

GILFORD BOARD OF SELECTMEN'S MEETING
December 2, 2009
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, December 2, 2009, at 6:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides and Kevin Hayes. Also present was Town Administrator Scott Dunn. Absent was Selectman John O'Brien.

1. **Non-Public Session** – Selectman Hayes moved to enter Non-Public Session on a roll call vote at 6:00 p.m. pursuant to RSA 91-A:3 II (c)(d) to discuss matters which may adversely affect someone's reputation and disposition of real property. Chairman Benavides seconded. Motion carried with all in favor.

Selectmen Hayes moved to exit Non-Public Session at 7:00 p.m. Chairman Benavides seconded. Motion carried with all in favor.

The regular session resumed at 7:02 p.m. Staff members in attendance included Finance Director Geoff Ruggles, Director of Public Works Sheldon Morgan, DPW Operations Manager Dustin Muzzey and Executive Secretary Sandra Bailey.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements** – none.
4. **Review/Approval of Minutes**
 - 4.1. Selectman Hayes moved to approve the minutes of the regular and non-public sessions of the November 18, 2009 meeting. Chairman Benavides seconded. Motion carried with all in favor.
5. **Consent Agenda**
 - 5.1. Selectman Hayes moved to approve the Consent Agenda for the period November 16, 2009 through November 25, 2009. Chairman Benavides seconded. Motion carried with all in favor.

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MAP/LOT #

09/23/09	Change of Status - DeNutte
10/21/09	Change of Status - Balcom
10/31/09	Change of Status - Powell
10/31/09	Change of Status - Labarre
11/04/09	Change of Status - Jarvi
11/10/09	Change of Status - J. Beland
11/13/09	Change of Status - Andrews

6. **Appointments** – none.
7. **Old Business**
 - 7.1. **Bottled Water Bid Award** – Chairman Benavides briefly reviewed the bids that were received for supplying the Town with bottled water. He noted that the low bidder was Vermont Pure of Bow, NH. They currently provide the Town's bottled water supply and the bid they submitted is at a lower cost than what the Town is currently paying. Selectmen Hayes moved to accept the low bid of Vermont Pure from Bow, NH as the Town's bottled water supplier for the year 2010. Chairman Benavides seconded. Motion carried with all in

favor.

- 7.2. Glen Bridge Engineering Services** – DPW Operations Manager Dustin Muzzey provided an overview of the proposal from Dubois & King in the amount of \$26,800 for engineering services to repair the Glen Bridge, subject to the approval of NH DOT. This has been an ongoing process and the next step is to submit the proposal to NH DOT for their approval. Once this is received, the Town can enter into a contract with Dubois & King. Selectman Hayes inquired about the timetable involved with this “red listed” bridge. Operations Manager Muzzey provided him with this information and further stated that reimbursement from the State is scheduled for July 1, 2017. Brief discussion ensued regarding the lengthy process involved in having bridge repairs made.

Selectman Hayes moved to accept the proposal from Dubois & King in the amount of \$26,800 for engineering services to repair the Glen Bridge, subject to approval by NH DOT. Chairman Benavides seconded. Motion carried with all in favor.

8. New Business

- 8.1. Administrative Code Amendment #2 – Article 22 – Purchasing Procedures** – Chairman Benavides explained that this amendment was prepared to meet the need for management controls as suggested by the Town’s Auditors. Selectman Hayes inquired if this amendment still allows contractual agreements the ability to automatically renew if there is no increase in cost. Town Administrator Dunn replied that this is still possible because it would be addressed in bid documents.

Selectman Hayes moved to approve Amendment #2 as presented. Chairman Benavides seconded. Motion carried with all in favor.

- 8.2. Request to Purchase Abandoned Boat Trailer** – The Board briefly reviewed a request from DPW employee Ty Wolfe to purchase an abandoned boat trailer for the sum of \$1. The boat trailer has been at the Recycling Center for an extended period of time and is in very poor condition.

