

**GILFORD BOARD OF SELECTMEN'S MINUTES**  
**January 25, 2006**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, January 25, 2006 at 3:00 p.m. at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Chairman Alice H. Boucher, Dennis J. Doten and Kinney O'Rourke. Also present was Town Administrator Evans E. Juris, Assistant Town Administrator/Finance Director Debra Shackett and Administrative Secretary Sandra J. Bailey.

**1.0 PLEDGE OF ALLEGIANCE** – The Selectmen recited the Pledge of Allegiance.

**2.0 REVIEW/APPROVAL OF MINUTES** – The Board of Selectmen approved the regular and non-public minutes of the Selectmen's meeting of January 11, 2006; the regular and non-public minutes of the special Selectmen's meeting of January 17, 2006; and the minutes of the Selectmen's Bond Hearing of January 17, 2006.

**3.0 PUBLIC INPUT** – There was no public input provided.

**4.0 APPOINTMENTS**

**4.1 Ron Nason** – Chairman Boucher read a proclamation from the Board of Selectmen for DPW employee, Ron Nason, commending him on the construction of the new conference room table and podium.

**4.2 Eliza Leadbeater** – this will be re-scheduled at a later date.

**4.3 Diane Cooper- Laconia Airport Authority** – Airport Manager, Diane Cooper, and Steve Smith of Steven J. Smith & Associates were in attendance to discuss the wetlands mitigation plan for improvements to the airport. Mr. Smith reviewed the proposal, which is based on the recent Master Plan that was approved. He further stated that the proposed improvements are based on airport use and FAA requirements.

Steve Smith then provided a detailed explanation of the 448 acres located in this quadrant of the airport property. He also stated that the Airport will dedicate 142 acres for a conservation easement. An application has been filed with the NH Wetlands Bureau for 13 acres of wetland impact.

Further discussion ensued on the cost of the improvements. Steve Smith stated that the proposal will cost between \$8 and \$9 million dollars and the grant is due by May 1, 2006. In closing, Mr. Smith requested support from the Board of Selectmen for the project, in the form of a letter to NH DES. Kinney O'Rourke moved to support the Airport Authority's plan and directed the Town Administrator to write a letter of support to NH DES, with a copy to the Airport Authority. Dennis Doten seconded. Motion carried.

**9.3 Non-Public Session – RSA 91-A:3 II (e)** - The Board of Selectmen on a roll

call vote entered Non-Public Session at 3:25 p.m. Present were Selectmen Alice Boucher, Dennis Doten and Kinney O'Rourke, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett, Town Counsel Walter Mitchell and Administrative Secretary Sandra Bailey.

While in Non-Public Session, the Board of Selectmen discussed legal matters. While in Non-Public Session, no action was taken.

The Board exited Non-Public Session at 3:32 p.m.

#### **4.4 Sheldon Morgan**

**4.4.1 Winnepesaukee River Basin Program** – Sheldon Morgan informed the Board of Selectmen that the wastewater facility in Franklin has been selected as a 2005 Regional EPA Operations and Maintenance Excellence Award recipient. Kinney O'Rourke moved to authorize the Town Administrator to write a congratulatory letter to the appropriate persons at the Franklin facility. Dennis Doten seconded. Motion carried.

**4.4.2 Silver Street Box Culvert Bridge** – Sheldon Morgan provided an update on the condition of the bridge. He further stated that it is necessary for the Town to continue to monitor this bridge. He also stated that there is a possibility of 80% State reimbursement.

#### **5.0 NEW BUSINESS**

**5.1 Resignation – Pike** – Kinney O'Rourke moved to accept the resignation of Cynthia Pike with regret, and for the Board to express their regret and congratulations to her on her new position in Belmont in written form. Dennis Doten seconded. Motion carried.

**5.2 New Hire –Beland** – Kinney O'Rourke moved to reaffirm the telephone hiring of Sandra Beland as Assistant Town Clerk/Tax Collector at Grade 3, Step 1 at \$12.00 per hour. Dennis Doten seconded.

**5.3 Resignation – Crowell** - Kinney O'Rourke moved to accept the resignation of Communications Specialist Charlene Crowell with regret, and for the Board to express their regret and congratulations to her on her new position in Belmont in written form. Dennis Doten seconded. Motion carried.

