

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

The Board of Selectmen convened in a regular session on Wednesday, December 26, 2012, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides and Kevin Hayes. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey. Excused was Selectman John O'Brien.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief Kevin Keenan and Fire Chief Steve Carrier.

1. **Non-Public Session** - Selectman Hayes moved to enter non-public session at 6:15 p.m., pursuant to RSA 91-A:3,II, (i)(c) to discuss consideration of matters relating to preparation of emergency functions and matters which may adversely affect someone's reputation. Chairman Benavides seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Gus Benavides and Kevin Hayes. Also present were Town Administrator Scott Dunn and Police Chief Kevin Keenan.

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

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

3. **Announcements/Presentations**

- 3.1. The Town Offices and Library will be closed for New Year's Day holiday on Tuesday, January 1, 2013. The Library will close at 5:00 p.m. on Monday, December 31, 2012.
- 3.2. The Gilford Public Library is offering amnesty on fines until the end of the year.
- 3.3. The final Budget Committee meeting will be held on Thursday, January 3, 2013 at 6:30 p.m. at Town Hall (Town and School budgets)
- 3.4. Budget Committee Public Hearings:
 - (a) School District Budget – Tuesday, January 8, 2013 at 6:30 p.m. at Gilford High School
 - (b) Town Budget – Thursday, January 10, 2013 at 6:30 p.m. at Gilford High School
- 3.5. NH DES to hold public informational meeting on Liberty Hill Coal Tar Waste Removal on Wednesday, January 23, 2013 at 7:00 p.m. at Gilford Public Library.

4. **Review/Approval of Minutes**

- 4.1. Selectman Hayes moved to approve the minutes of the December 12, 2012 meeting, as amended. Chairman Benavides seconded. Motion carried with all in favor.

5. **Consent Agenda**

- 5.1. Selectman Hayes moved to approve the previously signed items for the period December 10, 2012 through December 21, 2012. Chairman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
09/28/12	Change of Status - Dinan	
10/05/12	Change of Status - Callahan	
10/24/12	Change of Status - Jacques	
11/01/12	Change of Status - Baron	
11/28/12	Abatement - Bean	264-001.000
12/03/12	Payroll Register	
12/04/12	Payroll Register	
12/10/12	Payroll Register (2)	
12/10/12	Notice of Lien - Leary	224-049.072

12/11/12	Abatement - New England Deaconess Assoc.	various
12/11/12	Accounts Payable Manifest	
12/12/12	Boat Agent Appointment - Mountain View Yacht Club	
12/12/12	Abatement - Ewens	203-072.000
12/12/12	2013 Default Budget	

6.0 Appointments – none.

7.0 Old Business

7.1 Amendments to Sewer Rates Fee Schedule – Chairman Benavides gave Mark Corry, President of Gilford Meadows Condominiums, an opportunity to further address any issues with the proposed amendments to the sewer rates fee schedule. Mr. Corry reiterated his concerns, which were brought up at the public hearing, regarding the administrative fee. Gilford Meadows is being charged multiple administrative fees, while only having a single meter. Mr. Corry thinks that Gilford Meadows is unfairly being singled out since they have only one bill and one meter.

Mr. Corry proceeded to elaborate on other properties in the area that are not billed in the same manner as Gilford Meadows. He thinks that Gilford Meadows is paying for services that they do not receive. He would like to see the Town’s practice of charging an administrative fee for each unit reviewed. Mr. Corry again stated the possibility of individually metering each unit.

Following brief discussion on how sewer usage is billed in various shopping centers, Selectman Hayes moved to adopt the 2013 sewer fee schedule as presented, with the understanding that the Town’s Administrative Fee portion be reviewed during 2013. Chairman Benavides seconded and asked Town Administrator Dunn to include this in the Board’s 2013 goals. Town Administrator Dunn pointed out that the current administrative portion of the sewer bill is charged in accordance with the existing sewer ordinance, so he confirmed that the Board would like to look at amending the ordinance in 2013. Motion carried with all in favor.

7.2 Geothermal Repairs at Library – Chairman Benavides stated that the Library Trustees have solicited several quotes for repairs and improvements to the geothermal system from both Denron and Gilford Well. Selectman Hayes moved to allow the Library Trustees to spend a “not to exceed” figure of \$16,399.11 for repairs and improvements to the geothermal system, with surplus funds from the 2012 budget. Chairman Benavides seconded. Motion carried with all in favor.

7.3 FY2013 Budget/Warrant Preparation – Chairman Benavides outlined the proposed changes to the FY2013 budget. Selectman Hayes moved to revise the FY2013 budget, as presented, resulting in an increase of surplus fund balance revenues of \$35,069, and a final FY2013 recommended budget of \$11,758,636. Chairman Benavides seconded. Motion carried with all in favor.

8.0 New Business

8.1 Imagination Station at GES – skipped.

8.2 FY2012 Budget Transfers – Selectman Hayes moved to approve the following FY2012 budget transfers pursuant to the provisions of RSA 32:10, totaling \$159,100:

From:	4150	Finance, Appraisal & Technology	\$35,000
	4210	Police	\$30,000
	4220	Fire-Rescue	\$75,000
	4312	Highway	\$8,000
	4324	Solid Waste	\$11,100
			<u>\$159,100</u>

To:	4131	Administration	\$5,000
	4151	Technology	\$13,000
	4153	Legal	\$5,000
	4310	Public Works Administration	\$6,000
	4316	Street Lighting	\$1,000
	4441	Welfare	\$2,000
	4902	Capital Outlay	\$120,000
	4939	LBP-II Revenue Sharing	\$7,100
			<hr/>
			\$159,100

Chairman Benavides seconded. Motion carried with all in favor.

9.0 Other Business – Town Administrator Dunn pointed out that in the Board’s motion to approve the 2013 budget, they approved the request of the Fire Engineers to change the allocation of revenues for the Ambulance Services Revolving Fund from 40% to 60%, as of January 1, 2013, even though it was not specifically discussed. Selectman Hayes responded that Chief Carrier’s memorandum regarding the change was very thorough.

10.0 Public Input – none.

11.0 Selectmen’s Issues – Selectman Hayes inquired about the recent issue of a survey for Area Road and asked Town Administrator Dunn for clarification of what the survey will accomplish. Town Administrator Dunn responded that we do not know if the actual roadway was constructed within the prescribed right-of-way. The survey will also clarify that the lots were properly laid out and establish drainage rights.

Chairman Benavides suggested that, much like the Glendale Committee, members of the community be involved in the process of reviewing the existing sewer ordinance. He thinks that it is beneficial to have the perspective of various segments of the community when ordinance changes are being considered. Town Administrator Dunn will advertise for interested community members of this ad hoc committee.

12.0 Administrator’s Report – Town Administrator Dunn stated that he has completed his first draft of a Winter Maintenance Policy, which is currently being reviewed by the Department of Public Works. He anticipates that this draft will be ready for the Board at their next meeting.

13.0 Next Meeting – Regular Meeting – January 9, 2013 at 7:00 p.m.

14.0 Adjournment – With no further business before the Board, the Board of Selectmen’s December 26, 2012 meeting was adjourned at 7:28 p.m.

Respectfully submitted,

John T. O’Brien
Clerk