

GILFORD BOARD OF SELECTMEN'S MEETING

August 13, 2008

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, August 13, 2008, at 5:00 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 John Markland 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 regular and non-public sessions of the meeting of July 23, 2008, and the non-public session of the July 29 and 31, 2008 special meetings.

3. **Appointments**

- 3.1. **Timberman Triathlon** – Police Captain Kevin Keenan and Timberman Triathlon Race Director Keith Jordan were in attendance to provide the Board with an update on the upcoming event. Captain Keenan stated that residents of Scenic Drive have expressed concern with spectators trespassing and as a result, Mr. Jordan has placed several no trespassing signs in the area.

Race Director Jordan also stated that they are working on parking issues and busses will be shuttling people and bicycles from Gunstock. He also cited several top athletes who will be competing in the event.

Chairman Grant thanked them for the update. Selectman Benavides also thanked them but expressed concern with the pedestrian problem on the narrow portion of Route 11 towards Alton.

- 3.2. **456 Edgewater Drive** – Bill Cargill of Cargill Construction appeared before the Board on behalf of Dr. and Mrs. Ishak. They would like to construct a fence in front of their house and will need to have some trees cut that are within the Town's right-of-way. There would be approximately twelve (12) trees cut.

DPW Director Sheldon Morgan stated that this proposal would be an improvement for the area and he has no objection to the removal of the trees.

Selectman Benavides moved to grant permission for the removal of approximately twelve (12) trees, located within the Town's right-of-way, in front of 456 Edgewater Drive, to allow the installation of a fence. Selectman Hayes seconded. Motion carried.

4. **New Business**

- 4.1. **Budget Summary and Analysis** – Finance Director Ruggles provided an overview of the Budget Summary and Analysis that he prepared for the Board on August 6, 2008. Director Ruggles feels that the revenues are looking good considering the

overall condition of the economy. He reviewed some areas of the budget where the expenditures have run high due to unanticipated costs. There are also areas of the budgets where the expenditures are expected to be less than anticipated, which will help offset some of the higher costs.

Chairman Grant thanked him for the update and asked for a monthly budget update. Selectman Hayes inquired about the effect of unpaid taxes. Director Ruggles stated that he has not reviewed cash flow, but the revenue from interest on unpaid taxes is up. Selectman Benavides also thanked Director Ruggles for his presentation. NH Retirement rates were briefly discussed.

- 4.2. 2009 Tentative Budget Schedule** – Finance Director Ruggles advised the Board that he has met with Budget Committee Chairman Dick Hickok regarding the upcoming 2009 budget. Mr. Hickok advised him that the Budget Committee would like to have the budget a week earlier this year, if possible. The schedule prepared by Director Ruggles allows for the Board to have the month of September for review and the Budget Committee to have the months of October and November.

The Board feels that the 2009 budget should be one of few changes from 2008, given the economy and new administration.

The Board will meet on Tuesday, September 16, 2008 for the day to review budgets. They will finish the process on Wednesday, September 17, 2008 at 5:00 p.m.

- 4.3. Appraisal Update** – Town Appraiser Wil Corcoran provided the Board with an update of the 2008 Market Assessment for Gilford properties. Mr. Corcoran stated that the market slowdown is continuing, with a backlog of properties on the market. He provided the Board with several statistics on the real estate market and particularly cited the record number of properties for sale in Gunstock Acres. The lack of sales in Gilford has made his job more difficult in determining property value based sales.

Mr. Corcoran also described the effect of foreclosed properties.

Selectman Hayes moved to authorize Corcoran Associates to proceed with the assessment updates as requested. Selectman Benavides seconded. Motion carried.

- 4.4. Hiring of New Town Administrator** – Interim Town Administrator Markland requested that the Board hire Scott J. Dunn of Wells, Maine as Town Administrator, commencing on August 18, 2008.

Selectman Hayes moved to authorize the hiring of Scott J. Dunn as Town Administrator, subject to the terms and conditions of his employment contract. Selectman Benavides seconded. Motion carried. The Board signed two copies of Mr. Dunn's employment contract.

Chairman Grant thanked Interim Town Administrator Markland for his efforts in filling the position of ITA. Interim Town Administrator Markland stated that it was an honor to fill the position and the professionalism of the Department Managers

contributed to his success. He also thanked the Town employees for their support. Selectman Benavides appreciates his love of Gilford and the care he has shown for Town employees.

5. Old Business

5.1. Traffic Island @ Potter Hill Road and Belknop Mountain Road – DPW Director Sheldon Morgan provided the Board with information on the closure of the “cut-thru” that runs from Belknop Mountain Road to Potter Hill Road. He feels that the temporary closure has improved safety in the area and he would like to make the closure permanent. Selectman Benavides expressed concern with the angle of the corner that now exists. DPW Director Morgan stated that they will attempt to soften the corner, but it will be based on the location of the existing utility pole.

The Board concurred that Director Morgan proceed to the Historic District Commission for further approval.

6. Public Input

Town Clerk/Tax Collector Denise Morrissette advised the Board that approximately \$475K is outstanding in Tax Liens and \$883K is outstanding in 1st issue 2008 taxes. She further stated that she has sent out friendly reminders to these taxpayers that they are able to make arrangements for payment plans with her.

7. Selectmen Issues

Selectman Hayes asked Director Morgan for an update on the SAU ceiling repair. Director Morgan replied that Joel Fisher is currently working on the project and he expects that an “I” beam will be used.

Selectman Hayes asked for an update on the library. Interim Town Administrator Markland will check with Town Counsel on this matter.

Selectman Hayes stated that the FPC is on schedule and nine (9) contractors have pre-qualified for the project.

8. Administrator’s Report

8.1. Non-Public Session under RSA 91-A:3 II (a)

The Board of Selectmen on a roll call vote entered Non-Public Session at 6:14 p.m. Present were Selectmen Connie Grant, Gus Benavides and Kevin Hayes. Also present was Interim Town Administrator John Markland.

While in Non-Public Session, ITA Markland discussed a personnel evaluation with the Board. No action was taken.

The Board then met with DPW Director Sheldon Morgan.

The Board exited Non-Public Session at 6:40 p.m.

9. Signatures

| <u>DATE SIGNED</u> | <u>DOCUMENT</u> | <u>MAP/LOT #</u> |
|-------------------------------|--|-------------------------|
| 12/20/07 | Change of Status - Cook | |
| 02/06/08 | Change of Status - Beland | |
| 05/09/08 | Change of Status - Jensen | |
| 05/28/08 | Change of Status - Kelley | |
| 06/01/08 | Change of Status - Mercuri | |
| 06/18/08 | Change of Status - Thevenin | |
| 06/30/08 | Change of Status - Shackett | |
| 07/01/08 | Change of Status - Markland | |
| 07/13/08 | Change of Status - Keenan | |
| 07/28/08 | Payroll Register | |
| 07/30/08 | Accounts Payable Manifest | |
| 08/01/08 | Accounts Payable Manifest | |
| 08/04/08 | Payroll Register | |
| 08/05/08 | Abatement - Lakes Region Water Company | 227-192.000 |
| 08/06/08 | Accounts Payable Manifest | |
| 08/07/08 | Tax Collector's Warrant - Sewer Rents | |
| 08/08/08 | Veteran's Tax Credit - Bausch | 253-087.000 |
| 08/11/08 | Payroll Register | |
| 08/13/08 | Accounts Payable Manifest | |
| 08/13/08 | Letter to Dennis Michaud | |

10.0 Next Meeting – Wednesday, August 27, 2008 at 7:00 p.m.

11.0 Adjournment – With no further business before the Board, the Board of Selectmen's August 13, 2008 meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary