

GILFORD BOARD OF SELECTMEN'S MEETING
September 24, 2014
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, September 24, 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, DPW Director Sheldon Morgan, DPW Operations Manager Mia Gagliardi, Police Lieutenant Kris Kelley, Police Lieutenant Jim Leach, Director of Planning and Land Use John Ayer, Custodian Jim Dinan and Executive Secretary Sandra Bailey.

- 1. Non-Public Session – 6:00 P.M.** – Selectman Benavides moved to enter non-public session at 6:00 p.m., pursuant to RSA 91-A:3, II, (a)(d), to discuss personnel issues and the conveyance of real estate. 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 was Town Administrator Scott Dunn.

Selectman Benavides moved to appoint Brian DeNutte as the DPW Highway Superintendent at a pay rate of \$22.63, effective September 29, 2014, and Interim Sewer Superintendent, at a rate of \$75.00 per week, and post the vacancy for Sewer Superintendent. Selectman Grenier seconded. Motion carried with all in favor.

During non-public session, other matters were discussed.

Selectman Benavides moved to exit non-public session at 6:52 p.m. and seal the rest of the minutes. Selectman Grenier seconded. Motion carried 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 the appointments of Denise Parker and Dan O'Neill as the Police Department's two newest School Resource Officers.
 - 3.2.** Chairman O'Brien read aloud a "Caught in the Act" award for Jim Dinan, who returned a wallet that he found at Glendale to the owner and refused any reward.
 - 3.3.** Chairman O'Brien read aloud a Certificate of Appreciation to Bill and Sally Bickford, for their donation of picnic tables to the Town.
 - 3.4.** Chairman O'Brien read aloud a Certificate of Appreciation to Peter and Anne Morrissette for the donation, planting and care of flowers at Glendale.
- 4. Review/Approval of Minutes**
 - 4.1.** Selectman Benavides moved to approve the minutes of September 10, 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 September 8, 2014 through September 19, 2014 as listed. Selectman Grenier seconded. Motion carried with all in favor.

<u>DOCUMENT</u>	<u>DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
	08/01/14	Change of Status - Hicks	
	08/01/14	Change of Status - Turcotte	
	08/18/14	Change of Status - Dunn	
	09/02/14	Payroll Register (2)	
	09/04/14	Change of Status - Harper	
	09/08/14	Change of Status - Boulanger	
	09/09/14	Payroll Register	
	09/09/14	Payroll Register	
	09/09/14	Accounts Payable Manifest	
	09/10/14	TC Warrant - Jeopardy Assessment - Middleton	252-016.205
	09/10/14	Veteran's Tax Credit - Theberge	213-013.215
	09/10/14	Veteran's Tax Credit - Nedeau	201-009.022
	09/10/14	TC Warrant - 2014 Sewer Rents	
	09/10/14	Notice of Lien - Bickford	213-040.000
	09/29/14	Change of Status - DeSalvo	

6. Appointments

- 6.1. David Scott, NH DOT – Mr. Scott introduced other representatives from NH DOT who were in attendance. He stated that they were last here approximately three years ago to present the proposed bridge re-decking project of the US 3 and NH 11 By-Pass over NH 11-A. The project was put out to bid but the State did not have sufficient funds to pay for the cost of the project. Mr. Scott further stated that the State now has adequate funding and will be putting the project out to bid once again. Changes have been made to reduce the risk of the contractor.

He reminded Board members that they previously requested that the road closure portion of the project be completed within a 60-hour period over the weekend, from Friday night at 7:00 p.m. to Monday morning at 7:00 a.m. Jason Tremblay proceeded to explain how the concrete on steel bridge has been deteriorating and needs to be replaced. He then outlined the available weekends that the by-pass could be closed off completely and traffic could be re-routed down the off/on ramps and Lakes Region events would not be significantly impacted.

Mr. Tremblay reviewed a plan of the project for the Board, indicating where the closures, crossovers and ramps would be located. The estimated cost is \$1.7 million. He also stated that some portions of the project, which will not affect traffic flow, will be completed outside of the 60-hour window.

Selectman Benavides stated that it is important for the State to coordinate the project with the Marriott hotel. He also suggested contacting Gunstock due to their efforts to provide year round events. Selectman Benavides also stated that the traffic from the September NASCAR race is significantly less than the July race. However, Police Lt.

Kelley recommended not having the construction during the September race weekend.

Brief discussion ensued regarding whether or not the construction could take place during the Winni Derby, followed by further discussion on having the construction take place during a 60-hour window on a weekend. Chairman O'Brien stated that he thinks this matter should be addressed with the Marriott to minimize the disruption to their guests. It was determined that the Liberty Hill clean-up project will not be affected since the trucks do not run on the weekend.

- 6.2. John Ayer – Department of Planning and Land Use Update** – Director Ayer began his presentation by reviewing building permit statistics, followed by an update of the progress of the Wal-Mart expansion project. He then provided the Board with the status of several ongoing land use projects.

In response to a recent Board inquiry, Director Ayer stated that the Town of Gilford is allocating \$4,000 for Phase I of the Black Brook project and the City of Laconia has earmarked \$20,000.

Selectman Grenier expressed concern with the layout of the Wal-Mart parking lot, having found it difficult to maneuver the Senior Bus through the narrow traffic lanes. He also stated that it is difficult for seniors to step on and off the bus without curbing at the entrance to reduce the distance. Director Ayer stated that he would bring this matter to their attention.

All three Board members expressed further concern with the configuration of the Wal-Mart parking lot. Director Ayer stated that he would follow up with the Board's concerns.

The Board thanked Director Ayer for his update.

- 6.3. Geoff Ruggles – Financial Report** – Director Ruggles reported that revenues in August were up nearly \$250,000, due to one-time refunds from the Concord Solid Waste Consortium for excess funds in the capital and ash fill projects. Other revenues were flat for the month of August but continue to be well above last year's levels. Expenditures continue to track at a higher level than last year due to Public Works expenditures and the LRFMA dues. Police wages and benefits continue to be the most significant unanticipated drop in costs for the year.

Brief discussion ensued regarding ambulance billing.

The Board thanked Director Ruggles for his update.

7. Old Business

- 7.1. 121 Scenic Drive Driveway Waiver** – Town Administrator Dunn reviewed the situation with this driveway waiver request, which the Board originally acted on in October 2013. Although the original waiver was approved at that time, Mr. Luschenat never carried out his plans. Mr. Luschenat has now revised his plans and is coming back to the Board for a waiver of a better designed plan, which includes the installation of a catch basin.

Therefore, any water is much less likely to affect Scenic Drive.

Selectman Benavides moved to approve the driveway waiver of 8 feet as depicted on a plan prepared by Steven J. Smith & Associates dated July 1, 2014, contingent upon the installation of a catch basin labeled as CB1 and the drainage system shown on the plan, and further contingent upon the removal and relocation of the existing driveway culvert from the old driveway to the new driveway, and that the homeowner is responsible for the perpetual maintenance of the catch basin and the Town has no responsibility for maintaining, cleaning or replacing the drainage system. Selectman Grenier seconded. Motion carried with all in favor.

7.2. Demolition of Town Owned Property – Selectman Benavides moved to accept and approve a bid submitted by Busby Construction in the amount of \$5,775 for the demolition and removal of a mobile home taken by tax deed. Selectman Grenier seconded. Motion carried with all in favor.

7.3. Police & DPW Radio System Improvements – Mt. Rowe Tower Construction – Town Administrator Dunn stated that this project has evolved into being much more expensive than originally planned. Of the \$158,000 appropriated at the 2013 Town Meeting, \$157,000 has been earmarked for the project, under contract with Ossipee Mountain Electronics. This amount does not include the cost of preparing and installing the base for the new tower and Director Morgan has obtained a quote for this portion of the project, in the amount of \$49,975. Funding is needed to cover the additional \$48,975 cost.

Lt. Kelley provided a brief overview of the communications problems that have existed within the Town, due to the hilly terrain. The Mt. Rowe site provides both the Police Department and Department of Public Works with sufficient height to mitigate the communication problem. He also stressed the urgency in taking care of these communication issues.

