

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**October 27, 2010**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, October 27, 2010, at 7:00 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, Director of Planning and Land Use John Ayer, Library Director Katherine Dormody and Town Clerk/Tax Collector Denise Morrissette Gonyer.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements/Presentations**
  - 2.1. Chairman Hayes announced that the Alvah Wilson Road Bridge would be under construction, near the entrance to the Gilford Middle School, from Thursday, October 28<sup>th</sup> through Thursday, November 4<sup>th</sup>. The road will be restricted to one lane of traffic during that period. TC/TX Gonyer expressed concern with this taking place during the election on November 2<sup>nd</sup>.
3. **Review/Approval of Minutes**
  - 3.1. Selectman O'Brien moved to approve the minutes of the regular and non-public sessions of October 13, 2010. Selectman Benavides seconded. Motion carried with all in favor.
4. **Consent Agenda**
  - 4.1. Selectman O'Brien moved to approve the Consent Agenda for the period October 12, 2010 through October 22, 2010. Selectman Benavides seconded. Motion carried with all in favor.

<b><u>DOCUMENT DATE</u></b>	<b><u>DOCUMENT</u></b>	<b><u>MAP/LOT #</u></b>
05/16/10	Change of Status - Pendergast	
05/28/10	Change of Status - Mercuri	
08/26/10	Change of Status - Horan	
09/04/10	Change of Status - Clairmont	
09/28/10	Accounts Payable Manifest	
10/04/10	Payroll Register	
10/05/10	Accounts Payable Manifest	
10/12/10	Notice of Intent to Cut - Houle	234-0020.00
10/12/10	Accounts Payable Manifest	
10/12/10	Payroll Register	
10/13/10	Warrant - November 2, 2010 Election	
10/13/10	Deed Waiver - Ham	201-009.005
10/13/10	Notice of Intent to Cut - Blue Sky Enterprises	205-025.000
10/13/10	Tax Collector's Warrant - 2010 Capital Cost Betterment	
10/13/10	Tax Collector's Warrant - 2010 Cherry Valley Betterment	
11/01/10	Change of Status - Baron	

5. **Appointments**
  - 5.1. **Katherine Dormody – Library Update** – Library Director Katherine Dormody was in attendance to provide a quarterly update to the Board. She reported that circulation

has increased by 31% from the same period in 2009 and half of this figure is actually “books”. She clarified that circulation refers to anything that leaves the building.

The Early Release Crafts Program has been very successful and new Literacy Kits have been purchased through donations from the Friends of the Library and Altrusa Club.

She also provided the Board with an update regarding the transition from the Dewey Decimal System to a more user-friendly method of categorizing books. They have almost completed work on the Biography section, which has resulted in increased circulation.

In closing, she stated that the NH Library Statistics for 2009 have been released and Gilford is first for “visits”. In addition to the new building, the state of the economy has also contributed to this statistic.

The Board thanked Director Dormody for her presentation.

**5.2. Geoff Ruggles – Financial Update** – Finance Director Ruggles reported that the 2010 tax rate has been set and the Tax Collector’s Warrant is in the office of the Town Clerk/Tax Collector.

As far as Revenues are concerned, the 2010 Room & Meals tax is \$29,759 over the projection of \$300,000. Expenditures continue to track slightly under budget, anticipating a surplus of approximately \$200,000 this year. John O’Brien asked about the time required for the preparation of the 2009 Audit Report. Finance Director Ruggles replied that it is typically a 6-8 month process and takes longer than it used to because of current GASB requirements.

**5.3. Doug Hill – Camp Winsheblo Presentation** – Doug Hill, a member of the Conservation Commission and Land Conservation Task Force, was in attendance to make a presentation to the Board from the Society for the Protection of New Hampshire’s Forests, in recognition of the Town’s contribution towards the purchase of the former Girl Scout Camp. He presented the Board with a photograph of the site and certificate of appreciation, which can be displayed in the Town Hall. Chairman Hayes stated that he appreciated the presentation but acknowledged Mr. Hill and the members of the Conservation Commission for their hard work in securing this conservation easement.

**6. Public Hearing**

**6.1. Department of Planning and Land Use Fee Schedule** – Chairman Hayes opened the public hearing at 7:20 p.m. and asked DPLU Director John Ayer to provide an overview of the proposed fee schedule. Director Ayer stated that the average increase is between 30% - 50%. There being no questions or comments from the public, Chairman Hayes closed the public hearing at 7:21 p.m.

