

GILFORD BOARD OF SELECTMEN'S MEETING

August 25, 2010

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, August 25, 2010, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey. Absent was Selectman Gus Benavides.

Staff members in attendance included Director of Public Works Sheldon Morgan, Finance Director Geoff Ruggles, Deputy Police Chief Kevin Keenan and Fire Chief John Beland.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements/Presentations**
 - 2.1. Flags across the state were flown at half-staff Wednesday in honor of a soldier from Laconia killed earlier this month in Afghanistan.
 - 2.2. Gilford Old Home Day – August 28, 2010 – Chairman Hayes stated that \$4,000 is still needed in fireworks donations.
 - 2.3. SAU Office Dedication at 11:30 a.m. on August 28
 - 2.4. Deputy Town Clerk/Tax Collector Jennifer Mooney was recognized for receiving her diploma for the NHTCA/NHCTCA Certification Program.
 - 2.5. EMT Chuck Campbell recently received the distinction of being named 2010 EMS Provider of the Year at the 2010 EMS Awards Dinner.
 - 2.6. Chairman Hayes read aloud a commendation letter from Gunstock to Gilford Fire-Rescue for their recent medical assistance with a guest who was having a seizure.
 - 2.7. Chairman Hayes read aloud a commendation letter from Moultonborough Town Administrator Carter Terenzini to Gilford Fire-Rescue for their recent services at Piche's.
3. **Review/Approval of Minutes**
 - 3.1. Selectman O'Brien moved to approve the minutes of Summer Town Forum of August 11, 2010. Chairman Hayes seconded. Motion carried with all in favor.
 - 3.2. Selectman O'Brien moved to approve the minutes of the regular and non-public sessions of August 11, 2010. Chairman Hayes seconded. Motion carried with all in favor.
4. **Consent Agenda**
 - 4.1. Selectman O'Brien moved to approve the Consent Agenda for the period August 9, 2010 through August 20, 2010. Chairman Hayes seconded. Motion carried with all in favor.

DOCUMENT DATE

DOCUMENT

MAP/LOT #

06/14/10	Change of Status - Kloetz	
07/01/10	Change of Status - Markland	
07/26/10	Payroll Register	
07/28/10	Accounts Payable Manifest	
07/28/10	Change of Status - Cammarota	
07/30/10	Notice of Lien	
07/30/10	Abatement - Laflamme	245-045.000
07/30/10	Payroll Register	
08/02/10	Payroll Register	
08/03/10	Letter to Belknap County Commissioners	

08/03/10	Accounts Payable Manifest
08/05/10	Accounts Payable Manifest
08/06/10	Change of Status - Raus
08/06/10	Notice of Lien - Palisi
08/09/10	Payroll Register
08/10/10	Audit Questionnaires
08/10/10	Accounts Payable Manifest
08/11/10	Agreement - Duquette
08/11/10	Agreement - Labree
08/11/10	Accounts Payable Manifest

216-016.007

5. Appointments

5.1. Chief John Beland – Fire-Rescue Department Update – Chief Beland was in attendance to present his quarterly update to the Board. He began by acknowledging Chuck Campbell, who was in the audience, for his recent honor of being named the 2010 EMS Provider of the Year. He also reported that the swearing in ceremony for Deputy Chief Steve Carrier will be held on Wednesday, September 8, 2010 at 5:30 p.m. at the Fire Station.

Chief Beland also announced the Patriot Day commemoration, which will be held at the Fire Station on Saturday, September 11, 2001 at 9:45 a.m.

Saturday, October 2, 2010 is Government Officials Day at the NH Fire Academy and Chief Beland invited members of the Board of Selectmen and Town Administrator to participate.

Chief Beland provided the Board with statistics on year-to-date calls for service. He also extended a thank you to DPW Director Sheldon Morgan and the employees of his department for their hard work in assisting with the Fire Training Facility. The outside structure has been completed and they will be turning their attention to cutting holes for stairs, doorways, windows, etc.

The refurbishment of the Rescue Truck is expected to be completed in mid to late September and will require some additional staff training.

The Board thanked Chief Beland for his presentation.

5.2. Geoff Ruggles – Financial Report – Finance Director Ruggles reported that overall revenues remain stable in running at about 3% below last year's level for the fourth month in row. However, the revenue from the recent auction of tax deeded property will help to offset this shortfall. Expenditures under the Welfare line item have not seen the decrease that they would normally have during the summer months due to lower fuel oil bills and increased seasonal employment. Brief discussion ensued regarding the changes in cash flow that have resulted from the bi-monthly Accounts Payable check writing. Selectman O'Brien inquired about the RFP for audit services and Finance Director Ruggles indicated that he expects to have that completed shortly.

