

GILFORD BOARD OF SELECTMEN'S MEETING
September 26, 2012
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, September 26, 2012, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, Kevin Hayes and John O'Brien. 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, Police Lieutenant Kris Kelley and DPW Director Sheldon Morgan.

1. Non-Public Session

- 1.1.** Selectman Hayes moved to enter non-public session at 6:00 p.m., pursuant to RSA 91-A:3,II, (a)(e) to discuss personnel issues and pending litigation. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Gus Benavides, Kevin Hayes and John O'Brien. Also present was Town Administrator Scott Dunn.

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

2. Pledge of Allegiance - The Selectmen recited the Pledge of Allegiance.

3. Announcements/Presentations

- 3.1.** Chairman Benavides announced that the Budget Committee's review of the 2013 Town Budget will begin on Thursday, October 4, 2012 at 6:30 p.m.
3.2. Chairman Benavides announced that the Town Hall and Library will be closed on Monday, October 8, 2012 for Columbus Day.

4. Review/Approval of Minutes

- 4.1.** Selectman Hayes moved to approve the minutes of the September 12, 2012 meeting, as presented. 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 September 10, 2012 through September 21, 2012. Selectman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
06/20/12	Change of Status - Abbott	
07/01/12	Change of Status - Scholbe	
07/09/12	Change of Status - Fabian	
07/13/12	Change of Status - Fasshauer	
08/01/12	Change of Status - Hiffler	
08/08/12	Sewer Abatement - Margate (2)	201-003.000
08/10/12	Change of Status - L. Latosek	
08/25/12	Change of Status - Doris	
08/26/12	Change of Status - Horan	
08/27/12	Payroll Register (2)	
08/27/12	Accounts Payable Manifest	
08/27/12	TC Warrant - Jeopardy Tax - Langathianos	252-016.710
08/29/12	Change of Status - Patterson	
08/30/12	Change of Status - O'Connor	
09/04/12	Payroll Register	

09/04/12	Accounts Payable Manifest	
09/10/12	Payroll Register	
09/10/12	Sewer Abatement - Capadais	252-016.909
09/11/12	Accounts Payable Manifest	
09/12/12	Tax Collector's Warrant - 2012 Capital Cost Betterment	
09/12/12	Tax Collector's Warrant - 2012 Cherry Valley Betterment	
09/12/12	Sewer Abatement - Barnett	253-028.000
09/12/12	NOITC - Daniel Webster Council BSA	261-001.000
10/01/12	Change of Status - Weeks	

6.0 Public Hearing

6.1 Amendments to Ordinance Regulating Outdoor Vendors & Transient Sales – Chairman

Benavides read aloud the Notice of Public Hearing on Proposed Amendments to the Ordinance Regulating Outdoor Vendors and Transient Sales. He opened the public hearing at 7:06 p.m. and there being no public comment, closed the public hearing at 7:06 p.m.

Selectman Hayes moved to approve and adopt the Amendments to the Ordinance Regulating Outdoor Vendors & Transient Sales as presented. Chairman Benavides seconded. Selectman O'Brien stated that his concern with this ordinance change is that it shows favoritism and is unfair to other locations that must go through the permitting process.

Town Administrator Dunn responded that he understands Selectman O'Brien's concerns, but going back to the intent of the ordinance, it is so that local businesses are not put at a disadvantage from outside vendors. The venues exempted in the proposed amendment do not compete with local businesses. The motion carried by a vote of 2-1 with Selectman O'Brien voting no.

7.0 Appointments

7.1 Senator Kelly Ayotte Staff Assistant – Chairman Benavides introduced Simon Thomson, Special Assistant for Casework and Projects to Senator Kelly Ayotte. He stated that he is part of the Senator's outreach staff and is here because of an initiative by Senator Ayotte to have each NH community visited by her or a member of her staff at least once a year. On behalf of Senator Ayotte, Mr. Thomson extended a belated happy 200th birthday to the Town of Gilford.

Chairman Benavides asked Mr. Thomson to relay to Senator Ayotte a request to not vote for any unfunded federal mandates. He added that this is a concern for the Town every year. Chairman Benavides also extended his appreciation to Senator Ayotte for her graciousness when his daughter visited Washington, D.C. Mr. Thomson pointed out that when the Senate is in session, Senator Ayotte hosts "Coffee with Kelly" on Thursday mornings for NH residents.

Selectman Hayes commented on the paperwork burden to contractors for any State or Federal funded construction work. In closing, Mr. Thomson left his business card with each Selectman and encouraged them to reach out to him.

7.2 Sheldon Morgan – Department of Public Works Update - Director Morgan provided Board members with a written summary of his Department update, including a project update. Starting with winter, 74% of the 2012 budget has been spent so far this year, and they are ready for any upcoming winter weather events.

He stated that the correctional inmates continue to work out very well and along with the Police Department, they continue to utilize them on a daily basis. The 2012 construction season is winding down with all work completed except for the rehabilitation on Edgewater Drive on Governor's Island. Once all construction work is completed, they will assess the expenditures to date and hopefully, be able to begin culvert repairs that would ordinarily be done next summer.

