

GILFORD BOARD OF SELECTMEN'S MEETING
May 28, 2014
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, May 28, 2014, 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, Fire Chief Steve Carrier, Acting Police Chief Jim Leach, Director of Public Works Sheldon Morgan, DPW Operations Manager Mia Gagliardi and Executive Secretary Sandra Bailey.

- 1. Non-Public Session – 6:00 p.m.** Selectman Benavides moved to enter into non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, (a)(b)(c) to discuss personnel matters and matters which may adversely affect someone's reputation. Selectman Grenier seconded. Motion carried on a roll call vote with all in favor. Present were John O'Brien, Gus Benavides and Richard Grenier. Also present were Town Administrator Scott Dunn and ZBA member Andrew Howe.

The Board discussed Andrew Howe's ZBA membership. Mr. Howe stated that he would like to continue to be a member of the ZBA and supports rotating chairmanship. Andrew Howe exited non-public session.

Selectman Benavides moved to terminate the temporary out of rank designation to James Leach as Acting Police Chief, returning him to the rank of Lieutenant, at a weekly salary of \$1,419.53. Selectman Grenier seconded. Motion carried with all in favor.

Selectman Benavides moved to terminate the temporary out of rank designation to Kris Kelley as Acting Deputy Police Chief, returning him to the rank of Lieutenant, at a weekly salary of \$1,363.60. Selectman Grenier seconded. Motion carried with all in favor.

Selectman Benavides moved to authorize the hiring of Alyssa Raxter as Patrol Officer, at a rate of \$18.99 per hour, effective June 2, 2014. Selectman Grenier seconded. Motion carried with all in favor.

Selectman Benavides moved to authorize the hiring of Sue King as Beach Gate Attendant, at a rate of \$8.80 per hour. Selectman Grenier seconded. Motion carried with all in favor.

Other matters were discussed and decisions were made.

Selectman Benavides moved to exit non-public session at 7:00 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** – The Selectman led the assembly in reciting the Pledge of Allegiance.

3. Announcements/Presentations

- 3.1. Chairman O'Brien read aloud a portion of a notice regarding Gilford's 2014 Town-wide Revaluation, which was last completed five years ago. This revaluation is an update of all property assessments within the Town and is used to determine each property owner's tax liability. Informal hearings will be conducted for property owners who have questions about the process or the data on their property record card.
- 3.2. Chairman O'Brien read aloud a Certificate of Professional Development for Herb Greene's recent completion of the Leadership Lakes Region Program as a member of the Class of 2014.
- 3.3. Chairman O'Brien announced that there will be a Meet & Greet on Monday, June 2, 2014, at 7:00 p.m., in the Conference Room, for Police Chief Anthony Bean Burpee.
- 3.4. Chairman O'Brien announced that two DPW employees will be retiring at the end of this week – Richie Stuart and Bob Beaulieu. On behalf of the Board, he congratulated them.
- 3.5. There will be an Open House at the Laconia Airport on Saturday, June 14, 2014, from 10 a.m. to 2 p.m. This is the 3rd Annual Wings, Water & Wheels event and admission is free.

4. Review/Approval of Minutes

- 4.1. Selectman Benavides moved to approve the minutes of May 12, 2014, as presented. Selectman Grenier seconded. Motion carried with all in favor.
- 4.2. Selectman Benavides moved to approve the minutes of May 14, 2014, as presented. Selectman Grenier seconded. Motion carried with all in favor.

5. Consent Agenda

- 5.1. Selectman Benavides moved to approve the previously signed documents for the period May 12, 2014 through May 23, 2014 as listed. Selectman Grenier seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
04/14/14	Property Tax Exemption Request Denial - NEFF	various
04/23/14	Abatement - Scannell	224-075.002
04/25/14	Abatement - Polin	264-002.000
04/28/14	Payroll Register (2)	
05/05/14	Abatement - Intervale Rentals	224-025.000
05/06/14	Payroll Register (2)	
05/07/14	Accounts Payable Manifest	
05/13/14	Payroll Register (2)	
05/14/14	Accounts Payable Manifest	
05/14/14	Elderly Exemption	213-013.322
05/14/14	Elderly Exemption	252-016.185
05/14/14	Elderly Exemption	226-118.100
05/14/14	Elderly Exemption	201-009.057
05/14/14	Elderly Exemption Denial	204-046.000
05/14/14	Elderly Exemption	224-049.007
05/14/14	Change of Status - Whitten	
05/14/14	Elderly Exemption Denial	228-021.000
05/14/14	Elderly Exemption Denial	252-033.000
05/14/14	NOITC - Energy North - Liberty Hill	various
05/14/14	Tax Collector's Warrant - 2014 Property Tax Assessment	
05/14/14	Payroll Register	
05/14/14	Tax Collector's Warrant - 2014 Sewer Rents	

05/14/14	Tax Collector's Warrant - 2014 Water Rents	
05/14/14	NOITE - Lyman	228-081.000
05/15/14	Abatement - DAE Aviation	215-026.100
05/15/14	Change of Status - C. Dormody	
05/15/14	Change of Status - J. Horan	

6. Appointments

6.1. Sheldon Morgan – Department of Public Works Update – Director Morgan began his presentation by updating the Board on the status of specific road projects. One of the larger projects scheduled for this summer is the rehabilitation of Summit Avenue on Governor’s Island.

Two new vehicles have been ordered and Director Morgan is hopeful that he will have the specifications for the body, hydraulics and plow assembly for the F550 ready for the Board’s approval at a meeting in June.

The Glendale Docks are up and running. The dumpsters are in place and new fencing has been installed. In addition, repairs are being made to the handicap lift on Dock #1. As far as road striping is concerned, the weather has been an issue and caused delays in the process, but work should be completed soon.

As the Town’s Health Officer, Director Morgan cautioned everyone to be aware of mosquitoes and ticks. He also briefly discussed the presence of Emerald Ash Borers, which is a beetle that can quickly decimate an ash tree in very little time.(3-5 years)

Director Morgan also extended his appreciation and best wishes to Richie Stuart and Bob Beaulieu, upon their retirement. Selectman Grenier commented that for many years, Richie Stuart was better known as “Hawkeye” for his visual skills when he manned the Belknap Fire Tower.

In closing, Director Morgan provided the Board with a three-year comparison of winter storms, indicating a variety of storm statistics. Brief discussion ensued regarding the upcoming construction project on Route 11-A/Schoolhouse Hill Road/Belknap Mountain Road, particularly as it relates to schools being in session. Director Morgan stated that, at times, traffic will be restricted to one lane. Acting Police Chief Leach indicated that the Police Department will monitor the traffic flow at Alvah Wilson Road when school is dismissed.

The Board thanked Director Morgan for his update.

6.2. Geoff Ruggles – Financial Update – Director Ruggles began his presentation by stating that revenues continue to track slightly above last year’s levels. He particularly cited increases in Motor Vehicle Fees and Interest on Delinquent Taxes. Operating expenses are up from 2013 by about \$230,000, with much of the increase due to an early payment of the property and liability insurance, payment of the LRMFA dues and weather-related highway costs. Director Ruggles pointed out that these increases are more than offset set by a number of expense reductions in the budget.

Tax collections continue to remain high with a collection rate of 98.6% on current year

taxes. Cash levels continue to be slightly below last year's levels, which was anticipated as the fund balance was drawn down to fund capital projects.

The Board thanked Director Ruggles for his update, with Selectman Benavides particularly praising him for the monthly financial summary and analysis he developed over the last several years.

7. Old Business

7.1. CDBG Agreement Amendment – Selectman Benavides moved to authorize the Town Administrator to execute any documents which may be necessary to effectuate the CDBG contract recently approved for CDBG funding for the Old Lakeshore Cooperative Water System improvements. Selectman Grenier seconded. Motion carried with all in favor.

8. New Business

8.1. Lily Pond Duck Blind – Everett McLaughlin provided the Board with some background information on the duck blinds, one of which he believes is on State property and one on Town property. He clarified that he is before the Board tonight on a personal level, not as a representative of the Conservation Commission. Extensive discussion ensued regarding potential safety concerns with hunters shooting out from the duck blinds. Acting Police Chief Leach offered to look into this matter further, beginning tomorrow, with inquiries to NH Fish & Game and the Laconia Airport Authority.

