy Fire Chief John Beland, Assessor Wil Corcoran, Executive Secretary Sandra Bailey, Town Administrator Scott Dunn, Library Director Katherine Dormody, Police Chief John Markland and Superintendent of Schools Paul DeMinico.

Deputy Fire Chief John Beland thanked the residents who came out for the Summer Town Forum. Highlights of his presentation included a description of the radar equipment donated by the Winnepesaukee Yacht Club and a new medical transport program where cardiac patients can be directly transported to the Concord Hospital or Catholic Medical Center for cardiac catheterization. DC Beland also encouraged residents to make sure that they have working smoke alarms on all levels of their homes and to keep brush and debris away from all buildings.

Police Chief John Markland stated that it has been a transitional year for the Police Department with the retirements of two long term employees – Lt. Ed Cowing and Executive Secretary Judy Morgan. The day shift dispatcher has been promoted to the position of Executive Secretary and a former dispatcher was re-hired to fill the daytime dispatcher position. An existing officer will be promoted to the rank of Sergeant next week, creating an open position for a police officer. Chief Markland commented that thefts and burglaries have increased and this is a sign of the times with the poor economy. He also provided information on the Nixle communication system for emergency broadcasts and encouraged residents to subscribe to this service.

Director of Planning and Land Use John Ayer stated that building permits are down from last year, as a result of the economy. There are half as many new homes as there were last year, but more remodels and commercial building. The Gilford Community Church expansion and renovation is nearing completion and is the first property in Gilford to utilize porous asphalt in their parking lot. The Planning Board has already begun their review of possible 2010 zoning ordinance amendments, as well as a Master Plan update.

Public Works Director Sheldon Morgan stated that the Hazardous Waste and Island Cleanup Day went very well. Although the weather has slowed down the progress of paving operations, the Department has done extensive "ditching" work, which has been beneficial with all of the rain this summer. There have been a few rubbish issues at Glendale and Dock #1 repairs will commence this fall. Director Morgan also pointed out the combined effort of the Anderson family and the Department to salvage the Outing Club Warming Hut on Route 11-A. The funds have been raised so they are looking to get the actual repair work underway.

Town Clerk/Tax Collector Denise Morrissette stated that her office is able to do more types of transactions for residents since they have been online with the Department of Motor Vehicles. She reminded residents that a Payment Drop Box is located in the Town Hall parking lot. She also stated that 95% of the first issue 2009 property taxes have been paid. She highlighted some the changes that have been made with the State's boat registration process. Deputy Town Clerk/Tax Collector Jenn Mooney will graduate this Friday as a certified tax collector.

Library Director Katherine Dormody advised residents in attendance that they have been in their new building for approximately one year. She reviewed some of the minor building modifications that have been made and praised the geothermal heating/cooling system that is in place. Their summer reading program had 400 participants and their meeting room continues to be very heavily booked. Their website is their primary means of communication with their patrons. The Friends of the Library primary fundraiser is Gilford Old Home Days, coming up on August 29th.

Recreation Assistant Tracie Bettez indicated that the Parks and Recreation Department has had a very busy summer. Facility improvements include the completion of the second phase of a three-phase playground project at the Village Field. The bandstand at the Village Field has been painted and two new grills have been purchased for the beach. Participation in the summer programs – golf, softball, basketball camp, tennis, soccer, beach arts and crafts, swimming lessons and Water Carnival – has been excellent. The Sciensational Workshop will be held next week and the theme for Old Home Day is “Life on the Lake.”

Assessor Wil Corcoran stated that he is in the process of compiling information for the Board of Selectmen that will show assessed value vs. market value. The real estate market is soft and there are many “short sales” occurring. Sales figures for short sales and foreclosures cannot be used for the purpose of calculating market value. He briefly explained how the market has affected the sale of boat slips and waterfront and island properties.

Superintendent of Schools Paul DeMinico explained that the District’s long range strategic plan, which deals with staff, facilities and curriculum, is scheduled for revision in the spring of 2010. Enrollment figures continue to slide and as a result, have decreased total staff by 6 ½ positions. Dr. DeMinico also provided information on legislation that has changed the age for “dropouts” from 16 to 18. The percentage of college-bound seniors from the Class of 2009 is 80% for girls and 70% for boys. A meeting is scheduled for next week between the Fire Department, Police Department, Health Officer Sheldon Morgan and school officials to discuss the H1N1 Virus.

Town Administrator Dunn stated that he has nearly completed his first full year with the Town. He complimented Department Managers who take their financial issues very seriously. He has asked them to tighten their belts even further for the 2010 budget. It is a balancing act to control costs and provide the level of service that the residents of Gilford expect. Town Administrator Dunn spent much of his first year reviewing and re-writing various Town regulations and policies.

Public Input and Questions

Wayne Swanson inquired why the Town charges for guests at the Town beach. He cited other towns where there is no charge for guests and residents can receive a 3-year guest pass that they may use on any vehicle. Chairman Benavides responded to Mr. Swanson’s concerns. He stated that due to overcrowding and overuse at the Town beach and Glendale Docks, residents had to compete with guests for parking spaces, etc. At the end of the summer season, the Board of Selectmen will review both the Beach Regulations and Glendale Facility Regulations and evaluate any issues or concerns. Chairman Benavides also pointed out that there has been a concern with guest card abuse.

Town Administrator Dunn added that the Gilford Town Beach is restricted by deed to only be used by the Town of Gilford residents/taxpayers. Mr. Swanson encouraged the Board to check with New London and Sunapee on how their Town beaches are run.

Terry Stewart asked Dr. DeMinico the impact that the water damage had to the education of students at the Middle School and what plans, if any, have been made to plan for a similar future problem that may occur. Dr. DeMinico replied that the Middle School students had extended days for several

weeks, changing dismissal time from 2:20 p.m. to 4:00 p.m. Engineers have checked the pipe connections for any other potential problems. In the future, the School's Maintenance personnel will conduct a more thorough inspection of pipe connections. Dr. DeMinico added that the Commissioner of Education was extremely helpful in guiding them through the recovery of lost classroom time.

David Pangburn thanked Sheldon Morgan for his staff's hard work in maintaining the Glendale Facility. He did suggest that the recyclable containers be better marked and that the Board find additional trailer parking nearby. Mr. Pangburn would also like to see the bushes trimmed around the bandstand.

Dick Lindstrom asked for an update on the Meadows Project. Dr. DeMinico replied that the School Board charged the Meadows Committee to develop plans to fulfill the restrictions the Caryes included in the conveyance of the property, that it be used for educational purposes. The goal of the Meadows Committee is to provide a safe environment and make sure that all legal requirements are met, at no expense to the taxpayers of Gilford.

John Goodhue asked if the conveyance hadn't been rescinded and the property be returned to the Caryes. School Board Chair Sue Allen stated that there has been an amendment to the restriction and this is no longer the case.

The Summer Town Forum portion of the meeting ended at 7:08 p.m. The regular session of the Board of Selectmen convened at 7:15 p.m. Selectmen present were Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey. Staff members in attendance for the regular session were DPW Director Sheldon Morgan, Town Clerk/Tax Collector Denise Morrissette, Police Chief John Markland and Deputy Police Chief Kevin Keenan.

1. Announcements

- 1.1. Chairman Benavides announced that there is a vacancy on the Laconia Airport Authority for a Gilford resident. He also stated that the Gilford Energy Committee is still looking for additional volunteer members.
- 1.2. Chairman Benavides announced that the Timberman Triathlon will be held on August 22 and 23, 2009. He introduced the event's organizer, Keith Jordan, who was in attendance to provide an update for the Board. Mr. Jordan stated that preparations for the event are going well in coordination with NH DOT and the Gilford Police Department. This event was sold out in December and has representation from all 50 states, as well as 28 countries. Parking last year went very well utilizing Gunstock and there will be more busses available this year. Mr. Jordan closed by saying that they are nervous and excited for the event and this year marks the event's 10th anniversary.
- 1.3. Gilford Old Home Day is Saturday, August 29th.

