

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**April 30, 2008**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, April 30, 2008, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Connie Grant, Gus Benavides and Kevin Hayes. Also present were Interim Town Administrator Debra Shackett and Administrative Secretary Sandra Bailey.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance. Chairman Grant announced that the meeting would be videotaped and broadcast on Lakes Region Public Access TV.
2. **Review/Approval of Minutes** – The Board of Selectmen approved the minutes of the April 3, 2008 Special Session and the regular and non-public minutes of the meeting of April 9, 2008.

3. **Old Business**

- 3.1. **2008 Roadway Improvements** – DPW Operations Manager Dustin Muzzey briefly described the process used in soliciting RFP's for 2008 roadway improvements. He recommended Wolcott Construction of Gilmanton be given the Town's 2008 roadwork, in an amount not to exceed \$468,570.00. He further stated that Wolcott provided the necessary documentation and low bid, and both Pike and Wolcott are aware of the Town's potential limitations with funding.

Selectman Hayes moved to approve the 2008 roadway improvement contract with Wolcott Construction of Gilmanton, not to exceed \$468,570.00. Selectman Benavides seconded. Motion carried.

- 3.2. **Health Officer** – Interim Town Administrator Shackett updated the Board on the status of finding a new Health Officer. She stated that Fire Inspector Dana Pendergast is interested in the position and will compile a proposal before the next meeting of what he'd be able to do and his salary requirement.

The Board briefly reviewed a memorandum prepared by David Andrade regarding costs associated with the position that could be considered for the 2009 budget. Brief discussion ensued on the number of hours required to do the job and concern that this could create a full-time position. Interim Town Administrator Shackett will prepare some additional information prior to the next meeting.

- 3.3. **Liberty Hill Update** – Interim Town Administrator advised the Board that the environmental attorney and consultant are ready to meet and discuss their response for Liberty Hill. The Board will meet with them on Wednesday, May 7, 2008 at 3:00 p.m.

#### 4. Public Input

Skip Murphy thanked the Board for changing their meetings to evenings. He also asked to be placed on the agenda for the May 14<sup>th</sup> Board meeting to provide a brief presentation on websites offering transparency.

Doug Lambert also thanked the Board for changing to evening meetings. He expressed concern with the County's supplemental budget and urged the Town to get involved with their finances. He urged the Board to attend the County's upcoming Budget Meeting. Brief discussion ensued.

#### 5. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
03/14/08	Change of Status - Hart	
03/19/08	Change of Status - Brown	
04/05/08	Elderly Exemption - Vik	201-009.074
04/07/08	Payroll Register	
04/09/08	Accounts Payable Manifest	
04/10/08	Accounts Payable Manifest (2)	
04/14/08	Tax Collector's Warrant - Water Rents	
04/14/08	Payroll Register (4)	
04/15/08	Veteran's Tax Credit - Vik	201-009.074
04/15/08	Elderly Exemption - DeVincent	213-087.017
04/15/08	Current Use Application - Nickerson	225-005.200
04/15/08	Current Use Application - Nickerson	225-004.000
04/17/08	Veteran's Tax Credit - Feret	203-133.000
04/17/08	Veteran's Tax Credit - Gustafson	210-027.000
04/17/08	Veteran's Tax Credit - Franks	212-015.000
04/17/08	Veteran's Tax Credit - Dinsmoor	204-021.000
04/17/08	Accounts Payable Manifest (2)	
04/18/08	Abatement - Meehan	242-280.012
04/18/08	Abatement - Myler & DeBlois	242-051.000
04/18/08	Abatement - Pecknold	227-061.000
04/21/08	Payroll Register	
04/21/08	Abatement Denial - Scannell	224-075.000
04/23/08	Sewer Abatement - Sullivan	224-050.000
04/23/08	Accounts Payable Manifest	
04/23/08	Change of Status - Wolfe	
04/24/08	Accounts Payable Manifest	
04/29/08	Current Use Application - Clairmont	211-027.000
04/29/08	Veteran's Tax Credit - Andrews	224-044.006
04/29/08	Veteran's Tax Credit - Allen	225-009.000

04/29/08	Cartographics - Contract Amendment	
04/29/08	Tax Collector's Warrant - 2008 Final Sewer Tax	253-396.000
04/29/08	Tax Collector's Warrant - 2008 Final Sewer Tax	204-049.000
04/29/08	Tax Collector's Warrant - Sewer Rents	
04/29/08	Veteran's Tax Credit - Gallant	229-043.000
04/29/08	Veteran's Tax Credit - Broderick	253-263.000
04/29/08	Change of Status - Chitty	
05/02/08	Change of Status - Proulx	
05/12/08	Change of Status - Trendell	

**6. Administrator's Report** – Interim Town Administrator Shackett provided the Board with an update of what she has been working on over the past few weeks. Among the highlights she provided to the Board was that the new health insurance rates, which were expected to increase by as much as 13%, are actually only increasing by 4 %.

**6.1 Increase Mileage Reimbursement Rate** – Interim Town Administrator Shackett stated that the Town typically reimburses mileage to employees at the same rate as the IRS. She was seeking approval from the Board to increase that rate, as of 1/1/08, to \$.505, which is the same as the IRS rate.

Selectman Benavides moved to raise the mileage reimbursement rate to \$.505, so that it is the same as the IRS rate. Selectmen Hayes seconded. Motion carried.

**6.2 Purchasing Procedures** – Interim Town Administrator Shackett provided the Board with a copy of Article 22 of the Town's Administrative Code, which pertains to purchasing procedures. Exceptions to this purchase procedure can be made by the Town Administrator or Board of Selectmen. She cited a recent example of where Chief Hayes has requested permission to purchase Zoll defibrillators directly from the manufacturer.

**6.3 Selectmen Goals for 2008-2009** – The Board reviewed the list of goals that were compiled by Selectman Hayes. Additional items to be added to the list of goals are: recruiting members for open board/commission positions, inviting various boards/commissions to attend a Selectmen's meeting and creation of an employee recognition program.

**6.4 Non-Public Session RSA 91-A:3 II (a)**

The Board of Selectmen on a roll call vote entered Non-Public Session at 7:57 p.m. Present were Selectmen Connie Grant, Gus Benavides and Kevin Hayes.

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

The Board exited Non-Public Session at 8:15 p.m.

**7.0 Next Meeting** – Wednesday, May 14, 2008 at 7:00 p.m., public hearing at 6:00 p.m.

**8.0 Adjournment** – With no further business before the Board, the Board of Selectmen's April 30, 2008 meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Sandra J. Bailey  
Administrative Secretary