Selectman Benavides asked Director Ayer to provide him with an example of how this fee increase might impact someone building a shed. Director Ayer replied that a typical shed, which would be approximately 10’ by 12’, would have cost \$12.00 under the existing schedule and would be \$18.00 under the proposed schedule.

Selectman O’Brien moved to adopt the fee schedule, as presented, to be effective November 1, 2010. Selectman Benavides seconded. Motion carried with all in favor.

**7. Old Business**

**7.1.** Selectman O'Brien moved to authorize the use of a \$1,325 payment/donation from the Alton Firemen's Relief Association to be used at the Fire Training Center. Selectman Benavides seconded. Motion carried with all in favor.

**8. New Business**

**8.1. Tax Map Update Contract** – Finance Director Ruggles reviewed the memo he prepared for the Board regarding the Cartographics Tax Map Update Contract. Due to the limited new building that has occurred this year, he is not recommending that building footprints be added in 2011, saving a flat rate fee of \$395 plus \$12.25 per building.

Selectman O'Brien moved to accept the tax map update contract proposal from Cartographics Associates, Inc., in the amount of \$3,850. Selectman Benavides seconded. Motion carried with all in favor.

**8.2. Mainstay Technology Support Contract** – Finance Director Ruggles also provided the Board with an overview of the Mainstay Technology Support Contract. In order to accomplish a reduction in their yearly contract amount, scheduled on-site visits have been reduced to twice a month. Brief discussion ensued regarding the possibility of reducing the on-site visits to one per month. Finance Director Ruggles did not think this was feasible since there are times when it is hard to get everything accomplished with two on-site visits per month.

Selectman O'Brien moved to accept the Mainstay Technology Support Contract in the amount of \$39,000. Selectman Benavides seconded. Motion carried with all in favor.

**8.3. Property-Liability & Worker's Compensation Insurance Contracts** – Town Administrator Dunn reported that the Town has received a renewal proposal for property, liability and worker's compensation Insurance from the Local Government Center. He recommended that the Board table this matter until another quote has been received for comparison purposes. Selectman O'Brien moved to table this matter, pending the receipt of a comparison quote from Primex. Selectman Benavides seconded. Motion carried with all in favor.

**8.4. Property Tax Interest Abatement Request - Fagan** – Selectman O'Brien moved to deny the request from Peter Fagan for an abatement in the amount of \$31.58 for interest paid for overdue taxes. Selectman Benavides seconded. Motion carried with all in favor.

**8.5. Property Tax Interest Abatement Request - Haytayan** – Selectman O'Brien moved to deny the request from Harry Haytayan for an abatement in the amount of \$108.29 for interest paid for overdue taxes. Selectman Benavides seconded and asked TC/TX Gonyer to comment on this situation. TC/TX Gonyer stated that Mr. Haytayan has owned property in Gilford since 1981 and a written change of address was submitted in 2001, with no indication of any company name in the address. It would appear that Mr. Haytayan has been receiving his mail without problem for the past nine years. Motion carried with all in favor.

**8.6. Sewer Bill Abatement Request – Hillside-Lakeside Resort Condo Association** – Selectman O'Brien moved to approve an abatement for the Hillside-Lakeside Condo Association, due to a leak in the system which did not flow through the sewer system.

Selectman Benavides seconded. Motion carried with all in favor.

**9. Public Input** – Town Clerk/Tax Collector Gonyer advised the Board that the second issue 2010 tax bills are at the printers. She also reiterated her concern with the construction on Alvah Wilson Road during next Tuesday's election. Chairman Hayes directed Town Administrator Dunn to contact the School District with this concern.

**10. Selectmen's Issues** – none.

**11. Administrator's Report** – Town Administrator Dunn reported that the books have been closed on the tax deeded property auction, with the Town realizing net proceeds of \$91,469.36.

Town Administrator Dunn anticipates having additional information for the November 10<sup>th</sup> meeting regarding citizen concerns with the stop signs on Ridgewood Avenue. He also updated the Board regarding the phone system matter.

**12. Next Meeting** – Regular Meeting – November 10, 2010 at 7:00 p.m.

**13. Adjournment** – With no further business before the Board, the Board of Selectmen's October 27, 2010 meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Gus Benavides  
Clerk