

**GILFORD BOARD OF SELECTMEN'S MEETING**

**October 12, 2011**

**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, October 12, 2011, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were John O'Brien, Gus Benavides and Kevin Hayes. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, DPW Director Sheldon Morgan, Town Clerk/Tax Collector Denise Gonyer, Police Chief Kevin Keenan, Sergeant Jim Leach, Sergeant Kris Kelley, Officer Wes DeSousa, Detective Chris Jacques, Executive Secretary Tessa Stevens, Officer Kevin Baron, Communications Specialist Tim Doris, Sergeant Corey O'Connor, Officer Adam Vansteensburg and Officer James Callahan.

1. **Non-Meeting – 6:30 p.m.** – Strategy or negotiations with respect to collective bargaining [per RSA 91-A:2, I, (a)]
2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations**
  - 3.1. Chairman O'Brien read aloud the rules of the meeting regarding public comment.
  - 3.2. Police Chief Kevin Keenan introduced newly hired Police Officer James Callahan to the Board, after which Town Clerk Denise Gonyer performed a brief swearing in ceremony for Officer Callahan.
4. **Review/Approval of Minutes**
  - 4.1. Selectman Benavides moved to approve the minutes of the Selectmen's regular and non-public sessions of September 14, 2011. Selectman Hayes seconded. Motion carried with all in favor.
  - 4.2. Selectman Benavides moved to approve the minutes of the Selectmen's budget work session held on September 20-21, 2011. Selectman Hayes seconded. Motion carried with all in favor.
  - 4.3. Selectman Benavides moved to approve the minutes of the Selectmen's regular session of September 28, 2011. Selectman Hayes seconded. Motion carried with all in favor.
5. **Consent Agenda**
  - 5.1. Selectman Benavides moved to approve the previously signed items for the period September 26, 2011 through October 7, 2011. Selectman Hayes seconded. Motion carried with all in favor.

<b><u>DOCUMENT DATE</u></b>	<b><u>DOCUMENT</u></b>	<b><u>MAP/LOT #</u></b>
09/16/11	Abatement - Olsen	217-016.000
09/16/11	Abatement - Stratford	218-037.000
09/16/11	Abatement - Valve	218-036.000
09/19/11	Payroll Register (2)	
09/20/11	Payroll Register	
09/27/11	Accounts Payable Manifest	
09/28/11	Payroll Register	
09/28/11	Appointment Form - Keenan	
09/28/11	Appointment Form - Carrier	
09/28/11	Letter to Budget Committee	
09/28/11	NOITC - Rogers	228-007.000
09/28/11	Current Use Land Change TC Warrant - Palanchian	263-036.000
10/02/11	Change of Status - Keenan	
10/02/11	Change of Status - Carrier(2)	
10/05/11	Change of Status - Callahan	
10/05/11	Appointment Form - Callahan	

6. **Appointments**
  - 6.1. **Denise Gonyer – Town Clerk/Tax Collector's Department Update** – TC/TC Gonyer advised the Board that the department has been very busy with snowbirds taking care of their absentee ballots prior to leaving for warmer climates. She also noted that members of the TC/TC staff have been certified as

election officials. TC/TC Gonyer further stated that she is concerned with the prospect of a primary election during December, when second issue tax bills will be due.

The TC/TC staff has also received on-line training so that they can become boat agents in 2012. Because the Town's software company has not yet been certified for boat transactions, TC/TC Gonyer indicated that there likely be a transition period until spring 2012 where the transactions will need to be entered in both the State and Town of Gilford computer systems. As a result, it will be necessary for the TC/TC staff to key boat transactions twice until the certification occurs.

In closing, TC/TC Gonyer stated that she is looking into using a single check method of payment. This method of payment does provide challenges but is a necessary step in the possible future usage of debit and credit cards. Further information on this will be provided on the Town's website when the single check method of payment is implemented.

The Board thanked TC/TC Gonyer for her presentation.

## 7. Old Business

- 7.1. **Memorial Triangle –NH DOT Driveway Permit Denial** – Town Administrator Dunn reported that correspondence received today from NH DOT indicates approval of the pole license for the relocation of the existing utility pole. However, this correspondence did not address the matter of approval of a permit for the flagpole or the possibility of abandoning the back portion of Route 11-B.

He further stated that his research indicates that it may be necessary to petition the Commissioner of the NH Department of Transportation to discontinue the back portion of Route 11-B, followed by a Town Meeting vote, making it a two-step process. He plans to have a document for the Board to sign at the next meeting so that the process can commence.

Selectman Hayes inquired about the possibility of checking with Bill Lambert regarding the Betterment Intersection Improvement Program. Town Administrator Dunn responded that he is looking for the least expensive solution. As far as preparing engineered plans for the State permitting process, which is the third option available, Town Administrator Dunn stated that the only plan that would be prepared would be for a "layout"; the cost of plans showing drainage studies, cross sections, elevations, etc. would be cost prohibitive.

Brief discussion ensued regarding the upcoming appeal of the Driveway Permit denial. Selectman Hayes recommended that since there is another Selectmen's meeting prior to the appeal date that this could be further discussed at the October 26<sup>th</sup> meeting. He also recommended that Town Administrator Dunn contact Bill Lambert at NH DOT for his advice on the matter and it be discussed at the Board's next meeting. The Board concurred with Selectman Hayes' recommendation.