6. Public Hearing

6.1. Appropriation of Unanticipated Funds – Fire Training Facility – Fire Chief Beland provided a brief explanation regarding the \$5,000 grant that has been received from Meredith Village Savings Bank for the construction of the new fire training facility. Chairman Hayes opened the public hearing for public comments at 7:30 p.m. and there being none, closed it at 7:30 p.m.

Selectman O'Brien moved to accept the \$5,000 donation from Meredith Village Savings Bank with sincere appreciation and to authorize the use of this money for the Fire Training Facility as intended by the donor. Chairman Hayes seconded. Motion carried with all in favor.

7. Old Business

7.1. Signing of Deeds from Tax Deeded Property Auction – Selectman O'Brien moved to sign the seven quitclaim deeds as a result of the public auction held on August 21, 2010:

29 Old Lakeshore Road - \$40,000 to Peter DiLillo or designee
6 David Lewis Road - \$18,000 to Michael Frisella or designee
26 Foxglove Road - \$14,500 to MATJRM II or designee
139 Tate Road - \$2,500 to Francis Metcalfe or designee
86 Sagamore Road - \$18,500 to William Day or designee
30 Greenleaf Trail - \$9,100 to Stephen Sera or designee
Gilford Glen - \$4,000 to Peter DeLillo or designee

Chairman Hayes seconded. Motion carried with all in favor.

7.2 Lowering of Speed Limits on Town Roads – DPW Director Sheldon Morgan informed the Board that when he and Police Chief John Markland recently made their recommendation to lower the speed limit on all roads on Governor's Island, they also provided the Board with recommendations on other Town roads to be considered for speed limit reductions. He further suggested that these roads be grouped according to neighborhood and reviewed on that basis.

Because of the number of roads to be reviewed, Chairman Hayes suggested that Director Morgan and Chief Markland present one neighborhood speed limit reduction per month, starting with the current 35 mph roads, ranking them in order of importance.

8. New Business

8.1. Lowering of Speed Limit on Scenic Drive – DPW Director Sheldon Morgan reported that he and Chief Markland had collected data on Scenic Drive prior to the receipt of the citizen petition. They used the same method of data collection as was used on Governor's Island. He further stated that Scenic Drive has very heavy pedestrian traffic.

Selectman O'Brien moved to adopt a speed zone regulation that alters the prima facie speed limit on Scenic Drive from 30 mph to 25 mph, effective immediately upon the installation of appropriate signage. Chairman Hayes seconded. Motion carried with all in favor.

8.2. Purchase of Binoculars – Kimball Wildlife Forest Committee – Selectman O'Brien moved to authorize the expenditure of \$7,145.68, plus up to \$500 for installation costs from the Kimball Wildlife Trust Fund for binoculars, to authorize the use of this Trust Fund for a porta-pottie beginning in 2011, and to authorize the DPW staff to install the binoculars at their earliest convenience. Chairman Hayes seconded. Motion carried with all in favor.

8.3. Amendment to Purchase & Sales Agreement – Gilford Village Knolls III – Selectman O'Brien moved to approve the contract addendum as submitted for an

extension of up to one (1) year with Gilford Village Knolls III. Chairman Hayes seconded. Motion carried with all in favor.

- 8.4. Acceptance of Donations** – Selectman O’Brien moved to accept a \$500 donation with sincere appreciation from the Gilford Police Relief Children’s Fund, to be used in support of the Police Department D.A.R.E. program. Chairman Hayes seconded. Motion carried with all in favor.

Fire Chief John Beland reported that the Fire Department has received unanticipated revenue for the sale of surplus property. \$420 has been received for an outboard engine from Gillan Marine and \$3,900 has been received for 13 old air packs from the Alton Firemen’s Relief Association. Chief Beland further stated that the Department would like to accept these donations and use the funds for the construction of the fire training facility. Chairman Hayes clarified that the new air packs have been purchased with taxpayer dollars but the old air packs were purchased with federal grant money.

Selectman O’Brien moved to accept these funds and authorize them to be used for the construction of the fire training facility. Chairman Hayes seconded. Motion carried with all in favor.

- 8.5. Old Lakeshore Road Drainage Issues** – DPW Director Sheldon Morgan advised the Board that he needs them to make a decision regarding the size culvert to install on Old Lakeshore Road. Town Engineers Dubois & King has provided the Board with three (3) options – a 10-year, 25-year or 50-year storm event. Director Morgan is recommending that the 36” culvert be purchased for the 50-year storm event, which is in keeping with the Town’s minimum road standards.