2. Review/Approval of Minutes

- 2.1. Selectman Hayes moved to approve the minutes of the regular and non-public sessions of the July 22, 2009 meeting. Selectman O'Brien seconded. Motion carried with all in favor.

3. Consent Agenda

- 3.1. Selectman Hayes moved to approve the Consent Agenda for the period July 20, 2009 through August 7, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

DOCUMENT

DATE

DOCUMENT

MAP/LOT #

01/30/09

Change of Status - LaFond

03/01/09	Change of Status - Hannafin	
04/01/09	Change of Status - McGonagle	
04/01/09	Change of Status - Barrett	
05/01/09	Change of Status - Wilson	
05/01/09	Change of Status - Pelletier	
05/01/09	Change of Status - Davis, K.	
05/01/09	Change of Status - Adams	
05/02/09	Change of Status - DuVerger	
06/01/09	Change of Status - Poole	
06/01/09	Change of Status - Andrews	
06/01/09	Change of Status - Bonan	
06/01/09	Change of Status - Brown	
06/16/09	Change of Status - Attar	
06/29/09	Change of Status - Blanchette	
07/01/09	Change of Status - Micu	
07/01/09	Change of Status - Davis, JS	
07/01/09	Change of Status - Davis, S	
07/01/09	Change of Status - Beaulac	
07/01/09	Change of Status - Beaupre	
07/01/09	Change of Status - Akerley	
07/01/09	Change of Status - Adair	
07/01/09	Change of Status - Skafas	
07/01/09	Change of Status - Markland	
07/02/09	Abatement - Cox	251-009.002
07/06/09	Change of Status - Wawrzynski	
07/09/09	Accounts Payable Manifest	
07/09/09	Abatement Denial - Gerald Realty	201-024.000
07/13/09	Payroll Register	
07/13/09	Abatement Denial - CVS	201-033.000
07/13/09	Abatement Denial - Gilbert Airport Plaza LLC	213-094.001
07/14/09	Change of Status - Benoit	
07/14/09	Abatement - D'Agata	263-065.000
07/14/09	Abatement - Pierce	223-032.000
07/14/09	Abatement - Pierce	223-032.100
07/16/09	Accounts Payable Manifest	
07/20/09	Payroll Register	
07/22/09	Notice of Intent to Cut Timber - Peverly, Powell lots	232-002.000
07/22/09	Notice of Intent to Cut Timber - Peverly, Powell lots	234-001.000
07/22/09	GAVWD Abatement - Claridge	252-165.000
07/22/09	TC Warrant - 2009 Water Rents	
07/22/09	Accounts Payable Manifest	
07/23/09	Elderly Exemption - Deveau	252-016.812
07/23/09	Cert. of Yield Taxes Assessed - Belknap County	254-139.000

07/23/09	Abatement - Sargent	201-011.023
07/27/09	Certificate of Appreciation - Leggett	
07/28/09	Payroll Register	
07/29/09	Notice of Lien - Palisi	213-016.007
08/01/09	Change of Status - Latosek	
08/03/09	Eviction Notices - Tax Deeded Properties	
08/12/09	Abatement - Pope	223-590.215
08/12/09	Tax Collector's Warrant - Land Use Change Tax	228-004.000
09/01/09	Change of Status - Doucette	

4. **New Business**

4.1. Utility Pole Licenses – Swain Road – Selectman Hayes moved to retroactively approve the licenses for PSNH poles #152/11 and 152A/1 on Swain Road as recommended by the Department of Public Works, with the condition that the duplicate poles be removed as soon as possible. Selectman O’Brien seconded. Motion carried with all in favor.

4.2. Driveway Permit Waiver – 14 Chipmunk Circle – Bill Rohr of 14 Chipmunk Circle has requested a waiver of the Minimum Road Standards to allow him to pave an existing driveway that exceeds 20 feet in width. Town Administrator Dunn has viewed the property and stated there would be no impact by allowing this waiver.