- 7.2. **Alvah Wilson Bridge Rail Bid Results** – Town Administrator Dunn stated that unfortunately, no bids were received for this project. As a result, DPW Director Sheldon Morgan will negotiate the completion of this project with the Town's current road construction contractor (Wolcott Construction) and bring the results to the next meeting.

## 8. New Business

- 8.1. **Acceptance of Resignation – Conservation Commission** – Selectman Benavides moved to accept the resignation of Chuck Coons from the Conservation Commission with deep regret. Selectman Hayes seconded. Motion carried with all in favor.
- 8.2. **Disposition of Surplus Photocopier** – Selectman Benavides moved to authorize the sale by auction of the surplus Konica 1055 copy machine. Selectman Hayes seconded. Motion carried with all in favor.
- 8.3. **Disposition of 2003 Ford Expedition** – Selectman Benavides moved to authorize the transfer of the 2003 Ford Expedition from the Police Department to the Department of Planning and Land Use; and that the Director of Public Works be authorized to solicit and accept bids for the sale of a surplus 2003 Crown Victoria. Selectman Hayes seconded. Brief discussion ensued regarding the condition of the various vehicles. Motion carried with all in favor.

**8.4. Appointment to LRMFA Board of Directors** – Selectman Benavides moved to appoint Fire Chief Stephen Carrier as the Town of Gilford’s representative to the Lakes Region Mutual Fire Aid Association Board of Directors. Selectman Hayes seconded. Motion carried with all in favor.

**8.5. Police Department Mission Statement** – Police Chief Keenan introduced the members of the Police Mission Statement Committee who were present at tonight’s meeting: Manny Nunez, Mark Corry, Jim Leach, Kris Kelley and Wes DeSousa. Other members of the committee who were not present were Dan O’Neill and Lee Murphy.

Manny Nunez explained the process used by the Committee, beginning with the review of mission statements from other law enforcement agencies. The Committee also utilized personal experience and input from the department and community in preparing the document. The Committee also felt it was appropriate to include a concurrent vision statement with the mission statement. Emphasis was placed on a “proactive partnership” that would be established and maintained between the Police Department and residents of the community.

Kris Kelley and Jim Leach both expressed their opinion that having worked with many different committees in the past, they found this Committee able to accomplish their task quickly and efficiently. Chairman O’Brien stated that he appreciated the use of the wording that included “we” and Selectman Benavides stated that he supported the recent appointment of Police Chief Keenan because he knew that this sort of collaboration would continue. Town Administrator Dunn complimented the Committee on an outstanding job and complimented Chief Keenan, as well as former Chief Markland, for their roles in developing the mission statement.

Selectman Benavides moved to approve the Gilford Police Department Mission Statement as proposed. Selectman Hayes seconded. Motion carried with all in favor.

**8.6. Alternative Electricity Supplier** – Finance Director Ruggles explained the proposal received from Titan Energy for the Town to be able to purchase electricity from a source other than PSNH. The Town could save approximately \$8,500 next year by purchasing electricity from an alternative source. Titan Energy has provided cost saving plans for Lake Region General Hospital and the City of Laconia.

Selectman Hayes inquired if this would cover all of the Town’s electricity costs, to which Director Ruggles answered yes. He also asked if the School District would be participating in this program. Director Ruggles responded that the School District is currently in a cost savings program with PSNH where they receive rebates from them.

Selectman Benavides asked Director Ruggles if he looked into PSNH matching the same per kilowatt hour cost as Titan Energy. Director Ruggles responded that PSNH’s rates have not been below \$.08 since 2007 and therefore, he doubts that they would match the price. Selectman Benavides further asked Town Administrator Dunn if he had any concerns with this proposal. Town Administrator Dunn responded that he has no service concerns since PSNH will still be taking care of those. He further stated that PSNH encourages municipalities to seek cost savings in electricity sources.

Selectman Benavides expressed concern with this situation turning into another situation as the Town has had with FairPoint. Town Administrator Dunn responded that there are penalty clauses within the proposed agreement if there are any problems with the delivery of electricity from Titan.

Selectman Benavides moved to accept the proposal of Titan Energy to supply the Town with electricity at a rate of \$0.0757 per kilowatt hour and to authorize the Town Administrator to sign such documents as may be necessary to accept the anticipated savings of \$8,500 in FY 2012. Selectman Hayes seconded. Motion carried with all in favor. The Board thanked Finance Director Ruggles for spearheading this effort.

**9. Public Input** – None.

**10. Selectmen’s Issues** – None.

**11. Administrator’s Report** – Town Administrator Dunn reported that recent water testing for the Town Hall has indicated the reduction of levels of MTBE so that the water is now safe for drinking.

Town Administrator Dunn advised the Board that the residents who recently planted flowers in the triangle at the intersection of Saltmarsh Pond Road and Gilford Avenue have been advised by NH DOT that they must apply for a permit.

Town wide valuations show a decrease of 2.4%, which will mean a corresponding 2.4% increase of the tax rate.

12. **Next Meeting** – Regular Meeting – October 26, 2011 at 7:00 p.m.
13. **Adjournment** – With no further business before the Board, the Board of Selectmen’s October 12, 2011 meeting was adjourned at 7:35 p.m.

Respectfully submitted,

J. Kevin Hayes  
Clerk