Selectman O’Brien moved to have the drainage system improvements for Old Lakeshore Road designed for a 50-year storm event, which will require the installation of a new 36”culvert. Chairman Hayes seconded. Motion carried with all in favor.

- 8.6. Three Way Stops in the Vicinity of Ridgewood Avenue** – DPW Director Sheldon Morgan advised the Board that with the recent construction and resurfacing that has taken place on Ridgewood Avenue, he has repeatedly heard concerns that the traffic speed will now increase. To address these concerns, he is proposing that the junction of Ridgewood Avenue and Sunset Avenue become a 3-way stop intersection, the junction of Bedford Avenue and Sunset Avenue become a 3-way stop intersection, and the installation of a temporary speed bump on Ridgewood Avenue between Sunset Avenue and Gilford Avenue. The speed bump would be removed during the winter months.

Selectman O’Brien moved to adopt a traffic regulation to be known as Chapter 39-A of the Town Ordinances and Regulations, incorporating the two 3-way stop intersections and temporary speed bump, as proposed by Director Morgan. Chairman Hayes seconded. Motion carried with all in favor.

- 8.7. Entertainment Permit – Patrick’s Pub & Eatery** – Selectman O’Brien moved to approve the Entertainment Permit for Patrick’s Pub & Eatery for the period May 14, 2010 through May 14, 2011. Chairman Hayes seconded. Motion carried with all in favor.

- 8.8. Glen Bridge Contract Award** – DPW Director Sheldon Morgan reported that two bids have been received in response to their request for repairs to the Glen Bridge.

The low bidder is D & V Landscaping of Belmont, NH, in the amount of \$42,562.69. In addition, the contract with Dubois & King needs to be amended to include bid phase services, in the amount of \$5,420.

Selectman O'Brien moved to accept the low bid of D & V Landscaping of Belmont, NH, in the amount of \$42,562.69, for repairs to the Glen Bridge upon concurrence of NH DOT, and to amend the engineering contract with Dubois & King by an increase of \$5,420 for bid phase services, also upon concurrence of NH DOT. Chairman Hayes seconded. Motion carried with all in favor. Chairman Hayes recommended that since this is such a specialized project, that Dubois & King perform all inspections.

8.9. New Hampshire Municipal Association – Legislative Policy Conference –

Selectman O'Brien moved to appoint Town Administrator Dunn as the Town's voting delegate to the Legislative Policy conference. Chairman Hayes seconded. Motion carried with all in favor.

- 9. Public Input** – Belknap Mountain Road resident Fred Wernig expressed concern with the speed limit on Belknap Mountain Road. He would like to see additional signage and have the Board consider lowering the speed limit. Following discussion on the matter, Chairman Hayes directed DPW Director Morgan to make Belknap Mountain Road the first Town road to undergo a traffic investigation.

Scenic Drive resident Don Onofrio provided the Board with statistics on stopping distances from the NH Driver's License manual. He also commended the Police Department for their recent arrest of four citizens from Connecticut who committed a burglary in Gilford.

- 10. Selectmen's Issues** – none.

- 11. Administrator's Report** – Town Administrator Dunn reported that the Department of Planning and Land Use has moved and is now located in the former offices of SAU #73. The new telephone system is in the process of being installed and some minor glitches are being addressed. A letter has been received from NH DOT that acknowledges the Town's request for a crosswalk on Route 11-B and a seasonal crosswalk on Intervale Road in front of Beans & Greens.

Town Administrator Dunn is meeting with a representative of the Community Development Finance Authority next week concerning funding for the Town Hall and Police Department improvements. He is also in the process of amending legislation to address issues with the Winnepesaukee River Basin Project.

Town Administrator Dunn provided a brief overview of the process that is involved when a zoning violation is reported to the Town. He emphasized that this can be a long process and the only way to stop a violation is through the court system, which can be also be expensive.

- 12. Next Meeting** – Regular Meeting – September 8, 2010 at 7:00 p.m.

- 13. Non-Public Session** – Selectman O'Brien moved to enter non-public Session at 8:29 p.m., pursuant to RSA 91-A:3, II (e)(a), to discuss legal issues and employee compensation. Chairman Hayes seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Kevin Hayes and John O'Brien. Also present was Town Administrator Scott Dunn.

Selectman O'Brien moved to exit non-public session at 8:45 p.m. and seal the minutes. Chairman Hayes seconded. Motion carried with all in favor.

14. **Adjournment** – With no further business before the Board, the Board of Selectmen's August 25, 2010 meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Gus Benavides
Clerk