

GILFORD BOARD OF SELECTMEN'S MEETING
September 10, 2008
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, September 10, 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 Town Administrator Scott Dunn 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. Selectman Benavides asked to observe a moment of silence in remembrance of Steve Kupetz, who passed away last week.
2. **Review/Approval of Minutes** – Selectman Benavides moved to approve the minutes of the regular and non-public sessions of the meeting of August 27, 2008. Selectman Hayes seconded. Motion carried with all in favor.
3. **Appointments**
 - 3.1. **John Ayer – Planning Department Update** – Director Ayer was in attendance to provide the Board with an update on his department. His update included commercial projects that are currently under development, as well as some of the issues that the department currently has under review. The Board thanked Director Ayer for his presentation.

Director Ayer also provided some comments on the housing market from Building Inspector Dave Andrade. Director Ayer will be presenting information on the 2008 vendor permit process to the Board in about a month. Selectman Hayes asked Director Ayer how the Planning Board is able to maintain a balance between proposing regulations and still encouraging new development. Director Ayer stated that the Planning Board is “development friendly” and they work for the good of the Town and the public. Brief discussion ensued on the process for zoning ordinance amendments.

Chairman Grant asked if a substitute is being sought for the Building Inspector when he is not in the office. Director Ayer replied that they are currently working on a solution to this issue.

4. **New Business**
 - 4.1. **9-11 Ceremony** – Chairman Grant briefly reviewed the schedule for tomorrow's 9-11 Commemoration, to be held at the Gilford Fire Station at 9:45 a.m. She encouraged anyone who is able to attend to do so.
 - 4.2. **Resignation of Dawn Scribner** – Dawn Scribner has resigned as a member of the Land Conservation Task Force.

Selectman Benavides moved to accept her resignation with regret and gratitude for her years of service. Selectman Hayes seconded. Motion carried with all in favor.

This open position will be advertised.

- 4.3. Approval of First Amendment of Declaration of Covenants and Restrictions for Lakes Business Park, Phase II** – Town Administrator Dunn provided an explanation of this document, which was recently approved by the City of Laconia. The amendment’s goal is to make sure that businesses who locate within the Lakes Business Park will not be tax-exempt.

Selectman Benavides moved to accept the First Amendment of Declaration of Covenants and Restrictions for Lakes Business Park, Phase II. Selectman Hayes seconded. Motion carried with all in favor.

5. Old Business

- 5.1. 43 Potter Hill Road Property** – Town Administrator Dunn reviewed the situation with the Town’s lot located at 43 Potter Hill Road. He has prepared a letter, for the Board members’ signatures, to the Conservation Commission and Planning Board, requesting a recommendation from them on the sale.

Selectman Hayes inquired what would happen if there were no bids received. Town Administrator Dunn explained some of the alternatives that would be available.

Selectman Benavides moved to approve the letter to the Conservation Commission and Planning Board, as written. Selectman Hayes seconded. Motion carried with all in favor.

- 5.2. Persons Farm Conservation Easement** – Town Administrator Dunn advised the Board that the Conservation Commission has requested an additional \$17,000 be earmarked for donation for the Ramblin’ Vewe Farm, bringing the total withdrawal amount to \$132,000.

Selectman Benavides moved to authorize the withdrawal of \$132,000 from the Conservation Fund for Ramblin’ Vewe Farm. Selectman Hayes seconded. Motion carried with all in favor.

- 5.3. Status of Remediation – Liberty Hill** – Town Administrator Dunn reviewed the status report on this matter, which was prepared by Attorney Meyers. Following a DES meeting on August 26, 2008, National Grid/Keyspan has been required to submit additional data and analysis.

Brief discussion ensued on the matter of the slurry walls and whether the Board would like to investigate this further.

Chairman Grant asked if a preliminary schedule could be provided to the Town, since none of the information presented contains any dates. The status report will be posted on the website and released to the press.

Town Administrator Dunn will follow up on the matter of requesting a timeline from DES.

5.4. Rowe House Commemorative Plaque – DPLU Director John Ayer advised the Board that the Historic District Commission would like to place a plaque on the Rowe House to commemorate its being placed on the National Register of Historic Places. They would like to mount it on the brick portion of the house.

Selectman Benavides moved to authorize the placement of a commemorative plaque on the Rowe House at the discretion of the Historic District Commission. Selectman Hayes seconded. Motion carried with all in favor.

5.5. Energy Committee – The Energy Committee has requested that the Board advertise for new members, due to resignations. They would also like to increase the size of the Board from five (5) members to seven (7) members.

Brief discussion also ensued on the Committee's request to replace street lights with LED street lighting as the existing lamps fail.

Selectman Benavides moved to increase the number of members on the Energy Committee from five (5) to seven (7). Selectman Hayes seconded. Motion carried with all in favor. These open positions will be advertised.

6. Public Input - none.

7. Selectmen Issues

Selectman Hayes reported that the proposals for the Police Station addition and renovation are due by Friday, October 3, 2008 at 3:00 p.m. The FPC will meet and open the proposals at that time. Selectman Hayes further stated that the FPC has pre-qualified nine (9) contractors and would like guidance from the Board on how they would like the Committee's recommendation presented to them.

Chairman Grant stated that she thinks it is important for the Board to see all proposals. Following brief discussion, it was determined that the Architect and Committee will make a recommendation and the Board members will be able to see the supporting documentation from each contractor. This is similar to the procedure that has been used in the past.

Selectman Hayes also asked for an update on single stream recycling to be provided at the next meeting. Selectman Benavides stated that DPW Director Morgan does have a plan that he has been working on.

8. Administrator's Report

Town Administrator Dunn stated that his primary focus has been the 2009 budget. He provided the Board members with a draft schedule for the September 16 and 17, 2008 budget work sessions. He hopes to have the budget prepared for the Board for Friday, September 12th, along with his recommendations.

Town Administrator Dunn has continued to meet with various staff members and attended various board/committee meetings. He also recently met with Joel Fisher, who is the engineer involved in the Planning Department floor repairs. The bid specifications for the repairs have gone out today and the bids will be opened on September 18, 2008.

Two different perspectives have been asked for in the bids – one to return the floor to its original rating and one to increase the rating. The results of these bids will be brought to the Selectmen at their September 24th meeting.

Chairman Grant suggested that additional time be provided for the Fire and Police Departments at the budget work sessions. Town Administrator Dunn will adjust the budget workshop schedule accordingly.

9. Non-Public Session under RSA 91-A:3 II (a)(b)(c)(d)

Selectman Benavides moved to enter Non-Public Session at 7:50 p.m. Selectman Hayes seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Connie Grant, Gus Benavides and Kevin Hayes. Also present were Town Administrator Scott Dunn and Administrative Secretary Sandra Bailey.

While in Non-Public Session, the Board discussed personnel matters, appointment of a town employee, matters which would likely affect someone's reputation, the purchase of real estate, legal matters and collective bargaining strategy/negotiations.

While in Non-Public Session, action was taken. Selectman Benavides moved to seal the minutes. Selectman Hayes seconded. Motion carried with all in favor.

The Board exited Non-Public Session at 8:40 p.m.

Selectman Benavides moved to appoint James Hayes as Emergency Management Director and Sheldon Morgan as Deputy Emergency Management Director. Selectman Hayes seconded. Motion carried with all in favor.

Selectman Benavides moved to appoint Sheldon Morgan as Health Officer for a period three months, and to pay him the pro-rated stipend for Health Officer. Selectman Hayes seconded. Motion carried with all in favor.

Selectman Benavides moved to promote Kirk Young to the position of Highway Foreman with the Department of Public Works at a starting wage of \$16.47 and be placed on a six (6) month probation status, retroactive to July 14, 2008. Selectman Hayes seconded. Motion carried with all in favor.

10. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
07/14/08	Change of Status - Young	
08/14/08	Abatement - Aichinger	221-007.000
08/20/08	Accounts Payable Manifest	
08/20/08	Accounts Payable Manifest	
08/26/08	Payroll Register	
08/26/08	Accounts Payable Manifest	
09/01/08	Change of Status - Adair	

09/01/08	Change of Status - Beaupre	
09/02/08	Payroll Register	
09/03/08	Notice of Intent to Cut	210-023.000
09/03/08	Notice of Intent to Cut	210-018.000
09/03/08	Notice of Intent to Cut	210-013.000
09/04/08	Sewer Abatement - Warren	252-016.150
09/04/08	Accounts Payable Manifest	
09/04/08	Sewer Abatement - Doherty-Sheldon	252-016.621
09/05/08	Accounts Payable Manifest (2)	
09/08/08	Sewer Abatement - ZZZ Associates	211-002.000
09/08/08	Payroll Register	
09/08/08	Sewer Abatement - Curtin	252-016.111
09/08/08	Sewer Abatement - Sheehy	252-016.280
09/08/08	Sewer Abatement - Woodman	252-016.286
09/08/08	Sewer Abatement - Jordan	223-612.100
09/08/08	Sewer Abatement - LeClerc	252-016.301
09/08/08	Sewer Abatement - Silver Sands Motel (3)	223-097.000
09/08/08	Sewer Abatement - Gerald Realty	201-024.000
09/09/08	Accounts Payable Manifest	
09/10/08	Change of Status - Smith	
09/10/08	Letter to Cons. Comm. & Planning Board	
09/10/08	Government Liability Authorization Form	
09/10/08	Veteran's Tax Credit - Jackman	267-211.015
09/10/08	Change of Status - DiCarli	
09/10/08	Veteran's Tax Credit - Tuttle	

11.0 Next Meeting – Wednesday, September 24, 2008 at 7:00 p.m.

12.0 Adjournment – With no further business before the Board, the Board of Selectmen's September 10, 2008 meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary