

GILFORD BOARD OF SELECTMEN'S MEETING

March 12, 2008

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, March 12, 2008, at 3:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Chairman Alice H. Boucher, Connie Grant and Gus Benavides. Also present were Town Administrator Evans Juris, Assistant Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

1. Pledge of Allegiance – The Selectmen recited the Pledge of Allegiance.

Town Administrator Juris asked Chairman Boucher to temporarily relinquish the Chair to Vice Chairman Grant, who then read a plaque of appreciation and proclamation, thanking Chairman Boucher for her service to the Town of Gilford.

Town Administrator Juris also thanked Chairman Boucher for her support and accomplishments during her tenure. He wished her the best in her endeavors with Rotary.

Chairman Boucher thanked Department Heads and Town employees for their dedication and support.

Chairman Boucher announced that this meeting is being recorded for public access television.

Chairman Boucher provided a brief statement that on the advice of Town Counsel, the matter of Evans Juris and the article that was recently in the newspaper will not be dealt with today. Town Counsel is asking for additional time to refer this matter to an employment attorney, before any action is taken.

2. Review/Approval of Minutes – The Board of Selectmen approved the minutes of the February 21, 2008 Special Session and the regular meeting of February 27, 2008. Selectman Benavides abstained with the February 21, 2008 minutes.

3. Public Hearing

3.1. No Parking Zone – Police Captain Kevin Keenan provided an explanation of the rationale for the request to make a portion of Route 11-A, in the area of the Old Outing Club, a No Parking Zone. During recent storms, it became very difficult for vehicles to travel in this area and plows to be able to get through. Town Administrator Juris asked if this proposed zone would include both sides of the road. Captain Keenan replied yes. Resident Joan Stephenson asked if the no parking zone would apply in the winter only. Captain Keenan replied that it would be year round and further commented that there is not a lot of shoulder in that area.

Chairman Boucher closed the public hearing at 3:12 p.m. Town Administrator Juris suggested that the Board wait until the next meeting to make a motion on this matter, when the specific distances would be known. Selectman Grant moved to suspend this matter to the March 26, 2008 meeting. Selectman Benavides seconded. Motion

carried.

- 3.2. Regulatory Signs on Young Road and Jameson Ave.** – DPW Director Sheldon Morgan and Police Chief John Markland briefly reviewed the requests that were made a few weeks ago concerning signage on Young Road and Jameson Ave.

Resident Doug Lambert of Farmer Drive feels that the stop signs on Jameson Ave. are long overdue and he encourage the Board to accept these recommendations.

Chairman Boucher closed the public hearing at 3:17 p.m.

Selectman Grant moved to authorize DPW Director Sheldon Morgan to install regulatory signs on Young Road and Jameson Ave., per his memo of January 23, 2008. Selectman Benavides seconded. Motion carried.

4. Appointments

- 4.1. Police Chief John Markland** – Police Chief Markland presented Chairman Boucher with a plaque of appreciation during her tenure as Selectman.

Chief Markland also read a letter of appreciation to the members of the Gilford Public Works Department for their hard work and dedication during the winter storms. He also presented Director Morgan with a Dunkin Donuts gift card for each member of the department. Director Morgan thanked Chief Markland for this recognition, which is appreciated by all of the members of his department.

5. New Business

- 5.1. D.A.R.E. Donation** – Chief Markland asked the Board for authority to accept a \$200 donation from Laconia Savings Bank for the D.A.R.E. Program.

Selectman Benavides moved to grant authority to accept a \$200 donation from Laconia Savings Bank for the D.A.R.E. Program. Selectman Grant seconded. Motion carried.

- 5.2. Recount Period – Denise Morrissette** – Town Clerk/Tax Collector Morrissette briefly reviewed the timeframe for the recount period, which ends on Friday, March 14, 2008 at 5:00 p.m.

- 5.3. Risk Assessment for Auditors** – This document was briefly discussed. Selectman Grant stated that she left some of the items blank because she did not know the answer. She also stated that she believed that this form was to be completed as a collective opinion of the Board members.

- 5.4. Lakes Region Habitat for Humanity** – Town Administrator Juris stated that this walk-a-thon is an annual event, with generally less than 100 people. There have been no traffic problems in the past.

