

GILFORD BOARD OF SELECTMEN'S MEETING
April 11, 2012
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, April 11, 2012, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, John O'Brien 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, DPW Director Sheldon Morgan, Recreation Director Herb Greene and Library Director Katherine Dormody.

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

Selectman Hayes moved to exit non-public session at 7:00 p.m. and seal the minutes. Selectman O'Brien 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 announcement:
Residential Spring Cleanup Days will be held from Saturday, April 21st through Sunday, April 29th, 2012.
4. **Review/Approval of Minutes**
 - 4.1. Selectman Hayes moved to approve the minutes of the March 28, 2012 meeting. Selectman O'Brien seconded. Motion carried with all in favor.
5. **Consent Agenda**
 - 5.1. Selectman Hayes moved to approve the previously signed items for the period March 26, 2012 through April 6, 2012. Selectman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
05/18/11	Change of Status - Beaulieu	
06/20/11	Change of Status - Abbott	
01/29/12	Change of Status - Willett	
02/14/12	Change of Status - Andrade	
03/15/12	Accounts Payable Manifest	
03/19/12	Letter - Boston Culinary Group re:liquor license	
03/19/12	Payroll Register (2)	
03/20/12	Accounts Payable Manifest	
03/21/12	Notice of Lien	253-263.000
03/26/12	Corrective Deed - Fuller	213-013.019
03/26/12	Payroll Register	
03/27/12	Accounts Payable Manifest	
03/28/12	Release of Lien - Lurvey	213-013.338
03/28/12	Abatement - Lurvey (2)	213-013.338
03/28/12	Veteran's Tax Credit - Rain	213-068.023

03/29/12 Notice of Lien - Foley/Brusseau
03/30/12 Change of Status - Tanner
04/02/12 Change of Status - Petrozzi
04/09/12 Change of Status - A. Denver
04/09/12 Change of Status - J. Horan

213-013.326

6. **Appointments**

- 6.1. Katherine Dormody – Library Update** – Director Dormody began her update by informing the Board of recent personnel changes. Although no new employees have been hired, the existing staff assignments have been reviewed and reorganized.

Circulation continues to show an increase over last year, up 8% from the same period last year. The door counters also indicate an increase of 8% in the number of people utilizing the library.

This week is National Library Week and the tradition of having a different Town department represented each day at story time continues. The children love having the stories read to them and the opportunity to see various Town vehicles. Next week is National Volunteer Week, where the Library will honor its 60+ regular volunteers.

Director Dormody highlighted the programming that is scheduled for the next two months and reported the success of the expanded “Check-Out an Expert” program, especially with resume writing and using Facebook.

Chairman Benavides asked about the Library’s satisfaction with the privatized cleaning service. Director Dormody reported that the private contractor is meticulous and although her rates have not increased, she is no longer cleaning windows. Chairman Benavides also asked about the recent theft problem at the Library. Director Dormody responded that steps have been taken to curb this problem, as well as a problem with vandalism.

The Board thanked Director Dormody for her update.

- 6.2. Geoff Ruggles - Financial Update** – Finance Director Ruggles began his presentation by pointing out that revenues continue to track above last year’s levels. Expenditures continue to track below last year’s levels, due primarily to less spending in Public Works. He added that Public Safety and Culture & Recreation do show a slight increase over last year. Cash flow continues to remain close to last year’s levels.

The Board thanked Director Ruggles for his presentation.

7. **Old Business**

- 7.1. Selectmen’s Goals and Objectives** – The Board concurred to table this matter until the April 25, 2012 meeting.

8. **New Business**

- 8.1. HB 592 – New State House of Representative Districts** – Representative Alida Millham and Attorney Peter Millham were in attendance to update the Board on the status of HB 592 regarding redistricting. Mrs. Millham provided the Board with background information on the redistricting, which is done every ten years. Although the method of redistricting is rather complicated, there are two deviations available for the Town of Gilford. There can be two representatives for just Gilford or a combination of four representatives if grouped together with Meredith.

Attorney Millham expressed concern with HB 592 and stated it is not consistent with the NH Constitution. Discussion ensued regarding the possibility of a class action suit and what other

municipalities might be interested in pursuing this course of action. Town Administrator Dunn stated that there are currently five municipalities that are contemplating legal action. Mrs. Millham pointed out that one of the problems of this approach is that the outcome of any action would not be known until after an election takes place. She added that sixty municipalities are affected by the redistricting. The Board concurred to have Town Administrator Dunn further research which towns or cities would be interested in pursuing legal action.

