

**TOWN OF GILFORD
BOARD OF SELECTMEN'S MEETING MINUTES
December 2, 2015
GILFORD TOWN HALL**

1.0 NON-PUBLIC SESSION (6:30PM)

At 6:30 PM, Selectmen Richard Grenier made a motion to enter into non-public session pursuant to RSA 91-A: 3, II (a) to discuss personnel issues and (d) conveyance of real property; seconded by Dale Chan Eddy. Motion carried on a roll call vote with all in favor; (3-0). Present were: Selectmen Gus Benavides, Richard Grenier, Dale Chan Eddy and Town Administrator Scott Dunn.

Richard Grenier made a motion to exit non public session at 6:58 PM and to seal the minutes; seconded by Dale Chan Eddy and passed on a roll call vote with all in favor; (3-0).

2.0 PLEDGE OF ALLEGIANCE

At 7:04 PM, Chairman Gus Benavides convened the public meeting in the 1st floor conference room and led the assembly with the Pledge of Allegiance to the Flag.

Staff members in attendance were: Finance Director Geoff Ruggles, Police Lt. Kristen Kelley, Department of Public Works Director Peter Nourse, Fire Chief Stephen Carrier, Town Clerk – Tax Collector Denise Gonyer, Deputy Town Clerk Tax Collector Jennifer Mooney, Town Administrator Scott Dunn and Executive Assistant Angela Bovill.

3.0 ANNOUNCEMENTS/PRESENTATIONS

3.1 4th Annual Candlelight Stroll Event December 12, 2015 from 5 to 7 pm

The 4th Annual Candlelight Stroll Event will take place on Saturday, December 12th from 5 to 7 pm along Belknap Mountain Road and Potter Hill Road. Volunteer are still needed and appreciated. (Inclement weather date will be December 13, 2014 from 5 to 7 pm)

3.2 Years of Service Recognition – Town Clerk-Tax Collector, Denise Gonyer

Town Clerk-Tax Collector, Denise Gonyer was happy to present Deputy Town Clerk Tax Collector, Jennifer Mooney with her 10 Years of Service Award from the New Hampshire Tax Collectors Association. In recognition of this accomplishment, Ms. Gonyer presented Ms. Mooney with a plaque from the NH Tax Collectors Association along with flowers. Member of Ms. Mooney's family and co-workers were present. Chairman Benavides congratulated Ms. Mooney on behalf of the Town, the Board of Selectmen's and the staff.

3.3 Town Offices/Library Holiday Closures for Christmas and New Years Day

The Town Offices will be closed for the Christmas Holiday on 12/25/2015. The Library will close at 2 pm on 12/24/2015 and reopen on Monday 12/28/2015. The Town Clerk Tax Collectors Office will close at 12:30 pm on 12/24/2015 and reopen Monday on 12/28/2015.

4.0 REVIEW/APPROVAL OF MINUTES

4.1 November 18, 2015 - Public & Non-Public Sessions

Richard Grenier made a motion to approve the 11/18/2015 minutes as written; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

5.0 CONSENT AGENDA

5.1 Approval of Previously Signed Documents (10/26/2015 through 11/13/2015)

Richard Grenier made a motion to approve the list of items previously signed during the period of 10/26/2015 through 11/13/2015 as listed (attached hereto); seconded by Dale Chan Eddy and passed with all in favor; (3-0).

5.2 Petition Warrant Articles

- a. Zoning Ordinance Amendment – Churches
- b. Zoning Ordinance Amendment – Agriculture & Agritourism

Town Administrator Scott Dunn presented two warrant articles dated November 30, 2015. There were two flaws in the Agriculture and Agritourism Petition (b). The first was a request for a special Town meeting to amend the zoning ordinance by a petition warrant article. The second flaw is a typo in the statutory reference. After speaking with the Town Attorney, it is recommended that the Board reject the petition as there is no legal mechanism to rescind or amend. Administrator Dunn has spoken to the petitioner (Mr. Howe) who is aware of the changes that are needed and will correct and resubmit by the deadline of 12/09/2015. Richard Grenier made a motion to reject the Petition as presented; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

5.3 Belknap County Commissioner's recommended FY2016 Budget

Town Administrator Scott Dunn presented the Selectmen with a copy of the FY2016 Belknap County Budget.

6.0 APPOINTMENTS

6.1 Finance Director Geoffrey Ruggles – Departmental Update

Geoffrey Ruggles, Finance Director presented his semiannual update report to the Selectmen and stated that staffing in the Finance Office is almost back to 100%. Through November, the Department has issued just over 5,100 pay checks and processed nearly 4,700 invoices. After reviewing real estate sales for last year Corcoran Consulting did a statistical update to property values resulting in an overall increase in assessed valuation of just under \$60 million. The tax rate was set for 2015 at \$17.97 which is a reduction of 33 cents or 1.8%. With regard to technology, Mr. Ruggles is still on a schedule replacing XP computer systems and has assisted with moving, reconfiguring/upgrading network equipment and wiring in the Police Station addition. The regular diagnosing and repairing of aging workstations and equipment is ongoing. The Selectmen thanked Mr. Ruggles for his update.

7.0 OLD BUSINESS

There was none.

8.0 NEW BUSINESS

There was none.

9.0 OTHER BUSINESS

Katherine Dormody, Library Director sent over a request for a road closure on Belknap Mountain Road and Potter Hill Road during the 4th Annual Candlelight Stroll on 12/12/15 from 5 to 7 pm. Richard Grenier made a motion to approve the road closure on Belknap Mountain Road and Potter Hill Road during the 4th annual Candlelight Stroll on 12/12/15 from 5 to 7 pm as presented; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

10.0 PUBLIC INPUT

Chairman Gus Benavides asked if there was any public input. There was none.

11.0 SELECTMEN'S ISSUES

Selectman Grenier told Public Works Director Peter Nourse that the lights on the old plow look good. Selectmen Benavides passed along a message from a constituent regarding an incident that recently took place on Smith Cove and Scenic Road and wanted to commend the Gilford Police Department for their professionalism and great work in handling this situation. He wanted to see to it that the Chief and his officers are commended.

12.0 ADMINISTRATOR'S REPORT

Town Administrator Scott Dunn reported the Potter Hill Culvert Project will get under way on December 14th and will take about two weeks from start to finish. Two bids were received for the Roof Project at the Rowe House. They came in way over budget and Peter Nourse, Public Works Director is working with L-CHIP and the State for possible funding mechanisms/grants for this project. Further research will continue. Administrator Dunn was contacted by an Eagle Scout who is interested in doing some work on inside of the warming hut and will be meeting with him tomorrow.

13.0 NEXT MEETING (December 16, 2015 at 7:00 PM)

The next meeting of the Board of Selectmen will take place on Wednesday, December 12, 2015 at 7:00 pm.

14.0 ADJOURNMENT

Richard Grenier made a motion to adjourn the meeting at 7:25 PM; seconded by Dale Chan Eddy and passed with all in favor; (3-0).

Respectfully Submitted,

Angela A. Bovill, Executive Assistant

Approved by the Board of Selectmen on the _____ day of _____, 2015.

Attest:

Selectmen Dale Channing Eddy, Clerk