

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**October 14, 2009**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, October 14, 2009, at 7:05 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.

Finance Director Geoff Ruggles, Library Director Katherine Dormody, Director of Public Works Sheldon Morgan, Town Clerk/Tax Collector Denise Morrissette, Police Chief John Markland and Deputy Police Chief Kevin Keenan were also in attendance.

Members of the public in attendance included Kevin Roy, Mark Corry and Dale Dormody.

1. **Non-Meeting**– [6:00 p.m. Consultation with legal counsel per RSA 91-A:2, I(b)]
2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements**
  - 3.1. **Letter of Appreciation from Governor's Island Club** – Chairman Benavides read aloud a letter of appreciation for Sheldon Morgan and his team for the excellent manner in which they have taken care of the roadways on Governor's Island.
  - 3.2. **Gilford Village Water District Upgrades** – Chairman Benavides read aloud a letter from Norm Harris, water system operator of Gilford Village Water District, which announced upgrades that will be made to improve the quality and pressure of water in the Village Water District.
  - 3.3. **Town Clerk Certification Designation** – Chairman Benavides announced that Town Clerk/Tax Collector Denise Morrissette has recently earned the designation of CMC through the International Institute of Municipal Clerks. This significant achievement is only granted to municipal clerks who complete demanding education requirements and have a record of significant contributions to their community and state. Chairman Benavides expressed his personal congratulations to TC/TC Morrissette for her hard work, dedication and service to the citizens of Gilford.
4. **Review/Approval of Minutes**
  - 4.1. Selectman Hayes moved to approve the minutes of the regular and non-public sessions of the September 23, 2009 meeting and the regular and non-public sessions of the September 30, 2009. Selectman O'Brien seconded. Motion carried with all in favor.
5. **Consent Agenda**
  - 5.1. Selectman Hayes moved to approve the Consent Agenda for the period September 21, 2009 through October 9, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

**DOCUMENT**

<b><u>DATE</u></b>	<b><u>DOCUMENT</u></b>	<b><u>MAP/LOT #</u></b>
06/29/09	Change of Status - Heinz	
07/14/09	Change of Status - Cutter	
08/03/09	Change of Status - Morgan	
08/11/09	Change of Status - Harris	
09/04/09	Change of Status - Clairmont	
09/08/09	Payroll Register	

09/09/09	Notice of Lien	213-057.000
09/09/09	Accounts Payable Manifest	
09/11/09	MS-1 (3)	
09/11/09	Sewer Abatement - Town of Gilford	213-091.000
09/11/09	Sewer Abatement - Roy	204-039.000
09/14/09	Payroll Register	
09/14/09	Sewer Abatement - Brouillard	213-068.019
09/15/09	Abatement - Old Lakeshore Coop.	224-046.038
09/15/09	Change of Status - Low	
09/15/09	Change of Status - Archibald	
09/15/09	Sewer Abatement - Gerald Realty	201-024.000
09/16/09	Accounts Payable Manifest	
09/16/09	Sewer Abatement - Jackson	223-464.000
09/20/09	Veteran's Tax Credit - Morin	213-076.000
09/20/09	Veteran's Tax Credit - Kelley	227-039.000
09/20/09	Veteran's Tax Credit - Davidson	201-009.091
09/21/09	Veteran's Tax Credit Denial - Coy	223-101.011
09/21/09	Veteran's Tax Credit - Wernig	226-082.000
09/21/09	Notice of Intent to Cut - Greenwood	228-003.200
09/21/09	Veteran's Tax Credit - Robinson	223-589.000
09/21/09	Payroll Register	
09/23/09	Accounts Payable Manifest	
09/28/09	Payroll Register	
09/30/09	Veteran's Tax Credit - Economou	267-012.050
09/30/09	Veteran's Tax Credit - Welsh	223-541.201
09/30/09	Veteran's Tax Credit - Lennon	213-068.011
09/30/09	Veteran's Tax Credit - Lent	203-234.000
09/30/09	Veteran's Tax Credit - Breton	210-009.000
09/30/09	Veteran's Tax Credit - Keller	227-129.000
09/30/09	Veteran's Tax Credit - Gagnon	203-010.000
09/30/09	Veteran's Tax Credit - Clement	252-016.806
09/30/09	Accounts Payable Manifest	
10/01/09	Veteran's Tax Credit - Lyman	228-019.000
10/23/09	Change of Status - Tanner	
10/29/09	Change of Status - Buckner	

## 6. Appointments

**6.1. Katherine Dormody – Library Quarterly Update** – Library Director Dormody provided the Board with various circulation statistics, indicating that their busiest months have been June, July and August. This is due to both the Summer Reading Program and library usage by seasonal residents. She also provided an update on programs in the Children’s Room and joint activities with Gilford Elementary School.

Director Dormody and the Trustees are also very appreciative of their many volunteers who assist with various activities at the Library. The Library also provides meeting space for various community groups. In closing, Library Director Dormody advised the Board that 86

new library cards were issued during the month of September.

The Board thanked Library Director Dormody for her update.

**7. Old Business**

**7.1. 29 Old Lakeshore Road Temporary Closing for Fire Department** – Town Administrator Dunn reported that the Fire Department is seeking authorization from the Board of Selectmen to close a segment of Old Lakeshore Road, in the vicinity of #29, from 6:00 a.m. until 11:00 a.m. on October 17, 2009, in order to allow for a burn training mission. Selectman Hayes moved to authorize the Fire Department to close a portion of Old Lakeshore Road on October 17, 2009, as requested. Selectman O'Brien seconded. Motion carried with all in favor.

**7.2. Highway Construction Change Order** – DPW Director Sheldon Morgan was in attendance to explain his request for a highway construction change order. He explained that the seasonal highway construction work is moving along well but he would like authorization to spend an additional \$53,777 for projects that need to be completed before winter, as well as \$66,000 from the Road Sealing line item, to be used for additional ditch work, culvert maintenance and asphalt shimming. Selectman Hayes stated that he thinks Director Morgan does a very commendable job and should be allowed to complete the highway construction as requested.

Selectman Hayes moved to authorize a \$119,777 change order in the contract with Wolcott Construction to perform additional construction work. Selectman O'Brien seconded. Motion carried with all in favor.

**8. New Business**

**8.1. Governor's Island Speed Bump Request** – Chairman Benavides advised Board members that correspondence has been received from the Governor's Island Club requesting the installation of 3 or 4 speed bumps on Governor's Island. The proposal states that Governor's Island Club will purchase the speed bumps and they would be installed and maintained by the Department of Public Works. Selectman Hayes stated that he thinks that this is the right thing to do. Chairman Benavides asked why this was appropriate to do this for Governor's Island and asked Director Morgan if he has received requests from other residents of Gilford for speed bumps.

Director Morgan stated that it is different for Governor's Island because they are willing to pay for the speed bumps and the speeding issue is not easily controlled. The speed bumps would be properly installed by DPW and have appropriate signage. Selectman Hayes further stated that he thinks all four speed bumps should be installed. Selectman O'Brien asked Director Morgan how many speed bumps he thinks should be installed and he replied that there should be at least three to cover all of the routes into Governor's Island.

Chairman Benavides asked if Governor's Island will replace the speed bumps and signage, if damaged, and Director Morgan replied yes. Selectman Hayes moved to approve the purchase of speed bumps by the Governor's Island Club; and to be installed, removed seasonally and maintained by the Town of Gilford Department of Public Works. Selectman O'Brien seconded. Motion carried with all in favor.

The Governor's Island Club has also requested a lowering of their speed limit from 30 mph to 25 mph. Director Morgan recommended that a traffic investigation be performed by Police Chief Markland. Following brief discussion, it was the consensus of the Board to authorize Chief Markland to perform a traffic investigation of Governor's Island, after the

completion of the traffic investigation of Potter Hill Road.

- 8.2. 2010 Lawn Care Contract** – Director Morgan presented a contract proposal from Drake Brothers for 2010 Town of Gilford lawn care. He stated that an additional \$1,050 was added to the 2010 contract to cover the cost of mowing at the Library. John O'Brien asked Director Morgan if there was a more cost effective way to take care of the Town's lawn mowing. Director Morgan replied that they have looked at it, but it would be very costly for the Town to acquire and maintain the necessary equipment needed, as well as the costs for an employee.

Selectman Hayes moved to approve the 2010 contract proposal with Drake Brothers and reduce the budget appropriation by \$50. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.3. Elimination of Parking Spot @ Belknap Mtn. Road and Potter Hill** – Gilford resident Kirk Dougall has brought forth a request to eliminate the parking space in front of the Grange, at the corner of Belknap Mountain Road and Potter Hill Road. DPW Director Morgan stated that he has conferred with Chief Markland on this matter and both of them feel it would be beneficial to visibility at the intersection to eliminate the parking space.

Selectman Hayes moved to remove the existing parking space on Belknap Mountain Road in front of the former Grange building that abuts the intersection with Potter Hill Road. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.4. Commercial Signs in Town Rights-of-Way** – Town Administrator Dunn explained that there has been an ongoing problem with commercial signs being placed within the Town's rights-of-way. The Code Enforcement Officer has stated that a previous Board of Selectmen authorized the use of rights-of-way for directional signs, but no record of any action has been found. He asked the Board to clarify their position on this matter, whether or not they would like to continue the practice or not allow it. Chairman Benavides stated that the down side of eliminating the directional signs is that they will not be there to assist residents who are selling their property. Chairman Morgan stated that some signs have become an issue at intersections since they impede sight distance.

Town Administrator Dunn stated that he thinks these signs should be banned and it is very presumptuous of people to place signs on someone else's property. Brief discussion ensued on how the Town's right-of-way is determined. Since the Ordinance states that sign are permitted within the Town's rights-of-way only by permission of the Board of Selectmen, a permitting processing with the Board will need to be developed.

Town Administrator Dunn further stated that although many signs are real estate related, there are also signs for hot tubs, paving, etc. Selectman Hayes moved to prohibit the placement of commercial signs within the Town's rights-of-way, unless they are approved by the Board of Selectmen, effective November 1, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.5. Disposition of Surplus Equipment (Town land next to Library)** – DPW Director Sheldon Morgan briefly reviewed the items he has inventoried from the small building located on Town property on Potter Hill Road. He has made suggestions for keeping items, donating items and disposing of items. Selectman Hayes moved to authorize the disposition of items found in the Potter Hill Road equipment shed as recommended by Director Morgan. Selectman O'Brien seconded. Motion carried with all in favor.

**8.6. Purchase of Ford F-550 Truck Body** – DPW Director Morgan stated that this truck would be used primarily in Gunstock Acres and is concerned with its traction. He provided an explanation on why the Henderson body he is proposing to purchase would be the best fit for this requirement. Since Henderson truck bodies are sold exclusively in Northern New England by H.P. Fairfield of Pembroke, NH, he is also requesting a waiver of the bid requirements.

Selectman Hayes moved to approve the waiver of the bid requirements in the Purchasing Policies and authorize up to \$28,020 for the purchase of a Henderson truck body and two options (fenders and auger), if needed. Selectman O'Brien seconded. Motion carried with all in favor.

**9. Public Input** – none.

**10. Selectmen's Issues** – Chairman Benavides provided a reminder regarding the work session to review the Glendale Ordinances on Tuesday, October 27, 2009 at 8:00 a.m.

**11. Administrator's Report** – Town Administrator Dunn reported that the final 2009 tax rate is in the process of being set. On average, there should be no increase in the amount of taxes paid by property owners, due to the decreased valuations.

He also reported that PSNH will be doing tree cutting on Hoyt Road tomorrow between 8:30 a.m. and 11:30 a.m. Also, the Department of Public Works will be closing the Glendale comfort stations for the season.

Energy Committee member Bill Knightly recently won an energy audit and will be transferring the amount of his prize to the Town for an energy audit, which will in turn save money for the Town. A thank you will be sent to Mr. Knightly for his donation.

**12. Non-Public Session** - Selectman Hayes moved to enter Non-Public Session on a roll call vote at 8:07 p.m. pursuant to RSA 91-A:3 II (e)(d)(a) to discuss pending litigation, disposition of real property and personnel issues. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor.

While in Non-Public Session, Selectman Hayes moved to promote Eric Bredbury to the position of Corporal Prosecutor effective 10/19/09, at a pay rate of \$24.01, Grade 4, Step 7. Selectman O'Brien seconded.

Other matters were discussed and these minutes were sealed from a motion by Selectman Hayes at 8:40 p.m. Selectman O'Brien seconded. Motion carried with all in favor.

Selectmen Hayes moved to exit Non-Public Session 8:40 p.m. Selectman O'Brien seconded. Motion carried with all in favor.

**13. Next Meeting** – Wednesday, October 28, 2009 at 7:00 p.m. – Regular Meeting

**14. Adjournment** – With no further business before the Board, the Board of Selectmen's October 14, 2009 meeting was adjourned at 8:40 p.m.

Respectfully submitted,

John T. O'Brien  
Clerk