Selectman Hayes moved to approve a waiver of the 20 foot width limitations for the existing driveway at this location. Selectman O’Brien seconded. Motion carried with all in favor.

4.3. Tannery Hill Bridge – Restoration Acknowledgement Plaque – Chairman Benavides briefly explained that this request from Scout Troup #243 would commemorate the efforts of Mike Nickerson for repairs and maintenance to the Bridge in 2008, while working towards his Eagle Scout award.

Selectman Hayes moved to authorize the installation of a plaque commemorating the restoration work done by Eagle Scout Mike Nickerson. Selectman O’Brien seconded. Motion carried with all in favor.

4.4. Bid Waiver – Dump Body with Plows & Hydraulics 2009 Ford F550 – DPW Director Sheldon Morgan advised the Board that his department does not take the request for an exception to the competitive bidding process lightly. The central hydraulic system, plows and plow frame they would like to purchase from Howard P. Fairfield of Pembroke, NH, would result in three trucks having identical equipment. H.P. Fairfield has agreed to honor the same pricing that was used in 2008. Having to stock fewer parts would also be advantageous.

Selectman Hayes moved to cautiously approve the bid waiver request and accept proposal #125344 from H.P. Fairfield dated July 20, 2009. Selectman O’Brien seconded. Motion carried with all in favor.

4.5. Disposition of Surplus Vehicle – DPW Pick-up – Town Administrator Dunn stated that since a surplus pick-up truck has become available, it makes sense to transfer it to the Parks and Recreation Department for the transportation of trash and equipment. The current sedan being used by the Parks and Recreation Department would be disposed of by solicitation of bids. Selectman Hayes inquired as to the status of the truck in the winter. Town Administrator Dunn stated that it could be used as a backup to the Department of Public

Works, otherwise it would probably sit.

Selectman Hayes moved to authorize the transfer of a 1999 Ford F-350 from the Department of Public Works to the Parks and Recreation Department, provided that their current sedan is sold as surplus. Selectman O'Brien seconded. Motion carried with all in favor.

4.6. Appointment to CIP Committee – Planning Board Representative - Selectman Hayes moved to appoint Dennis Corrigan as the Planning Board representative to the CIP Committee, to fill the slot of former representative Jerry Gagnon, with a term to expire on April 30, 2010, with a thank you to Jerry Gagnon. Selectman O'Brien seconded. Motion carried with all in favor.

4.7. NHLGC Certificate of Authorizing Resolution – This document would authorize Town Administrator Dunn to sign NHLGC Trust documents on behalf of the Town.

Selectman Hayes moved to authorize the Town Administrator to sign NHLGC Trust documents on behalf of the Town. Selectman O'Brien seconded. Motion carried with all in favor.

4.8. Police Technical Assistant Job Description – Town Administrator Dunn stated that the Police Department needs a person to serve as Technical Assistant, including confidential administration and office support. The technology needs of the Police Department have grown over the years and the existing Police Clerk position does not reflect the duties that are actually being performed. This is due, in part, to the recent retirement of the long-term Executive Secretary and the fact that the Police Clerk has assumed some of her responsibilities dealing with confidential information. It is the intention of the Department to fill this position from within. Selectman Hayes moved to establish the position of Police Technical Assistant and authorize the Police Chief to report back to the Selectmen with a plan to fill the position in accordance with the Town's Personnel Policies. Selectman O'Brien seconded. Motion carried with all in favor.

4.9. 2010 Budget Preparation – The schedule for the 2010 Budget Preparation was briefly discussed. Department budgets will be submitted to the Town Administrator by September 4th, with the Town Administrator's budget's being submitted to the Board by September 9th. The Board concurred to have an all day Budget Work Session on Tuesday, September 22, 2009, with a follow-up session on September 23rd at 5:00 p.m., if needed.

4.10. A Policy Governing the Use of Town Property – Town Administrator Dunn stated that a few very minor changes are needed, such as Section 8.1, where the fourteen (14) days will be changed to thirty (30) days, to be consistent with Section 8.2. Selectman Hayes moved to approve A Policy Governing the Use of Town Property, with the changes identified by Town Administrator Dunn. Selectman O'Brien seconded. Motion carried with all in favor.

4.11. A Resolution Establishing a Solid Waste and Resource Recovery Committee – Selectman Hayes moved to adopt the resolution as presented. Selectman O'Brien seconded. Selectman O'Brien inquired why the Committee would have an ending date of 2012. DPW Director Sheldon Morgan stated that a three-year period is a good time to reassess the Committee. Motion carried with all in favor.

4.12. Bottled Water Expenditure – Chairman Benavides stated that the cost of bottled water for the Town does add up and he would like to solicit sealed bids for a bottled water provider. He further stated that the Town needs safe drinking water and water testing results consistently have tested positive for MTBE. Selectman Hayes moved to have the Town

Administrator solicit bids for the year 2010 and look at options for a long-term solution to the water quality issue. Selectman O'Brien seconded. Motion carried with all in favor.

- 4.13. Request for Proposal – Town Engineer** – Town Administrator Dunn stated that he would like to open the competitive bidding process for the services of a Town Engineer. This individual would have three important functions – design of solutions for municipal projects, independent review of private development for subdivisions and site plans, and construction observation services.

Discussion ensued, with Town Administrator Dunn advising the Board that the cost of Planning Board reviews would be borne by the applicant, with no cost to the taxpayers. Selectman Hayes expressed concern with the multi-faceted scope of services. Town Administrator Dunn stated that an engineering firm could subcontract some of the services. Chairman Benavides reiterated that there would be no cost to taxpayers, unless it is a Town of Gilford project.

Selectman Hayes moved to authorize the solicitation of proposals for a Town Engineer as set forth in the RFP. Selectman O'Brien seconded. Motion carried with all in favor. The Board designated Selectman O'Brien as their representative to the panel who will review the proposals.

5. Old Business

- 5.1. Gilford Police Expansion Survey Results** – Statistical and Economic Consultant Chris Leggett was in attendance to briefly review the results of the Police Expansion Survey. He stated that 272 out of 500 surveys were returned and in general, residents would like to see the project on the ballot again when the economy improves, would like to see the cost reduced, think that Town space is being used inefficiently and they could be persuaded to agree to the geothermal heating/cooling system if they had more information on it.

The Board thanked Mr. Leggett for his efforts in creating the survey and tabulating the results.

6. Public Input – none.

- 7. Selectmen's Issues** – Selectman Hayes inquired about the schedule for the Timberman Triathlon. Chairman Benavides stated that he would be there at the opening of the event on Saturday morning and Selectman O'Brien would be there on Sunday morning.

Selectman O'Brien suggested postponing a meeting with the School Board until additional information is available on the old Library.

- 8. Administrator's Report** – Town Administrator Dunn reported that the next few weeks will be primarily spent working on the 2010 budget.

- 9. Next Meeting** – Wednesday, August 26, 2009 at 7:00 p.m.

- 10. Non-Public Session** – Selectman Hayes moved to enter Non-Public Session at 8:10 p.m. on a roll call vote pursuant to RSA 91-A:3 II (a)(d)(c) to discuss personnel issues, disposition of real property and matters which, if discussed in public, would likely affect adversely the reputation of a person who has applied for a tax abatement based on inability to pay or poverty. Selectman O'Brien seconded. Motion carried with all in favor.

Town Clerk/Tax Collector Denise Morrissette was in attendance until 8:19 p.m. Police Chief

John Markland and Deputy Chief Kevin Keenan entered Non-Public Session at 8:20 p.m. and exited at 8:56 p.m.

Selectmen Hayes moved to exit Non-Public Session at 9:12 p.m. Selectman O'Brien seconded. Motion carried with all in favor.

11. **Adjournment** – With no further business before the Board, the Board of Selectmen's August 12, 2009 meeting was adjourned at 9:13 p.m.

Respectfully submitted,

John T. O'Brien
Clerk