The roadside mower will be returning for a second pass, with emphasis on increasing visibility at

intersections. Surplus asphalt was recently ground, resulting in the finished product of 5,000 tons of quality crushed gravel and shoulder material. Utilizing this method saves the Town \$8.65 per ton of material, which is a significant savings. There is still an additional 1,500 tons of asphalt that needs to be reclaimed.

Director Morgan reported that Stuart Thompson of NH DOT has informed him that the sign project will be going out to bid on October 9th, with anticipated spring 2013 installation.

On Monday, Director Morgan and the DPW mechanics will be meeting with the Fire Chief to review their repair strategy for Engine 4. In regards to single stream recycling, there is still a group of communities that would like to explore options to reduce single stream recycling costs. Rather than building a facility, they are looking to collectively reduce transportation costs.

Selectman O'Brien complimented DPW staff, particularly Mia Gagliardi, for their initiative in washing winter coats in the Fire Department washing machine.

The Board thanked Director Morgan for his update.

- 7.3 Geoff Ruggles – Financial Update** – Director Ruggles indicated that this monthly report would be quite similar to other months in 2012 – revenues continue the trend of being slightly above last year's levels and expenditures are tracking slightly below last year's levels. He does not anticipate any issues with funding the repairs to Engine 4 in 2012.

Tax receipts rebounded in August, which seems to confirm that the higher outstanding tax balances were due to the later tax bill due date. They are currently \$50,000 above the same period in 2011. Selectman Hayes added that this budget is subject to change by the Budget Committee, Board of Selectmen at a later session and voters at the Deliberative Session.

The Board thanked Director Ruggles for his update.

8.0 Old Business

- 8.1 2013 Budget Recommendations** – Chairman Benavides stated that the Board met last Tuesday and reviewed the entire budget. He praised the efforts of the Department Managers in the preparation of their budgets. However, there have been increases in the 2013 NH Retirement contribution rates.

Chairman Benavides also pointed out that the Selectmen's recommended gross budget is \$936,011 than the total Department requests, making the final 2013 gross budget amount being \$11,949,088. This figure represents a 1.16% increase, or \$81,855, which is the exactly the same amount as the Town's increase in retirement costs over the previous year.

Selectman Hayes moved to recommend a 2013 gross budget of \$11,949,088 to the Budget Committee. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.2 Deed Conveyance – 9 Sargent Place, Unit #5** – Selectman Hayes moved to convey a deed to the unit 5 mobile home at the Goodnight Mobile Home Park that was taken by tax deed to Jeanna Luneau for the sum of \$1.00. Selectman O'Brien seconded. Motion carried with all in favor.

9.0 New Business

- 9.1 Request for Deletion of Assessment** – Selectman Hayes moved to approve an abatement for Misty Harbor Condominium Complex for the current 2012 tax year in the amount of \$1,391 for development rights that no longer exist; and furthermore, to deny the abatement for all past years due to the fact that no abatement applications had been submitted in a timely manner. Selectman O'Brien seconded. Motion carried with all in favor.

- 9.2 Request for Abatement – 25 Lockes Island** – Selectman Hayes moved to abate \$24.59 for Anne Murdock for a late payment on property located at 25 Lockes Island. Selectmen O’Brien seconded. Motion carried with all in favor.
- 9.3 Proposal for General Counsel Legal Services** – Selectman Hayes moved to accept the proposal of Donahue, Tucker & Ciandella, PLLC as dated August 30, 2012, for legal municipal services effective January 1, 2013, and to notify the Mitchell Municipal Group that their contract for legal services will not be renewed. Selectman O’Brien seconded. Motion carried with all in favor.
- 10.0 Public Input** – Reporter Gail Ober asked the Board if their budget included any reductions in the workforce. Chairman Benavides responded no, but there have been reductions through attrition. She further questioned the figure used for budgeting health insurance. Selectman Hayes responded that the figure used is an average of the past three years but the 2013 rates have not been finalized yet. Selectman O’Brien added that reducing staff any further would definitely affect services.
- 11.0 Selectmen’s Issues** – none.
- 12.0 Administrator’s Report** – Town Administrator Dunn stated that they are currently in the process of submitting applications to NH DOT for drainage repairs to Old Lakeshore Road and Cat Path. They were not able to secure an easement for the Cat Path project but believe that there is an alternative that would work.
- A new mechanic begins work on October 1st and a conditional offer of employment has been offered for the Library Custodian position.
- 13.0 Next Meeting** – Regular Meeting – October 10, 2012 at 7:00 p.m. Selectman Hayes noted that the Police Department is having a prescription medication drop-off this Saturday, September 29, 2012 from 10:00 a.m. to 2:00 p.m. at the Town Hall.
- 14.0 Adjournment** – With no further business before the Board, the Board of Selectmen’s September 26, 2012 meeting was adjourned at 7:40 p.m.

Respectfully submitted,

John T. O’Brien
Clerk