

**GILFORD BOARD OF SELECTMEN'S MEETING**  
**November 12, 2008**  
**Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, November 12, 2008, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Connie Grant and Kevin Hayes. Also present were Town Administrator Scott Dunn and Administrative Secretary Sandra Bailey. Absent was Selectman Gus Benavides.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements** – none.
3. **Review/Approval of Minutes** – Selectman Hayes moved to approve the minutes of the regular and non-public sessions of the meeting of October 22, 2008; and the special work session of November 3, 2008. Chairman Grant seconded. Motion carried with all in favor.
4. **Appointments**
  - 4.1. **Chief Jim Hayes – Fire Department Update** – canceled.
5. **New Business**
  - 5.1. **Requests of Energy Committee** – Chairman Howard Epstein was in attendance to discuss several matters with the Board. He stated the importance of the Committee being able to gather data to establish benchmarks, both for the ICLEI survey and power consumption from Public Service and the Co-op. Following extensive discussion, Mr. Epstein indicated that he would like a letter of authorization from the Board to contact PSNH and the NH Electric Co-op, as well as authorization to contact Department Managers.

Finance Director Ruggles indicated that he has compiled three years of fuel consumption data for the 2009 budget. Town Administrator Dunn also pointed out that NH DOT can supply fuel records. Selectman Hayes asked Mr. Epstein if the Committee was planning to sort and input data and Mr. Epstein replied yes.

The January 17, 2009 Energy Fair was briefly discussed. Mr. Epstein also indicated that he would like a representative from the School District to be appointed to the Energy Committee. Town Administrator Dunn brought up several items that Mr. Epstein requested in his letter of October 22, 2008. Mr. Epstein stated that the items he requested could be accomplished with fleet management software.

Selectman Hayes pointed out that this would require budget approval and as a result, any action is at least 15 months away. He suggested that the Committee submit a proposal for this.

- 5.2. **Right of Way Permit - Hutton** – Town Administrator Dunn briefly described this request.

Selectman Hayes moved to approve the Right of Way Permit for Jack R. Hutton at 270 Edgewater Drive as submitted. Chairman Grant seconded. Motion carried with all in favor.

- 5.3. Review Proposed Fire Dept. Permit/Inspection Fee Schedule** – Selectman Hayes moved to approve the Permit & Inspection Fee Schedule, as presented by the Gilford Fire-Rescue Department, and to schedule a public hearing on the Fee Schedule on Wednesday, December 3, 2008 at 7:00 p.m. Chairman Grant seconded. Motion carried with all in favor.
- 5.4. Holiday Work Schedule** – Selectman Hayes moved to close the Town Offices and excuse all Town employees from work at 12:00 noon on Wednesday, December 24, 2008. Chairman Grant seconded. Motion carried with all in favor.
- 5.5. Purchase of Copy Machine** – Town Administrator Dunn reported that he is recommending the purchase of the Xerox 5655 copy machine, at a cost of \$8,200.00. This copy machine came in at the lowest price with all of the specifications we requested. Selectman Hayes moved to purchase the Xerox 5655 copy machine from Conway Office Products, at a cost of \$8,200.00. Chairman Grant seconded. Motion carried with all in favor.
- 5.6. Request to Borrow Town Property** - Joanne McNulty was in attendance to request that she be allowed to borrow the Town's poles and chains for a display at her church on Saturday, December 6, 2008. Selectman Hayes stated that he is concerned with setting a precedent at loaning out Town property. Chairman Grant agreed with Selectman Hayes and stated that she is not inclined to approve this request. Following discussion, the Board concurred to not grant the request.

Town Administrator Dunn reported that another request has been received from Jim Howe, to allow vehicle storage in the storage building on the library land. Mr. Howe has used this property since 1995 for winter storage.

The Board discussed this request and concurred that since it is late in the season, the storage would be allowed for this winter only and the property owners using the building for storage must sign a waiver of liability, prior to placing their items in storage.

## **6. Old Business**

- 6.1. September Budget Summary** – Finance Director Ruggles was in attendance to review his October Budget Summary. He advised the Board that decreasing revenues are presenting some challenges, but expenditures continue to track slightly better than anticipated. Chairman Grant requested that Finance Director Ruggles also provide this report in the early months of 2009. Selectman Hayes complimented Finance Director Ruggles and all Department Managers for their hard work in digging in and cutting expenditures this year.
- 6.2. Old Library – Cy Pres Petition** – Town Administrator Dunn updated the Board on the status of the old library building. He received a phone call from Jean Harding's grandson, who is an attorney, stating that his grandmother would waive her rights. He also spoke with Town Counsel today, who indicated that Marshall Faye's attorney understands the implications of the Uniform Trust Act.

Following discussion, Selectman Hayes and Chairman Grant decided to wait for the December 3, 2008 Selectmen's meeting for authorization to continue with the *Cy Pres* Petition. This would give an additional few weeks for comments from the heirs, as well

as input from Selectman Benavides.

**6.3. School Resource Officers** – Chairman Grant stated that this item was on the agenda because of the Board being in favor of having the School District pay for the School Resource Officers. She further stated that both the School District and Chief Markland are not in favor of this change. Selectman Hayes suggested that the matter be tabled for the time being, but should be brought up again at a later date. Chairman Grant explained that she would like to see the cost phased in for the School District.

The Board concurred that they would like to have Chief Markland present at the December 3, 2008 Selectmen’s meeting so that they can further discuss the matter.

**7. Public Input** – None.

**8. Selectmen’s Issues** – None.

**9. Administrator’s Report**

Town Administrator Dunn reported that the LGC Annual Conference is this week and he attended some very informative sessions today. He has also been working on completing the Personnel Policy and Vendor Policy.

**10. Non-Public Session under RSA 91-A:3 II (a)(b) (d)(e)**

Selectman Hayes moved to enter Non-Public Session at 7:46 p.m. Chairman Grant seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Connie Grant and Kevin Hayes. Also present were Town Administrator Scott Dunn, Finance Director Geoff Ruggles and Administrative Secretary Sandra Bailey.

While in Non-Public Session Finance Director Ruggles, the Board discussed hiring of personnel and a hardship abatement application.

While in Non-Public Session with Finance Director Ruggles, action was taken.

After Finance Director Ruggles exited Non-Public Session, the Board discussed additional personnel matters and the sale of a real estate tax deed. While in this portion of Non-Public Session, action was taken.

The Board exited Non-Public Session at 8:16 p.m. and voted to seal portions of the minutes.

**11. Signatures**

<b><u>DATE SIGNED</u></b>	<b><u>DOCUMENT</u></b>	<b><u>MAP/LOT #</u></b>
10/01/08	Change of Status - Hayes	
10/01/08	Accounts Payable Manifest	
10/06/08	Payroll Register	
10/08/08	Abatement - Cyr	224-046.043
10/14/08	Payroll Register	
10/16/08	Accounts Payable Manifest	
10/20/08	Payroll Register	

10/21/08	Tax Collector's Warrant - Jeopardy Assessment	252-016.301
10/21/08	Change of Status - Balcom	
10/21/08	Accounts Payable Manifest	
10/22/08	Change of Status - Hewitt	
10/22/08	Accounts Payable Manifest	
10/27/08	Inspectors of Election (8)	
10/27/08	Payroll Register	
10/28/08	Notice of Lien - Trefrey	224-046.049
10/29/08	Accounts Payable Manifest	
10/31/08	Appointment Form - Keenan	
10/31/08	Notice of Intent to Cut Timber - Mooney	256-001.000
10/31/08	Letter to Jean Evard	
11/02/08	Change of Status - Keenan	
11/03/08	2008 Tax Warrant - Second Issue	
11/03/08	Veteran's Tax Credit - Stockhausen	201-009.036
11/03/08	Veteran's Tax Credit - Fortier	224-074.215
11/03/08	Veteran's Tax Credit - Nelson	224-081.604
11/03/08	Veteran's Tax Credit - Goodwin	203-127.000
11/04/08	Change of Status - Jarvi	
11/10/08	Change of Status - Beland	
11/12/08	ROW Permit - Hutton	218-010.000
11/12/08	Change of Status - DuVerger	
11/12/08	Abatement - Beauregard (2)	224-074.024
11/13/08	Change of Status - Andrews	
11/17/08	Change of Status - Labarre	
11/17/08	Change of Status - Powell	
12/01/08	Change of Status - Jensen	

**12. Next Meeting** – Wednesday, December 3, 2008 at 7:00 p.m.

**13. Adjournment** – With no further business before the Board, the Board of Selectmen's November 12, 2008 meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Sandra J. Bailey  
Administrative Secretary