**5.4 D.A.R.E. Donations** - Kinney O'Rourke moved to accept two donations for the D.A.R.E. program: (1) Wal-Mart Foundation for \$1,000 and (2) Eric and Heather Bredbury for \$15.00. Dennis Doten seconded. Motion carried.

#### **6.0 OLD BUSINESS**

**6.1 Entertainment Permit Ordinance** – Town Administrator Juris advised the

Board that the Entertainment Permit Ordinance will be scheduled for a public hearing on February 8, 2006.

**6.2 Comstar Ambulance Billing Service** – Fire Chief Hayes stated he had recently met with Deb Shackett, Cathy Reitz and Comstar to review the ambulance billing process. He stated that all outstanding accounts could be sent to First Financial Resources, but there has been a very low rate of success with accounts prior to 2004. He reiterated the fact that delinquent accounts would eventually be sent to the credit bureau and this could provide a means of successful collections.

Chief Hayes proposed that all accounts that are 180 days old would be forwarded to First Financial Resources from Comstar. He further recommended writing off all accounts that are over 18 months and less than \$150. These accounts equal approximately \$10,000. Kinney O'Rourke stated that he did not understand why the Town would walk away from \$10,000. Brief discussion ensued and Chief Hayes stated that a portion of this amount is considered uncollectible due to bankruptcy, etc.

Kinney O'Rourke moved to enter into a contract with First Financial Resources to serve as a collection agency for overdue bills and to authorize Comstar to transfer all accounts to them at 180 days. Further, any account that is older than 18 months and less than \$150 can be written off. This applies to accounts that fall into this category at the time of the agreement. Dennis Doten seconded. Motion carried.

**6.3 Civil Defense Training Site** – Town Administrator Juris stated that the tanks and barrels are being removed from the property. He will keep the Board up-to-date on this project.

## **7.0 SIGNATURES**

Signed 1-06-06  
Accounts Payable Manifest  
Change of Status – LaFond

Signed 1-09-06  
Payroll Check Register

Signed 1-11-06  
Accounts Payable Manifest

Signed 1/12/06  
Accounts Payable Manifest

Signed 1/16/06  
2<sup>nd</sup> Qtr. Sewer Abatement – Bray – 223-398.000

Signed 1/25/06

Change of Status – Beland

Veteran’s Tax Credit – Reynolds – 201-011.012

Licensing of Poles – Verizon

Abatement – Raimondi – 223-449.000

Abatement – Schmid – 242-157.000

**8.0** **SELECTMEN ISSUES** – Chairman Boucher stated that the Drinking Water Protection Committee would like the Board to study the portion of their recent report that addresses their proposals. This will be discussed at the February 8, 2006 Selectmen’s Meeting.

**9.0** **ADMINISTRATOR’S REPORT**

**9.1** **Town Meeting/SB-2 Dates** – Town Administrator Juris will set up a meeting with Moderator Peter Millham and the Selectmen next week to discuss the upcoming Deliberative Session.

**9.2** **Resignation of Recreation Director** – Town Administrator Juris advised the Board of Selectmen that he has received a letter of resignation, citing personal reasons, from Sue King. Kinney O’Rourke moved to accept the resignation. Dennis Doten seconded. Motion carried.

**9.3** **Non-Public Session – RSA 91-A:3 II (a)** The Board of Selectmen on a roll call vote entered Non-Public Session at 4:25 p.m. Present were Selectmen Alice Boucher, Dennis Doten and Kinney O’Rourke, Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett, Town Appraiser Wil Corcoran and Administrative Secretary Sandra Bailey.

While in Non-Public Session, the Board of Selectmen discussed personnel matters. While in Non-Public Session, no action was taken.

The Board exited Non-Public Session at 5:37 p.m.

**10.0** **NEXT MEETING** – February 8, 2006 at 3:00 p.m.

**11.0** **ADJOURNMENT** – With no further business before the Board, the Board of Selectmen’s January 25, 2006 meeting was adjourned at 5:37 p.m.

Respectfully submitted,

Sandra J. Bailey  
Administrative Secretary