Selectman Grant moved to authorize Habitat for Humanity to conduct a walk-a-thon on Saturday, May 3, 2008 from 8 a.m. until 12 noon, which will begin and end at the United Methodist Church on Route 11A. Selectman Benavides seconded. Motion

carried.

- 5.5. Glendale Dock Parking Request** – Town Administrator Juris briefly reviewed a request from a Mink Island resident for 25-30 additional parking passes for Saturday, June 28th. He stated that he generally does not grant this number of passes, but limits them to between 3 to 5. It is the responsibility of the property owner to make arrangements to shuttle guests to the Town Docks.

Selectman Benavides moved to approve the issuance of 3 to 5 passes for Glendale Docks parking on June 28, 2008, based on the number of passes that have been issued in the past for special events. Selectman Grant seconded. Motion carried.

- 5.6. Resignation – Tony Ferruolo** – Town Administrator Juris read a letter from FPC member Tony Ferruolo, indicating that he is resigning from the Committee.

Selectman Grant moved to accept his resignation with regret. Selectman Benavides seconded. Motion carried.

6. Old Business

6.1. Appointments

- 6.1.1. Recreation Commission** – Town Administrator Juris advised the Board that Corinne Demko will not be seeking another term on the Parks and Recreation Commission. A letter of appreciation will be sent to her for her contributions to the Parks and Recreation Department.
- 6.1.2. Conservation Commission** – Larry Routhier and Chuck Coons are seeking re-appointment to the Conservation Commission. Since Chuck Coons was in attendance, Chairman Boucher asked him to briefly come forward and advise the Board why he would like to be reappointed.
- 6.1.3. Planning Board** – Carolyn Scattergood and Jerry Gagnon are seeking re-appointment. Carolyn Scattergood has served on the Planning Board for 24 years and Jerry Gagnon has served for 25 years.

Following brief discussion, the Board concurred that letters will not be required for re-appointments, only for new committee members.

Selectman Benavides moved to approve re-appointments for Larry Routhier, Chuck Coons, Carolyn Scattergood and Jerry Gagnon. He also moved to approve re-appointments for David Smith to Parks and Recreation Commission and Troy Schrupp to the Historic District Commission, whose forms were returned after the meeting agenda was prepared. Selectman Grant seconded. Motion carried.

The Board also determined that it will extend the time period for returning applications for another ten (10) days.

- 6.2. Liberty Hill Update** – Town Administrator Juris stated that copies of the letter to Liberty Hill residents and DES response letter will be available for distribution at Thursday night's meeting. Although Chairman Boucher will not be able to attend the meeting, Selectman Grant will read a letter on her behalf. Town Administrator

Juris stated that he has also spoken with an independent consultant who has expressed an interest in reviewing the DES documents for content and provide a risk assessment for the Board.

6.3. Daily Bank Deposits – Assistant Town Administrator Shackett provided some alternatives for the daily bank deposits. She further indicated that Laconia Savings Bank is willing to pick up the locked bag every day at 3:15 p.m. and deliver it to the bank at no charge. There are still a few details that need to be worked out but it seems to be a good solution. Selectman Benavides asked Town Clerk/Tax Collector Morrissette if this would comply with State statute, to which she replied yes. Selectman Grant asked for an update as the details are finalized.

7. Public Input

Fred Wernig of Potter Hill Road expressed concern with the amount of snow that is present at the end of Potter Hill Road. He feels that a safety issue exists, that could be solved by blocking off a portion of the road. Chairman Boucher suggested that Mr. Wernig further discuss this with DPW Director Sheldon Morgan and Police Chief John Markland.

Doug Lambert of Farmer Drive expressed concern for the Board to quickly resolve the issue with Town Administrator Evans Juris that was recently published in the newspaper.

8. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
02/14/08	Change of Status - Andrade	
02/19/08	Payroll Register	
02/25/08	Change of Status - Micu	
02/25/08	Change of Status - Beaupre	
02/25/08	Change of Status - Lux	
02/25/08	Change of Status - Wawrzynski	
02/25/08	Change of Status - Embree	
02/25/08	Change of Status - Hannafin	
02/25/08	Change of Status - Weller	
02/25/08	Payroll Register	
02/27/08	Payroll Register	
02/28/08	Abatement - Parisi	201-009.101
02/29/08	Abatement - Fay's Boat Yard	223-498.000
03/05/08	Accounts Payable Manifest	
03/06/08	Tax Collector's Warrant - Sewer Tax	
03/06/08	Abatement - Lanzilli	251-024.000
03/07/08	Abatement - Hysette	263-065.001
03/07/08	Abatement - Deshais	204-072.932
03/07/08	Abatement Denial - Monahan	203-207.001

03/07/08 Abatement Denial - Monahan
03/10/08 Change of Status - Merrill
03/12/08 Delegation of Deposit Authority

203-207.002

9. **Selectmen Issues** – Selectman Grant stated that she would like to go into Non-Public Session under RSA 91-A:3 II (a), regarding the letter filed by Evans Juris. Town Administrator Juris stated that his counsel was present and he would like to confer with him before proceeding.

At this time, Chairman Boucher presented her issues. She suggested an alternative procedure for documents requiring signatures from the Board. She also suggested that since the Laconia Airport Authority is meeting the same night as the NH DES Public Hearing on Liberty Hill that the Airport Authority be notified that no one will be attending. Her last issue concerned a recent press release regarding proposed changes to the Right-to-Know law as it relates to e-mails and telephone calls.

At this time, Town Administrator Juris returned to the meeting and indicated he would like to proceed in public session. Before beginning, however, he asked Chairman Boucher to reiterate the statement she made at the beginning of the meeting that this matter would not be brought up today. Chairman Boucher agreed.

Selectman Grant provided the following motion:

I move to adopt and submit a written notice of termination of the services of our present Town Administrator, effective thirty days from this date subject to Section 3, paragraph A, subparagraphs 1 and 2 of the Employment Agreement Between the Town of Gilford and the Town Administrator dated May 19, 2005, and extended per signed letter of February 7, 2007. Further, effective immediately, Administrator Juris is to be placed on paid administrative leave during the thirty day notification requirement.

Chairman Boucher disagreed with this motion and advised Selectman Grant that her motion was premature, since they have not had an opportunity to discuss this matter with Town Counsel. Selectman Benavides seconded the motion for comment. He stated that he loves his position as Selectman and in spite of what has been said, since he is a man of faith, he would like to work this situation out.

Extensive discussion ensued on this matter, concerning contact with Town Counsel and Selectman Grant's reason for wanting Town Administrator Juris' termination. Town Administrator Juris also provided an explanation of how Town Counsel came to be involved in the matter on Monday, March 10, 2008. Chairman Boucher indicated that she did not appreciate being blind sighted by the other Board members, and this situation has occurred previously as well. Both Selectman Grant and Selectman Benavides indicated that they may contemplate a letter of resignation of their own.

Selectman Grant called on Chairman Boucher to move the question. Selectman Grant re-read her previous motion. A call for the vote indicated Selectman Grant and Selectman Benavides voting in the affirmative. Chairman Boucher voted no. Motion carried. At this time, Town Administrator Juris left the meeting and asked to be escorted to his office.

10. Administrator's Report

10.1 Election Review and Meetings of Board of Selectmen – not covered.

10.2 Non-Public Session – RSA 91-A:3 II (a)(c)

The Board of Selectmen on a roll call vote entered Non-Public Session at 4:22 p.m. Present were Selectmen Alice Boucher, Connie Grant and Gus Benavides, Assistant Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey. Also present were Town Clerk/Tax Collector Denise Morrissette and Attorney Anne Rice.

While in Non-Public Session, the Board discussed personnel matters. While in Non-Public Session, action was taken.

The Board exited Non-Public Session at 5:05 p.m.

Selectman Grant moved to appoint Debra Shackett as acting Town Administrator. Selectman Benavides seconded. Motion carried.

11.0 Next Meeting – Wednesday, March 26, 2008 at 3:00 p.m.

12.0 Adjournment – With no further business before the Board, the Board of Selectmen's March 12, 2008 meeting was adjourned at 5:08 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary