

GILFORD BOARD OF SELECTMEN'S MEETING
September 24, 2008
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, September 24, 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.
2. **Review/Approval of Minutes** – Selectman Benavides moved to approve the minutes of the regular and non-public sessions of the meeting of September 10, 2008 and the regular minutes of the September 16, 2008 Budget Work Session. Selectman Hayes seconded. Motion carried with all in favor.
3. **Appointments**
 - 3.1. **James Presher – Concord Regional Solid Waste** – DPW Director Sheldon Morgan introduced James Presher and Liz Bedard, who were in attendance to provide a presentation on single stream recycling. Director Morgan provided a brief background on Mr. Presher and Ms. Bedard.

Mr. Presher proceeded with his PowerPoint presentation on single stream recycling. This automated method of sorting calls for much less manpower than sorting by hand. He also provided background information on how the incinerator in Penacook provides steam, which in turn generates electricity. Currently, this facility is at capacity and a new facility is proposed on adjacent property.

As the cost for solid waste disposal increases, it is important to determine if a viable recycling program could reduce the amount of solid waste. Mr. Presher reported that the recycling market has stabilized, enabling the Co-op to receive dependable income.

Ms. Bedard provided information on how the revenue that is generated from recycling would be distributed to communities. Mr. Presher stated that the Town of Gilford would be responsible for the collection and delivery of recyclables, but there would be no charge at the facility. Discussion ensued on the financial aspects of the Co-op.

Mr. Presher is seeking a letter of commitment from the Board of Selectmen to participate in this program. He explained that sample letters will be forthcoming and the timeframe will allow for Town Meeting vote, if necessary. Mr. Presher then showed a five (5) minute DVD of how the automated recycling facility in Auburn, MA is operated. The Board thanked Mr. Presher and Ms. Bedard for their informational presentation.

- 3.2. Denise Morrissette – Town Clerk/Tax Collector Update** – TC/TC Morrissette focused on some of the key issues that are currently before her department. She reported that the new method of daily deposits being done by a Laconia Savings Bank courier is working well for all concerned. She also reviewed the success of her new office hours.

TC/TC Morrissette reviewed some technology issues that have occurred, as well as training that has been received by staff members. Discussion ensued on the use of credit/debit cards for payments and the upcoming general election. TC/TC Morrissette is considering various options to handle the very large voter turnout that is expected. Selectman Hayes commended TC/TC Morrissette for the friendliness of her staff. Chairman Grant thanked her for the update.

4. New Business

- 4.1. Adoption of Water Resource Plan** – Town Administrator Dunn read aloud a brief memo from Fire Chief Jim Hayes regarding the adoption of a Water Resource Plan from North Country Resource Conservation and Development Council. This plan can be used as a planning tool for identifying water source improvement projects for both current and future developments.

Selectman Benavides moved to adopt the Water Resource Plan as an addendum to the Hazard Mitigation Plan. Selectman Hayes seconded. Motion carried with all in favor.

- 4.2. Selectmen Meeting Dates – November and December 2008** – The following dates were established for the November and December Board of Selectmen meetings:

November 12, 2008; December 3, 2008 and December 17, 2008. No meeting was scheduled for November 26, 2008.

- 4.3. Sewer Abatement Request** – Town Administrator Dunn provided a brief explanation of the sewer abatement request from Joan Coburn. It was the recommendation of DPW Operations Manager Muzzey that this request be denied.

Selectman Benavides moved to deny the sewer abatement request of Joan Coburn. Selectman Hayes seconded. Motion carried with all in favor.

- 4.4. Gunstock Liquor Sales** – Town Administrator Dunn provided a draft of a letter he has prepared for Mary MacDonald of the Boston Culinary Group regarding her liquor license.

Selectman Hayes moved to accept the letter prepared by Town Administrator Dunn to Mary MacDonald regarding her liquor license. Selectman Benavides seconded. Motion carried with all in favor.

- 4.5. Temporary Parking Ban** – Selectman Benavides moved to enact a temporary parking ban for Heritage Arts Day on Potter Hill Road on September 27, 2008, from 9:00 a.m. to 3:00 p.m., and to authorize DPW to install signage for enforcement by the Gilford Police Department. Selectman Hayes seconded. Motion carried with all

in favor.

5. Old Business

5.1. Bid Award for Town Hall Structural Repairs – DPW Director Morgan advised the Board that the only bid received for the Planning Office floor repairs is from Cathcart Construction. Brief discussion ensued on the importance of having this project commence as soon as possible. Director Morgan will advise the contractor of the project's importance.

Selectman Benavides moved to accept Option #1 from Cathcart Construction in the amount of \$10,338.00 for the Town Hall structural repairs. It was noted that Option #1 does not include the purging of the furnace system. Selectman Hayes seconded. Motion carried with all in favor.

5.2. Upcoming Public Hearings for 43 Potter Hill Road Land Sale – Town Administrator Dunn advised the Board that the Conservation Commission and the Planning Board have given a favorable recommendation for the sale of Town owned property at 43 Potter Hill Road. There will be two (2) public hearings held by the Board of Selectmen – the first on October 8, 2008 and the second on October 22, 2008.

5.3. 2008 Financial Status Update – Finance Director Ruggles provided the Board with the monthly revenue and expenditure summary reports through the end of August 2008. Director Ruggles reported that overall the budget is tracking as anticipated, with expenses better than expected and revenues as expected. The cost of fuel continues to increase, but the year end projection is for a \$100,000 surplus. This figure reflects the additional \$100,000 that the Board authorized Director Morgan to spend on road maintenance. Selectman Benavides commended Director Ruggles for the very clear and concise report.

5.4. 2009 Budget Preparation Deliberations – Town Administrator Dunn advised the Board that the budget worksheet distributed to Board members is a summary of the action of the September 16, 2008 Work Session. At this time, the projection is for .0033% more than the 2008 budget, which is a negligible amount. He asked Board members to review this worksheet, which will be updated as additional data is received.

6. Public Input - Skip Murphy commended the Board for the very small percentage increase in the 2009 budget. He questioned the Board about the recent taser incident that was published in the newspaper. He expressed concern for the Town's liability. Town Administrator Dunn responded that he cannot respond to his question tonight but will within a day or two. Mr. Murphy also asked for a copy of the budget spreadsheet. He was advised that he will need to wait until October 1, 2008, when the budget figures are finalized.

7. Selectmen Issues

Selectman Hayes reported that he recently attended a Stormwater Management conference at UNH. He found this conference very beneficial and will recommend that

Sheldon Morgan and John Ayer tour the facility.

8. Administrator's Report

Town Administrator Dunn stated that his primary focus continues to be the 2009 budget. He also attended a conference this week on budgeting sponsored by LGC. After attending this conference, he feels that the Town of Gilford is on the right track.

Other matters before Town Administrator Dunn have been the two (2) Collective Bargaining Units, status of the old library building, and the recent DOL inspection. Projects for the near future include updating the Personnel Rules and Pay Scales, updating Vendor Permits, updating the process for hardship abatements and soliciting bids for a copier and IT services.

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

Selectman Benavides moved to enter Non-Public Session at 8:32 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, Administrative Secretary Sandra Bailey and Town Clerk/Tax Collector Denise Morrissette.

While in Non-Public Session with TC/TC Morrissette, the Board discussed matters related to the upcoming Tax Sale.

While in Non-Public Session, action was taken.

After TC/TC Morrissette exited Non-Public Session, the Board discussed the sale of real estate and personnel matters.

The Board exited Non-Public Session at 8:58 p.m.

10. Signatures

<u>DATE SIGNED</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
06/29/08	Change of Status - Blanchette	
08/31/08	Change of Status - DuVerger	
09/04/08	Change of Status - Clairmont	
09/12/08	Tax Collector's Warrant - Land Use Change Tax	254-074.000
09/12/08	Tax Collector's Warrant - Sewer Rents	
09/13/08	Change of Status - Lavin	
09/16/08	First Amendment to Declaration of Covenants - LBP	
09/16/08	MS-1	
09/23/08	Health Officer Appointment - Morgan	

11.0 Next Meeting – Wednesday, October 8, 2008 at 7:00 p.m.

12.0 Adjournment – With no further business before the Board, the Board of Selectmen’s September 24, 2008 meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary