

GILFORD BOARD OF SELECTMEN'S MEETING
September 22, 2010
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, September 22, 2010, at 6:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Kevin Hayes, John O'Brien and Gus Benavides. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief John Markland and Deputy Police Chief Kevin Keenan.

1. **Budget Work Session – 5:00 p.m. (Parks and Recreation)** – In attendance were Selectmen Hayes, O'Brien and Benavides, Town Administrator Scott Dunn and Recreation Director Herb Greene.
2. **Non-Public Session** - Selectman Benavides moved to enter non-public Session at 6:19 p.m., pursuant to RSA 91-A:3, II (c)(d)(a) to discuss matters which may adversely affect someone's reputation, sale of real estate and legal consultations. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Kevin Hayes, John O'Brien and Gus Benavides. Also present were Town Administrator Scott Dunn, Executive Secretary Sandra Bailey, Police Chief John Markland and Deputy Police Chief Kevin Keenan.

While in non-public session, no action was taken.

Selectman O'Brien moved to exit non-public session at 6:49 p.m. and seal the minutes. Selectman Benavides seconded. Motion carried with all in favor.

The Board re-convened in regular session at 7:00 p.m.

3. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
4. **Announcements/Presentations**
 - 4.1. Heritage Festival – Saturday, September 25, 2010, 10 a.m. to 3 p.m., Library
 - 4.2. Budget Committee 2011 Review Commences Thursday, September 30, 2010 at 6:30 p.m.
5. **Review/Approval of Minutes**
 - 5.1. Selectman O'Brien moved to approve the minutes of the regular and non-public sessions of September 8, 2010. Selectman Benavides seconded. Motion carried with all in favor.
6. **Consent Agenda**
 - 6.1. Selectman O'Brien moved to approve the Consent Agenda for the period September 6, 2010 through September 17, 2010. Selectman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
06/29/10	Change of Status - Blanchette	
07/28/10	Change of Status - Gagliardi	
08/26/10	Abatement - Columbia Realty	214-041.000
08/27/10	Sewer Abatement - Boutwell	226-098.000

08/27/10	Sewer Abatement - Sasseville	204-051.000
08/30/10	Abatement - Owners Unknown	240-086.000
08/30/10	Payroll Register	
08/30/10	Sewer Abatement - Laconia Airport Authority	214-027.000
09/01/10	Accounts Payable Manifest	
09/03/10	Notice of Lien - Fontaine	224-074.004
09/07/10	Change of Status - Carrier	
09/08/10	Deed - Rauls	213-013.043

7. Appointments

7.1. Geoff Ruggles – Financial Update and Finance Department Update – Finance Director Ruggles provided the Board with a budget update as of August 31, 2010. He indicated that the auction of Town owned property did increase revenue projections so that they should end the year slightly above budget. As far as expenditures are concerned, while some line items are over budget there are others that will be below budget, to offset the over expenditures. He expects a year end surplus of approximately \$100,000.

Director Ruggles stated that his Department is working with their new software vendor to ensure a smooth transition. Chairman Hayes asked if they will maintain parallel books for a period of time, to which Director Ruggles replied yes, probably during the month of December. He is also expecting to receive responses to his RFP for audit services that he recently sent out to six municipal auditing firms.

The Board thanked Director Ruggles for his presentation.

8. Public Forum

8.1. Police Station Expansion/Town Hall Energy Conservation Project – Alan Yeaton of Amoskeag Architects was in attendance to provide an overview of the proposed Police Station Expansion/Town Hall Energy Conservation Project, beginning with site modifications such as removing sidewalks, correcting drainage issues and changing the main entrance to the building. As far as the Police Station is concerned, Mr. Yeaton stated that the proposal is for a two-story addition. Improvements to the Town Hall building would include a new heating/air conditioning system, as well as the addition of a ventilation system.

All components of the expansion/renovation project will be done according to code, including the addition of sprinklers and updated fire alarms. Lighting systems would also be updated. Town Hall windows would be replaced, increasing the energy efficiency of the building. Mr. Yeaton stated that grant funds may be available for these energy improvements.

Chairman Hayes inquired if any changes had been made to the plans for the Police Station, to which Mr. Yeaton replied that the only change has been the addition of a bathroom that would be connected to the interview room. Town Administrator Dunn also added that this project would not be utilizing a geothermal heating/cooling system, which was included in the last set of plans.

