

GILFORD BOARD OF SELECTMEN'S MEETING
January 25, 2012
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 25, 2012, 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, Police Chief Kevin Keenan, Police Lieutenant Jim Leach, Director of Planning and Land Use John Ayer, DPW Director Sheldon Morgan and Lead Custodian/Cemetery Trustee/Bicentennial Committee Secretary Dee Chitty.

1. **Non-Public Session – 6:00 p.m.** - Selectman Benavides moved to enter non-public session at 6:30 p.m., pursuant to RSA 91-A:3, II (c) to discuss matters that would likely affect adversely the reputation of any person. Selectman Hayes seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen John O'Brien, Gus Benavides and Kevin Hayes. Also present was Town Administrator Scott Dunn.

Selectman Benavides moved to exit non-public session at 7:00 p.m. and seal the minutes. Selectman Hayes seconded. Motion carried with all in favor.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations** – Chairman O'Brien made the following announcements:
 - 3.1. There will be a tax deed auction on February 4, 2012 at 11:00 a.m. for Slip E31 at Mountain View Yacht Club at the Town Hall Conference Room.
 - 3.2. The Town Deliberative Session will be held on Tuesday, February 7, 2012 at 7:00 p.m. at Gilford High School.
 - 3.3. The Cemetery Trustees will conduct a Baked Goods & Flower Sale on Tuesday, February 14, 2012 from 2:00 p.m. to 4:00 p.m. in the Town Hall foyer.
 - 3.4. The filing period for Town offices is from January 25, 2012 through February 3, 2012. Chairman O'Brien read aloud the listing of vacant Town offices.
4. **Review/Approval of Minutes**
 - 4.1. Selectman Benavides moved to approve the minutes of the regular and non-public sessions of January 11, 2011 and to unseal the non-public minutes. 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 January 9, 2012 through January 20, 2012. Selectman Hayes seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
09/06/11	Change of Status - Malin	
12/27/11	Payroll Register (2)	
12/29/11	Notice of Lien - Newquist	212-006.000
12/30/11	Change of Status - Maxwell	
12/30/11	Payroll Register	
01/01/12	Change of Status - Hart	
01/03/12	Payroll Register (3)	
01/04/12	Accounts Payable Manifest	
01/06/12	Change of Status - Cheek	
01/11/12	Employment Agreement Amendment #1 - Dunn	

6. Public Hearing

6.1. Proposed Written Policy & Live Entertainment License Ordinance with Fee Schedule –

Chairman O'Brien opened the public hearing at 7:05 p.m. There being no public comment or questions, Chairman O'Brien closed the public hearing at 7:05 p.m.

Town Administrator Dunn stated that he was waiting for a written legal opinion from Town Counsel for tonight's meeting but has not yet received it. Since their recent meeting, Town Administrator Dunn has incorporated the changes suggested by Town Counsel and submitted them to him. Although Town Counsel stated that he has no issues with the changes, he has not yet submitted a written opinion. The Board concurred to table this matter to a meeting following the receipt of the written opinion.

7. Appointments

7.1. John Ayer – Department of Planning and Land Use Update – Director Ayer stated that since his last update to the Board in September 2011, the Department has been adjusting to their new staffing levels. They have not yet received a formal application from Wal-Mart for their proposed expansion but are aware that test borings are underway at the site.

The Department has received nineteen (19) permit applications during the month of January, which is a significant increase over the same period in January 2011. Director Ayer also briefly reviewed the six (6) proposed Zoning Ordinance amendments that will appear on the 2012 ballot.

The Board thanked Director Ayer for his update.

7.2. Geoff Ruggles – Financial Update – Finance Director Ruggles reported that 2011 ended with a surplus. Revenues fell short of estimates by approximately \$45,000, which was largely attributed to the lower cost of a new front end loader, which in turn, resulted in a lower withdrawal from the Capital Reserve Fund. Expenditures are approximately \$600,000 under budget, which does not include approximately \$212,000 in outstanding purchase orders to be carried into 2012.

Property tax receipts were the strongest they have been in the past four (4) years and as a result, cash flow continues to result in higher balances in the bank.

Brief discussion ensued regarding the revenue from motor vehicle registrations and the status of the Town's salt supply.

The Board thanked Director Ruggles for his presentation.

8. Old Business

8.1. Bill Bickford – Bicentennial Committee Update – Bicentennial Committee Chairman Bill Bickford provided Board members with an overview of the proposed events for the 2012 Bicentennial celebration. Among those areas highlighted were the Tree Contest, future requests for the closing of Belknap Mountain Road, the Opening Ceremony and Canoe Race/Barbecue. Chairman Bickford emphasized the need for many volunteers in order for the celebration to be a success. In order to keep the event family-friendly, most events will not charge for participation, but rather ask for donations only. The Board thanked Chairman Bickford for the update and the hard work done by the Committee.

9. New Business

9.1. Approve/Sign 2012 Town Warrant and Default Budget – The Board concurred to take no action at this time.

9.2. Cartographics Online Maps Proposal – Selectman Benavides moved to approval the annual tax map update contract with Cartographic Associates in the amount of \$1,800. Selectman Hayes seconded. Motion carried with all in favor.

9.3. Appointment to Winnepesaukee River Basin Project Advisory Board – Selectman Benavides moved to appoint Sheldon Morgan as the Town's WRBP Advisory Board representative and Scott Dunn as the alternate representative with the same authority to act as the representative as may be necessary for terms to end on December 31, 2013.

10. Public Input – Responding to a question from the public, the Board indicated that they would be signing the 2012 Town Warrant at their work session on Friday, January 27, 2012 at 6:30 p.m.

11. Selectmen's Issues – none.

12. Administrator's Report – Town Administrator Dunn reported that the School Board has also scheduled their public hearing on the petition warrant articles for Wednesday, February 22, 2012. Some of the options available to the Selectmen are to re-schedule their public hearing, hold separate public hearings or hold a joint public hearing. The Board concurred to hold a joint public hearing with the School Board on February 22, 2012 at 7:00 p.m.

13. Next Meeting – Budget Work Session – Friday, January 27, 2012 at 6:30 p.m.; Regular Meeting – Wednesday, February 22, 2012. February 8, 2012 Regular Meeting is canceled due to a scheduling conflict with the School District's Deliberative Session.

14. Adjournment – With no further business before the Board, the Board of Selectmen's January 25, 2011 meeting was adjourned at 7:32 p.m.

Respectfully submitted,

J. Kevin Hayes
Clerk