Town Administrator Dunn clarified that it is his understanding that a duck blind cannot be erected without written permission from the property owner. Selectman Benavides reiterated his previously stated concern for public safety.

Lengthy discussion then ensued on the logistical issues with removing the blinds. Everett McLaughlin pointed out that the best way to remove them would be when Lily Pond is frozen. The possibility of having the owners remove the duck blinds was also discussed, since the Town's removal would result in considerable time and expense.

It was the consensus of the Board to require the duck blind owner to remove his property from Town land within 30 days. In addition, the Police Department is to notify the State and Airport Authority to see what can be done; otherwise, the matter will be reviewed again at the first Selectmen's meeting in July.

8.2. Tax Exempt Bond Compliance Policy – Selectman Benavides moved to adopt a Resolution on the Tax Exempt Obligation Post-Issuance Tax Compliance Policy as presented. Selectman Grenier seconded. Motion carried with all in favor.

8.3. Live Entertainment License Amendment – Junior's Crush House – Town Administrator Dunn clarified that if the Board were to approve this amendment, it would allow the business to have outdoor entertainment during Motorcycle Week, expiring on July 1, 2014. The business would then need to obtain site plan approval from the Planning Board to continue with outdoor entertainment, as this amendment is not indefinite.

Selectman Benavides moved to approve an amendment to the current Live Entertainment License for Junior's Crush House that allows bands to perform on the outside patio on Thursdays through Sundays until 11:00 p.m., provided that such performances are contingent upon Planning Board site plan approval as of July 1, 2014. Selectman Grenier seconded. Motion carried with all in favor.

- 8.4. Town Decal Waiver – Peter Bright** – Town Administrator Dunn clarified this waiver request for the Board. The Town's policy is that members of an immediate household are eligible to receive a Town Decal. In this case, the taxpayer owns property here, but lives in Massachusetts with her significant other. The significant other's vehicle has a different address in Massachusetts because it is registered at his business address.

Selectman Benavides moved to grant the issuance of a Town Decal as requested. Selectman Grenier seconded. Motion carried by a vote of 2-1 with Chairman O'Brien voting no.

- 8.5. Board and Committee Appointment** – Selectman Benavides moved to appoint Andy Howe to the Zoning Board of Adjustment for a term to expire on April 30, 2017. Selectman Grenier seconded. Motion carried with all in favor.

- 9. Other Business** – Town Administrator Dunn stated that the Town of Gilford is part of a conglomerate with the purpose of purchasing heating fuel. The bids were opened today and the lowest bid was from Irving Oil, at \$3.182 per gallon. Selectman Benavides moved to accept the low bid of \$3.182 per gallon from Irving Oil. Selectman Grenier seconded. Motion carried with all in favor.

10. Public Input – none.

11. Selectmen's Issues – none.

- 12. Administrator's Report** – Town Administrator Dunn reported that the Town Hall project is almost completed.

The bid specifications for the Police Station Renovation are scheduled to be presented to the Board at their first meeting in July.

Town Administrator Dunn attended the annual Primex conference last week and came away from it with a new focus on hiring procedures and the importance of hiring personnel with the right attitude.

There being no further suggestions for projects for the Gilford Rotary Club, they appear to be focusing on the Elementary School playground as their effort.

Tomorrow is the annual 7th Grade Beach Clean-up Day at Gilford Beach.

Town Administrator Dunn thanked everyone, particularly Sandy Bailey, for their efforts in organizing the Memorial Day event.

The CDBG grant for the Old Lakeshore Cooperative, in the amount of \$418,000, continues to move forward.

After completing his certification with NH DOT Federal Grants Program, Town Administrator Dunn is hopeful that the Town never considers applying for one of these grants, given the amount of red tape and bureaucracy involved.

13. Next Meeting – June 11, 2014.

14. Adjournment – With no further business before the Board, the Board of Selectmen's May 28, 2014 meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Richard Grenier
Clerk