Selectman Benavides asked Alan Yeaton to address the matter of window replacement, since the energy savings is not significant. Mr. Yeaton stated that the addition of insulation will make the wall wider than the existing windows and in addition, the existing windows are covered with metal trim, which has caused the wood beneath them to rot. In addition, the windows would have to be removed to install the insulation and it would be very difficult to remove them and re-install them

without causing damage.

Further discussion ensued regarding the cost/energy savings value of the new windows, as well as the advantages of the installation of a new heat pump. Alan Yeaton stated that the proposal makes a provision to reuse the existing circulating pipe, which will result in cost savings.

Town Administrator Dunn stated that he is looking into a low interest CBDF loan for the \$400,000 Town Hall energy improvements, which would carry a 3.5% interest rate to be repaid over a period of seven (7) years. Kevin Roy asked about an estimated cost for the project, to which Mr. Yeaton indicated \$1.2 million. Mr. Yeaton added that this cost would entail some “creative funding”.

9. Old Business

9.1. Set Date for 2011 Deliberative Session – The Board concurred to hold the 2011 Deliberative Session on Tuesday, February 8, 2011 at the Gilford High School Auditorium, at 7:00 p.m.

10. New Business

10.1. Emergency Management Director & Deputy Appointments – Selectman O’Brien moved to appoint John Beland as the Emergency Management Director and Stephen Carrier as the Deputy Emergency Management Director, effective October 1, 2010. Selectman Benavides seconded. Motion carried with all in favor.

10.2. Historic Preservation Grant – Laconia – Selectman Benavides stated that his only concern is that he does not feel a community should voice their opinion on a matter before another community, but he has no problem supporting the preservation of the Colonial Theatre. Selectman O’Brien supports the project and thinks it would be an economic benefit to the Lakes Region.

Selectman O’Brien moved to support Laconia’s historic preservation grant application for the Colonial Theatre. Selectmen Benavides seconded, clarifying that this support is for encouragement and no other contributions from the Town of Gilford. Motion carried with all in favor.

10.3. Concord Regional Solid Waste District Representative & Alternate Appointments – Selectman O’Brien moved to re-appoint Sheldon Morgan as the Town’s Representative to the Concord Solid Waste District and to re-appoint Dustin Muzzey as the Alternate, effective December 1, 2010. Selectman Benavides seconded. Motion carried with all in favor.

11. Public Input – Joe Polovick of Countryside Drive expressed concern with the recently installed stop signs at Ridgewood Avenue and Sunset Avenue. He thinks that this is a nuisance and he has checked with at least five (5) residents in the area, who have indicated that no one from the Town spoke with them prior to installing the stop signs. He asked the Board to reconsider this action and consider installing stop signs at the corner of Vincent Drive and Sleeper Hill Road, to slow down traffic in that area. Chairman Hayes indicated that this matter would be referred to the Police Department and Department of Public Works. Since Police Chief Markland was in attendance, he asked him to place this at the top of their list of speed limit issues to be reviewed.

Barbara Aichinger does not think that the timing is right for the Police Station expansion project because the taxpayers of Gilford cannot afford it.

12. Selectmen's Issues – none.

13. Administrator's Report – Town Administrator Dunn reported he has received a request from Brian DeNutte to trap on Town owned land adjacent to the Laconia Airport. Selectman Benavides clarified that geese in the area pose a large safety risk for planes.

Gilford Fire-Rescue has asked that the \$750 received from the sale of old air packs to the City of Concord be earmarked for the Fire Training Facility. Selectman O'Brien moved to authorize that the \$750 received from the City of Concord be placed in the Fire Training Facility account. Selectman Benavides seconded, clarifying that the original air packs were purchased with grant money. Motion carried with all in favor.

Gilford Fire-Rescue has also asked for authorization to spend \$1,950 from the Water Supply Maintenance Capital Reserve Fund to replace the dry hydrant located on the Rogers property. Selectman O'Brien moved to authorize the expenditure of \$1,950 from the Water Supply Maintenance Capital Reserve Fund to replace the dry hydrant on the Rogers property. Selectman Benavides seconded. Motion carried with all in favor.

Town Administrator Dunn stated that he continues to work on empowering the Winnepesaukee River Basin Board of Directors to gain authority beyond being an advisory body.

14. Next Meeting – Regular Meeting – October 13, 2010 at 7:00 p.m.

15. Adjournment – With no further business before the Board, the Board of Selectmen's September 22, 2010 meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Gus Benavides
Clerk