

GILFORD BOARD OF SELECTMEN'S MEETING
January 28, 2015
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 28, 2015, 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 Richard Grenier. Also present was Town Administrator Scott Dunn.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief Anthony Bean Burpee, Police Lieutenant Jim Leach, Fire Chief Steve Carrier, and Executive Secretary Sandra Bailey.

- 1. Non-Public Session – 6:00 P.M.** – Chairman O'Brien moved to enter non-public session at 6:15 p.m., pursuant to RSA 91-A:3, II, (b)(d) to discuss the hiring of a public employee and conveyance of real estate. Selectman Grenier seconded. Motion carried on a roll call vote with all in favor. Present were John O'Brien and Richard Grenier. Also present was Town Administrator Scott Dunn.

Selectman Benavides arrived at 6:30 p.m.

Selectman Benavides moved to approve the cy pres petition as drafted for Kimball Castle Properties, LLC and to authorize the Town Administrator to sign. Selectman Grenier seconded. Motion carried with all in favor.

Other matters were discussed.

Selectman Benavides moved to exit non-public session at 6:45 p.m. and seal the rest of the minutes. Selectman Grenier seconded. Motion carried on a roll call vote with all in favor.

- 2. Pledge of Allegiance** – Chairman O'Brien led the assembly in reciting the Pledge of Allegiance.
- 3. Announcements/Presentations**
 - 3.1.** Chairman O'Brien announced that the 2015 Annual Town Meeting Deliberative Session will be held on Tuesday, February 3, 2015, at 7:00 p.m. at Gilford High School.
 - 3.2.** Chairman O'Brien announced that the 2015 Annual School District Deliberative Session will be held on Wednesday, February 4, 2015, at 7:00 p.m. at Gilford High School.
 - 3.3.** A public information meeting will be held on Thursday, February 5, 2015, at 7:00 p.m., at Marine Patrol Headquarters, 31 Dock Road, regarding the redevelopment of the Marine Patrol building.
 - 3.4.** An ongoing event hosted by Police Chief Bean Burpee will begin on Monday, February 23, 2015 with "Coffee with the Chief" at the Gilford Town Library from 10:30 a.m. to 12:00 p.m.
- 4. Review/Approval of Minutes**
 - 4.1.** Selectman Benavides moved to approve the minutes of January 14, 2015, as presented. Selectman Grenier seconded. Motion carried with all in favor.

- 4.2. Selectman Benavides moved to approve the minutes of January 21, 2015, as presented. Selectman Grenier seconded. Motion carried with Chairman O'Brien abstaining.

5. Consent Agenda

- 5.1. Selectman Benavides moved to approve the previously signed documents for the period January 12, 2015 through January 23, 2015 as listed. Selectman Grenier seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
10/22/14	Change of Status - Hewitt	
12/19/14	Change of Status - Bailey	
12/22/14	Notice of Lien	213-013.320
12/22/14	Payroll Register	
12/24/14	Accounts Payable Manifest	
12/24/14	Payroll Register	
12/28/14	Accounts Payable Manifest(2)	
12/29/14	Payroll Register(2)	
01/01/15	Change of Status - Kelley	
01/01/15	Change of Status - Parent	
01/05/15	Change of Status - Mahan	
01/07/15	Accounts Payable Manifest	
01/08/15	Sewer Warrant	
01/09/15	Payroll Register(2)	
01/12/15	Payroll Register	
01/13/15	Accounts Payable Manifest	
01/14/15	Release of Lien	203-013.006
01/14/15	Elderly Tax Deferral	211-028.000
01/14/15	Current Land Use TC Warrant	
01/14/15	Current Land Use Penalty	205-025.101
01/18/15	Change of Status - Robertson	
01/18/15	Change of Status - DeNutte	

6. Public Hearings

- 6.1. **Traffic Regulation – Gunstock Acres Stop Sign Intersection** – Chairman O'Brien began by stating that the matter of stop sign intersections in Gunstock Acres will need further review to determine if other intersections will require stop or yield signs. He is concerned with the legality of who has the right of way with some intersections. Police Chief Ben Burpee provided a brief explanation regarding "T" intersections.

Chairman O'Brien opened the public hearing at 7:08 p.m. Chan Eddy of 201 Chestnut Drive stated that he has resided there for ten years and never seen an issue at this intersection. There being no additional comments, Chairman O'Brien closed the public hearing at 7:09 p.m.

Selectman Benavides moved to approve the Traffic Regulations, Chapter 39-E as presented. Selectman Grenier seconded. Motion carried by a vote of 2 to 1 with Selectman Grenier voting no.

- 6.2. **Written Authorization Policy Per RSA 179:19 & Repeal of Live Entertainment License Ordinance** – Chairman O'Brien opened the public hearing at 7:12 p.m. There being no questions or comments from the public, he closed the public hearing at 7:12

p.m.