Town Administrator Dunn added that an alternative would be to place the Town's antenna on the existing tower, at a cost of \$700 per month. To fund this, he is proposing a 50/50 split between the two departments that will be benefiting from the improved communications.

Director Morgan outlined some of the difficulties that exist in having Town equipment prepare the site. However, Busby Construction is willing and has the capability to perform the required work, partially through the utilization of rented equipment.

Selectman Benavides moved to accept and approve the quote from Busby Construction, in the amount of \$49,975, with 50% of the amount being funded by the Police Department and 50% being funded by the Department of Public Works. Selectman Grenier seconded. Motion carried with all in favor.

7.4. Police Station Improvement Project – Bid Specifications – Town Administrator Dunn stated that he had nothing new to report.

7.5. Surplus Radar Unit – Selectman Grenier asked if there could be a wider range of advertising for the unit, beyond the NH Municipal Association, to which Town Administrator Dunn replied that this type of unit would typically be utilized by a municipality, not the private sector. Discussion ensued on the merits of keeping the unit or continuing to try to sell it. Further discussion continued on the costs of operating a second unit, if the Board decides to not sell it.

Director Morgan clarified that the issue with the original unit was the underground service at Alvah Wilson Road and the fact that the transformer needed is quite a distance from Route 11-A on Alvah Wilson Road.

Chairman O'Brien requested that the Police Department place the covert radar unit on Cherry Valley Road, northeast of the Town Hall, where the speed limit drops from 40 mph to 35 mph. He thinks that this would be valuable data to have.

Selectman Grenier suggested the possibility of converting the electric radar unit to solar power. Following further discussion, the Board concurred to table the matter, with Selectman Grenier further examining the radar unit to determine if it can be converted to solar power.

8. New Business

8.1. Potter Hill Road Storage Building Roof – The Board concurred to table this matter.

8.2. Live Entertainment License – Junior's Crush House – Town Administrator Dunn clarified that Junior's Crush House has not obtained approval from the Planning Board for outside entertainment. Selectman Benavides moved to approve the Live Entertainment License for Junior's Crush House conditioned upon no outdoor entertainment and no more than two performers for indoor entertainment. Selectman Grenier seconded. Motion carried with all in favor.

8.3. Acceptance of Donation – Warming Hut Restoration – Selectman Benavides moved to accept a donation in the amount of \$1,030 from John and Carol Anderson for Warming Hut Restorations, and to authorize the expenditure of these donated funds for their intended purpose. Selectman Grenier seconded. Motion carried with all in favor.

8.4. Warrant Article Request from Town of Webster Selectman – Town Administrator Dunn provided a brief explanation to the Board. The Board concurred to take no further action on this request.

9. Other Business – none.

10. Public Input – Howard Epstein commented on the Police & DPW Radio Systems Improvement Project. He is a licensed telecommunications engineer and advised the Board that there is an error in the frequency ranges on the FAA application that he provided for the Board. He further stated that this error will delay the issuing of the license for the tower. Town Administrator Dunn stated that Ossipee Mountain Electronics will be advised of the error. The Board thanked Mr. Epstein.

11. Selectmen's Issues – Selectman Benavides thanked Town Administrator Dunn, Finance Director Ruggles and all Department Managers for their hard work in preparing the 2015 Town budget.

12. Administrator's Report – Town Administrator Dunn advised the Board that an Eagle Scout has constructed a portion of the trail that now allows hikers to go from the Meadows to the top of Lockes Hill. Supplies for the project were donated by Lowes and the Gilford Rotary Club.

The Town revaluation is being wrapped up, with letters going out to taxpayers whose values have gone up or down.

Town Administrator Dunn anticipates having the CIP Plan at the Board's next meeting, for their approval, as well as finalizing the 2015 Town budget.

13. Next Meeting – October 8, 2014.

14. Adjournment – With no further business before the Board, the Board of Selectmen's September 24, 2014 meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Richard Grenier
Clerk