

GILFORD BOARD OF SELECTMEN'S MEETING
December 16, 2009
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, December 16, 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.

Staff members in attendance included Finance Director Geoff Ruggles, Town Clerk/Tax Collector Denise Morrisette, Deputy Fire Chief John Beland and DPW Director Sheldon Morgan. In addition, Fire Engineer Bill Akerley and Town Appraiser Wil Corcoran were also in attendance.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements**
 - 2.1. Chairman Benavides announced that the Town Offices and Library will be closed on Friday, December 25, 2009 for Christmas and Friday, January 1, 2010 for New Year's Day.
3. **Review/Approval of Minutes**
 - 3.1. Selectman Hayes moved to approve the minutes of the regular and non-public sessions of the December 2, 2009 meeting. Selectman O'Brien seconded. Motion carried with all in favor.
4. **Consent Agenda**
 - 4.1. Selectman Hayes moved to approve the Consent Agenda for the period November 30, 2009 through December 11, 2009. Selectman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT</u>		<u>MAP/LOT #</u>
<u>DATE</u>	<u>DOCUMENT</u>	
11/02/09	Payroll Register	
11/02/09	Change of Status - Keenan	
11/04/09	Accounts Payable Manifest	
11/09/09	Payroll Register	
11/10/09	Accounts Payable Manifest	
11/12/09	Abatement - Ierardi	212-057.000
11/13/09	Refunds - Sewer Capital Cost Assessment Overpayments	
11/16/09	Payroll Register	
11/16/09	TC Warrant - 2009 Sewer Rents	
11/17/09	Abatement - LRGHealthcare	211-002.008
11/18/09	Notice of Lien	224-046.024
11/18/09	Payroll Register	
11/18/09	Accounts Payable Manifest	
11/18/09	Sewer Abatement - Ruggles	203-008.000
11/18/09	Sewer Abatement - Town of Gilford	213-091.000
11/18/09	Sewer Abatement - Gouin & Bourne	203-026.000
11/21/09	Change of Status - Madon	
11/23/09	2009 Parcel Count - DRA	
11/23/09	Equalization Municipal Assessment Data Certification	
11/23/09	Abatement - Belknap Mountain Road LLC	227-225.005
11/23/09	Abatement - Belknap Mountain Road LLC	227-225.006

11/23/09	Abatement Jackson	223-464.00
11/23/09	Change of Status - Jensen	
11/23/09	Payroll Register	
11/30/09	Payroll Register (2)	
12/01/09	Abatement - Maxner	213-068.037
12/02/09	Veteran's Tax Credit - Machain	267-211.037
12/02/09	Ambulance Hardship Abatement	
12/02/09	Abatement - Bolotin	266-009.100
12/02/09	Abatement - Persons & Annis Trusts	213-094.000
12/02/09	Capital Cost Abatement - Roche	213-083.000
12/02/09	Accounts Payable Manifest	
12/10/09	DES SRF Loan Amendments (2)	

5. Public Hearing

5.1. Special Detail Fee Schedule for Police and Fire – Chairman Benavides opened the public hearing at 7:05 p.m. by reading aloud the notice that was posted regarding the proposed changes. Deputy Fire Chief John Beland stated that the firefighters would like the opportunity to leave the rate at \$46 per hour for their special details and have the hourly pay revert to \$36. He further stated that the firefighters came to the Administration with this proposal out of concern that the increased rates would result in fewer detail job opportunities. He asked the Board of Selectmen for their consideration of this request.

There being no further questions or comments, Chairman Benavides closed the public hearing at 7:06 p.m.

Selectman O'Brien asked Deputy Chief Beland if the number of details available to the firefighters has decreased since the rate increase earlier this year. Deputy Beland replied no, but the firefighters would like to control costs and provide the best possible service in the Town of Gilford.

Selectman Hayes moved to increase the rate for special details for the Police Department to \$50 per hour for standards shifts and to increase to \$57 per hour for holidays, and leave the special detail rate for Gilford Fire-Rescue at \$46 per hour for standard shifts. Selectman O'Brien seconded.

Selectman Hayes questioned the holiday special detail rate for firefighters, to which Town Administrator Dunn replied that they would still be proportionately higher. Selectman Hayes clarified his motion to stated that the Police special detail rate would increase from \$46 to \$50 per hour for standard shifts, \$56 to \$57 per hour for holiday shifts, and Fire-Rescue special detail rates would remain the same at \$46 for standard shifts and \$56 for holiday shifts. Selectman O'Brien seconded. Motion carried with all in favor.

6. Appointments

6.1. Denise Morrisette – Town Clerk/Tax Collector Department Update – TC/TC

Morrisette added to Chairman Benavides' holiday announcements that her office would not have evening hours on Thursday, December 24, 2009 or Thursday, December 31, 2009. Her office would be closing at 4:30 on those two Thursdays. She further stated that the tax bills were sent out on November 10, 2009 and she has been busy helping citizens who are behind on their taxes develop budget plans.

Dog license renewals are now available on-line and they are working toward having the ability to pay current property taxes on-line also. Selectman O'Brien thanked TC/TC Morrisette for her efforts in assisting people who are struggling to pay their taxes.

- 6.2. Wil Corcoran – Assessing Department Update** – Wil Corcoran reported that this is a relatively quiet time in the Assessing Department. March 1, 2010 is the final date for abatements to be filed. He also stated that there are no pending court cases or BTLA cases for 2006 or 2007. He briefly explained the means by which the Department of Revenue encourages negotiation of these cases.