- 8.2. Historic District & Heritage Commission – Reduction in Members** – Selectman Hayes moved to approve the Resolution to Establish the Membership of the Historic District and Heritage Commission as written, reducing the number of members required to five (5), including a representative from the Board of Selectman and a representative from the Planning Board. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.3. Personnel Policy Amendments** – Town Administrator Dunn stated that he has not yet received an opinion from the Town Attorney on the proposed changes, so the Board concurred to table this matter to the April 25, 2012 meeting.
- 8.4. Request for Waiver of Glendale Regulations - Mullen** - Selectman Hayes moved to approve the request for a waiver of the Glendale Regulations, subject to Town Administrator Dunn receiving the appropriate trust documents from Thomas Mullen. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.5. Cable Television PEG Access Channels** – Denise Beauchaine of LRPA-TV provided the Board with LRPA’s perspective on the proposal to MetroCast regarding the three available PEG channels. She expressed concern with having the technical capability for LRPA to make similar accommodations for all of their communities. She recommended that representatives from LRPA sit down with the Town Administrator and School Superintendent to discuss how they can find middle ground with the delivery of service on the PEG channels.
- Selectman Hayes moved to approve the letter to MetroCast Cablevision regarding PEG Access Channels, as written. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.6. NH Humane Society – 2012 Contract** – Selectman Hayes moved to approve the agreement with NH Humane Society for animal control services in 2012 and to authorize the Town Administrator to sign on behalf of the Town. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.7. Alvah Wilson Bridge Repairs – Change Order** – Selectman Hayes moved to approve a \$2,610 change order with funds to come from the Bridge Replacement Capital Reserve Fund to repair deteriorated concrete in the back wall of the bridge. Selectman O’Brien seconded. Motion carried with all in favor.
- 8.8. Town Hall Exterior Repairs** – Selectman Hayes moved to approve the \$2,904 proposal from Cathcart Construction, to be funded from the Building Maintenance Capital Reserve Fund. Selectman O’Brien seconded and expressed concern with the condition of the sidewalk at the front of the building as well. Town Administrator Dunn stated that it is his intention to address many maintenance concerns with the Town Hall with the expansion of the Police Department and secure a bond for financing, at a future date. Motion carried with all in favor.
- 8.9. Request to Use Lincoln Park for Access to Abutter’s Construction Project** – Bill Nutter, of Nutter Enterprises, was in attendance to provide with Board with an overview of a project he will be undertaking adjacent to Lincoln Park. This project necessitates using an 8-foot strip of Town-owned property to access his client’s property. He stated that the owner was willing to post surety, if required, and only track equipment would be used. DPW Director Sheldon

Morgan stated that the property in question is very steep and has concern if there was to be heavy rain during construction.

Mr. Nutter stated that there would be erosion control measures in place for twelve weeks and they would re-vegetate until it is well established. The area in question is not near the sewer interceptor and he re-iterated his willingness to set aside funds to ensure the property is returned to its original condition. There are no large trees in this area.

Brief discussion ensued regarding the appropriate amount of surety to be required. Director Morgan recommended \$7,500 to cover the time to monitor and manage the site. Selectman Hayes moved to approve the temporary use of Lincoln Park by Nutter Enterprises with the following conditions: 1. \$10,000 bond is in place to ensure that damage is repaired; 2. two forms of stabilization and erosion control will be used; 3. all NH DES permits are on file and approved by the Town; and 4. the Town property is restored to the satisfaction of DPW Director Morgan. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.10. Cal Ripken Request to Construct & Donate Concession Stand at Stonewall Park** – Recreation Director Herb Greene spoke favorably of the Cal Ripken League and their willingness to put forth time, money and effort into improvements to Stonewall Park and the Francoeur Field. In attendance from the Cal Ripken League was Corey Boucher.

Town Administrator Dunn asked Mr. Boucher if the concession stand would be donated to the Town. Mr. Boucher replied that it would be, but the Cal Ripken League would like to have exclusive use of the building when needed. Selectman Hayes moved to approve the request to construct a concession stand, provided that no Town funds be used, the facility be donated to the Town upon completion and building permit fees to the Town would be waived. Selectman O'Brien seconded. Motion carried with all in favor. Chairman Benavides commended the Cal Ripken League for their contribution to the youth of Gilford.

9. **Public Input** – Kevin Leandro expressed shock that the Selectmen had waived the competitive bid process and authorized repairs to Gilford Fire-Rescue Engine 4 in the amount of \$11,200, when the estimate in December 2011 was for \$9,000. He thinks that Engine 4 should have been repaired before now and disputed the newspaper accounting of what was said by Chief Carrier at the last Selectmen's meeting regarding maintenance records.
10. **Selectmen's Issues** – none.
11. **Administrator's Report** – Town Administrator Dunn advised the Board that the matter of the Wesley Woods tax exemption will be on the agenda of the April 25th meeting.

Town Administrator Dunn is working with the McGrath family of Harris Shore Road to finalize the action taken at Town Meeting. He and Director Morgan have spent time with the Town Engineering firm of Dubois & King reviewing various projects around Gilford, including the Route 11-A/11-B triangle, Cat Path, and Old Lakeshore Road.

The Town has been approached by Meadowbrook to modify their site plan to allow the 11:00 p.m. curfew to be relaxed. They will be applying to the Planning Board in the fall but would like permission to relax the curfew once during the 2012 summer season, as a trial. This would entail hiring extra police and the Code Enforcement Officer for the night. Following further discussion by the Board, they concurred to allow the curfew to be extended to 12 midnight for one night only.

Town Administrator Dunn stated that unresolved bills from Fairpoint continue and correspondence will be forthcoming from the Lakes Business Park regarding the expenditure of the trust fund for lighting of the sign at Gilford Avenue/Hounsell Avenue.

The Winter Harbor Yacht Club has again requested the issuance of ten (10) guest passes for the 2012 summer season. The Board concurred by consensus to approve the issuance of the guest passes.

12. **Next Meeting** –Regular Meeting – Wednesday, April 25, 2012

15. **Adjournment** – With no further business before the Board, the Board of Selectmen's April 11, 2012 meeting was adjourned at 8:35 p.m.

Respectfully submitted,

John T. O'Brien
Clerk