Selectman Benavides moved to approve the Written Authorization Policy as presented. Selectman Grenier seconded. Motion carried with all in favor.

7. Appointments

- 7.1. Geoff Ruggles – Financial and Department Update** – Finance Director Ruggles reported that overall revenues at the end of 2014 were roughly \$475,000 over estimates, due primarily to unanticipated refunds in the areas of Solid Waste and Insurances. In addition, Motor Vehicle revenues were \$121,000 over estimates.

As far as expenditures are concerned, they ended up roughly \$128,000 under budget. Director Ruggles reviewed the significant areas of the budget that were over budget and under budget. Property tax collections continue to be strong.

The cash on hand at the end of 2014 was approximately \$1.1 million less than 2013, due primarily to the use of the fund balance for capital purchases and the time of payments to the School District.

Director Ruggles then provided the Board with highlights of Finance, Appraisal and Technology since his last update in July 2014. The Board thanked Director Ruggles for his update.

8. Old Business

- 8.1. Resolution to Establish a Solid Waste Committee** – Selectman Benavides moved to approve the resolution as drafted. Selectman Grenier seconded. Motion carried with all in favor.
- 8.2. Lakes Region Public Access TV – Agreement & Dues** – Selectman Benavides moved to approve the agreement as presented, to authorize the Town Administrator to sign the agreement; and to authorize payment of the \$21,393.75 dues upon receipt of this year's cable television franchise fees from MetroCast. Selectman Grenier seconded. Motion carried with all in favor.

9. New Business

- 9.1. Membership with Northeast Resource Recovery Association** – The Board concurred to allow the expenditure of \$498.82 for membership with NRR.
- 9.2. Appointment of Recreation Commissioner** – The Board concurred to table this matter.
- 9.3. Acceptance of Donation – Health & Safety Grant** – Selectman Benavides moved to accept the grant in the amount of \$500 and to authorize the expenditure of those grant funds by the Joint Loss Management Committee for their intended purposes – employee health and safety activities. Selectman Grenier seconded. Motion carried with all in favor.
- 9.4. Cartographics Online Maps Proposal** – Selectman Benavides moved to approve the contract with CAI Technologies in the amount of \$1,800. Selectman Grenier seconded.

Selectman Benavides opined that it is very beneficial for residents and businesses to be able to have access to this information on-line. Motion carried with all in favor.

9.5. Assessing Services Contract – Selectman Benavides moved to approve the 2-year agreement with Corcoran Associates for assessing services in the amount of \$120,000 for 2015 and \$125,000 for 2016. Selectman Grenier seconded. Selectman Benavides stated that, over the years, the Board has forced Corcoran Associates to accept a lower payment and he is grateful that they have agreed to this. Motion carried with all in favor.

10. Other Business – Town Administrator Dunn stated that with the retirement of Sheldon Morgan and absence of Lt. Kelley at the FBI Academy, the Highway Safety Committee is without two members. He is suggesting that, in their place, the Board appoint Lt. Leach and the Town Administrator to take their place. Selectman Benavides moved to appoint Jim Leach and Scott Dunn to the Highway Safety Committee. Selectman Grenier seconded. Motion carried with all in favor.

Notification was received today from the Citizens for Public Pension Reform regarding the increasing \$4.34 billion liability of the NH Retirement System, costs which are ultimately passed onto taxpayers. Town Administrator Dunn stated that he would like to participate with this group for the benefit of the taxpayers of Gilford. The Board concurred.

11. Public Input – Gail Ober of the Laconia Sun asked about applying part of the 2014 fund balance to the 2015 budget. Finance Director Ruggles stated that it has already been applied to 2015 capital purchases.

12. Selectmen's Issues – Selectman Grenier stated that during the discussion at the last meeting regarding the radar unit, he was correct when he stated it was still under warranty. Town Administrator Dunn apologized for misinforming the Board on the warranty.

Selectman Grenier asked Fire Chief Carrier if the Fire-Rescue Department provides station coverage for other towns when there is a large fire. Chief Carrier replied that this does occur sometimes and explained the procedure that is used.

Selectman Benavides reminded residents that, if possible, it is very beneficial for Public Safety personnel if other vehicles can stay off the roads during storms. He thanked residents for staying off the roads and commended Public Safety personnel for their dedicated service during the recent storms.

13. Administrator's Report – Town Administrator Dunn stated that after reviewing the FY2014 YE Report, he was able to adjust the revenue figures so that the Town's estimated portion of the tax rate drops to \$4.99.

The contract for the Police Station Renovation Project has not yet been signed by the contractor. He is hopeful that he will have a signed contract for the Board at their next meeting. If this does not occur, he will be recommending that the Board look at other options for the project.

14. Next Meeting – February 11, 2015

15. Adjournment – With no further business before the Board, the Board of Selectmen's January 28, 2015, meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Richard Grenier
Clerk