The Town of Gilford lost residential value in 2009 but sales continue to pace well with assessments. Selectman Hayes questioned if the adjustment in 2010 is due to the state of the 2009 housing market. Wil Corcoran replied that there have been more transactions occurring, but we continue to remain stable. He added that the lending market is still tight and he is concerned with the potential decreased value of commercial properties.

- 6.3. Geoff Ruggles – Monthly Financial Update** – Finance Director Ruggles reported that revenue for motor vehicle registrations and interest on deposits continues to be less than anticipated. However, this has been offset by greater than anticipated revenue for Room and Meals Tax, ambulance services and interest on delinquent taxes. He feels that the budget overall should track very well by the end of the year, even with the recent unanticipated expense of loader repairs.

Cash flow is good, despite recent payments to Belknap County and various capital reserve funds. Selectman Hayes questioned if data is available on the number of households who have paid their taxes. Finance Director Ruggles stated that he will have these figures at the end of the year, since the needed report would have to be manually counted.

Selectman O'Brien inquired about when would be the appropriate time to look into securing a new audit firm. Finance Director Ruggles replied that he would prepare an RFP or RFQ at approximately mid-year 2010.

7. Old Business

- 7.1. 2010 Budget** – Selectman Hayes asked for an opportunity to study the information received regarding the budget and discuss it at the January 13, 2010 meeting. Brief discussion ensued, with mention being made of the fact that the Budget Committee's public hearing on the Town's budget is scheduled for January 14, 2010. The Board concurred.
- 7.2. Personnel Policy Amendments** – Selectman Hayes asked if this matter could be tabled until the next meeting. The Board concurred.
- 7.3. Land Conveyance to Belknap County/Gunstock Area Commission** – Selectman Hayes moved to approve the conveyance of .78 +/- acres to the Gunstock Area Commission from the Town of Gilford, to coincide with the vote on Article 32 at the 2009 Town Meeting and the decision of the Planning Board to approve the boundary line adjustment. Selectman O'Brien seconded. Motion carried with all in favor.
- 7.4. Old Library Lease Agreement** – Selectman Hayes moved to approve the Lease Agreement as presented between the Town of Gilford and the Gilford School District for the Old Library, located at 2 Belknap Mountain Road, subject to Town Meeting and School District Meeting approval in March 2010, and further, to authorize Town Administrator Dunn to sign the lease on behalf of the Town. Selectman O'Brien seconded. Motion carried with all in favor.

8. New Business

- 8.1. Placement of Storage Container – Gilford Fire-Rescue** – Deputy Fire Chief John Beland provided a brief overview of this request. As part of their fundraising efforts, the Department would like to have a large yard sale in the spring. In order to have a place to store donated items, they would like to temporarily place a 20 foot storage container in the lower Town Hall parking lot. Once the yard sale is completed, the storage container would be moved to the recycling facility for use in their training facility.

Although Deputy Chief Beland originally stated that the container would be placed in line with the other containers in the lower parking lot, he corrected the location to be near where the Forestry Truck is currently parked.

It was the consensus of the Board to allow the temporary storage of the container in the lower Town Hall parking lot.

- 8.2. Pole and Petition License – Young Road** – Selectman Hayes moved to approve a Pole License for Young Road pursuant to Fair Point Communications Petition #222180. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.3. Relocation of Street Light on Route 11** – Selectman Hayes moved to approve the request of DPW Director Sheldon Morgan to relocate a street light on Route 11 from pole #90/157 to pole #90/159. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.4. Varney Point Road Boat Trailer Parking Regulations** – Chairman Benavides stated that these regulations were developed to solve some of the problems of the existing boat trailer parking situation of residents and taxpayers who utilize the Glendale Docks. Town Administrator Dunn added that this is a work in progress and asked for feedback from Board members. Selectman O’Brien indicated that he supported the regulations. Selectman Hayes inquired about the 50 trailer limit that is being proposed and Town Administrator Dunn replied that this is an estimate of how many trailers can fit on the lot, but the capacity can be better evaluated.

Selectman Hayes stated that he likes the idea of having a lottery for the available parking spaces. Town Administrator Dunn added that the objective of this regulation is to continue to address overcrowding issues related to Glendale so that residents and taxpayers do not have to be competing with guests for parking. A public hearing will be scheduled for Wednesday, January 13, 2010.

9. Public Input – none.

- 10. Selectmen’s Issues** – Selectman O’Brien asked about re-visiting the matter of the sign policy within the Town’s rights-of-way. He suggested that a small sub-committee be established for input. Town Administrator Dunn recommended that the Board conduct a work session, similar to those that they conducted on the Glendale regulations.

A work session regarding the sign policy will be held on Tuesday, January 26, 2010 at 8:00 a.m.

Selectman Hayes expressed gratitude for the beautiful Christmas decorations in and around the Town Hall, particularly in the conference room. He also reported that he has viewed the skating rink again and appreciates the efforts of the volunteers who are working hard to improve the aesthetics of the structure.

He also asked to re-visit the matter of the plowing of the parking lot for the Community Center/Community Church. He has had a number of people contact him in regards to the Board’s decision to not plow the parking lot. Several people have expressed opposition to the decision and only one has agreed with the decision.

It was the consensus of the Board to schedule a public hearing for Wednesday, January 13, 2010 to receive public input on this matter.

- 11. Administrator’s Report** – Town Administrator Dunn has been working on the 2010 Town Warrant.

12. **Next Meeting** – The Board concurred to change their special meeting from Wednesday, December 30, 2009 at 7:00 p.m. to Thursday, December 31, 2009 at 8:00 a.m.
13. **Adjournment** – With no further business before the Board, the Board of Selectmen’s December 16, 2009 meeting was adjourned at 7:47 p.m.

Respectfully submitted,

John T. O’Brien
Clerk