Selectman Hayes moved to authorize the sale of the abandoned trailer to Ty Wolfe for the sum of \$1. Chairman Benavides seconded. Motion carried with all in favor.

- 8.3. Emergency Repairs to 2001 JCB Loader** – DPW Director Sheldon Morgan was in attendance to provide the Board with information concerning repairs to the 2001 JCB loader. Casey Equipment of Kingston, NH has provided the Town with an assessment for repair and quote for the necessary repairs. There are two options available – one is to install a remanufactured engine for \$20,802, with a one-year warranty, and the other is to reassemble the existing engine with replacement parts for \$7,716, with no warranty.

Director Morgan is recommending that the Board authorize the installation of a remanufactured engine and has sufficient funds to cover the cost due to fuel savings. He also indicated the potential for a core credit of up to \$4,000 after the old engine is inspected for damage.

Selectman Hayes moved to approve the expenditure of \$20,802, less any potential core credit, for the installation of a remanufactured engine in the 2001 JCB Loader. Chairman Benavides seconded. Motion carried with all in favor.

- 8.4. Special Detail (Police & Fire) Rates** – Chairman Benavides reported that there is a need to increase the special detail rates as of January 1, 2010, in order to cover increases in unemployment compensation and workers compensation insurance. Town Administrator Dunn indicated that a public hearing would be necessary prior to adopting the new fee schedule, so it was scheduled for Wednesday, December 16, 2009 at 7:00 p.m.

- 8.5. Appointment to Lakes Region Planning Commission** – Selectman Hayes moved to re-appoint Richard Waitt as one of the Town’s representatives to LRPC, until such time as a successor has been appointed. Chairman Benavides seconded. Motion carried with all in favor.
- 8.6. 2009 Town Report Bid Award** – Selectman Hayes moved to accept the bid of The Country Press of Middleborough, MA in the amount of \$4,137.94 for the printing of the 2009 Annual Report. Chairman Benavides seconded. Motion carried with all in favor.
- 8.7. Ambulance Equipment Purchase Authorization (Intravenous Fluid Pumps)** – Chairman Benavides stated that Fire Chief Hayes has requested authorization to purchase two (2) digital intravenous fluid pumps, from encumbered funds for the purchase and equipping of the new ambulance. Two quotes have been received – Baxter Medical Supply at \$3,700 each and Lakes Region General Hospital at \$3,100 each.

Timing is an issue with this purchase because the funds must be expended before the end of the year. Chief Hayes would like authorization to purchase the pumps from whichever vendor can supply the product the fastest, with a maximum price of \$7,400 plus shipping costs.

Selectman Hayes moved to authorize the purchase of the two digital intravenous fluid pumps for an amount not to exceed \$7,400 plus shipping costs. Chairman Benavides seconded. Motion carried with all in favor.

9. Public Input – none.

10. Selectmen’s Issues – Selectman Hayes stated that he has viewed the Town’s skating rink and is very impressed with the hard work being done by volunteers to refurbish the structure, at no cost to Gilford taxpayers. Kudos went out to Merrill Fay and the other volunteers involved.

Because it is Town Administrator Dunn’s birthday tomorrow, December 3rd, Chairman Benavides wished him a happy birthday.

11. Administrator’s Report – Town Administrator Dunn stated that the 2009 Appraisal Report has been completed and is available. He also advised the Board that four petition warrant articles have been received – three are money articles and one is a zoning article.

Correspondence has been received from Metrocast Cablevision, indicating a small increase in rates for 2010.

Town Administrator Dunn recently attended an LRPC meeting where the NH DOT Commissioner compared the goal of President Obama revitalizing the railroads to that of President Eisenhower with the interstate highway system.

12. Next Meeting – Wednesday, December 16, 2009 at 7:00 p.m. – Regular Meeting at Town Hall

13. Adjournment – With no further business before the Board, the Board of Selectmen’s December 2, 2009 meeting was adjourned at 7:27 p.m.

Respectfully submitted,

John T. O’Brien
Clerk