

GILFORD BOARD OF SELECTMEN'S MEETING
December 29, 2008
Town Hall

The Board of Selectmen convened in a special work session on Wednesday, December 29, 2008, at 6:00 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.

2. **New Business**

2.1. **2008 Budget Transfers** – Finance Director Ruggles was in attendance to explain his memorandum to the Board on 2008 budget transfers. He further stated that the Town will finish the 2008 budget year in the black and all of the transfers that are necessary were anticipated.

Selectman Benavides moved to approve the transfers requested by Finance Director Ruggles in his memorandum dated December 29, 2008. Selectman Hayes seconded. Motion carried with all in favor.

2.2. **2008 Budget Encumbrances** – Selectman Benavides moved to encumber \$157,024 from the 2008 budget, as proposed by Finance Director Ruggles. Selectman Hayes seconded. Motion carried with all in favor.

2.3. **2009 – 2010 Technology Contract** – Finance Director Ruggles stated that he has received four (4) proposals for the 2009 – 2010 Technology Contract. Of the four proposals received, he has narrowed it down to Cybertron and Mainstay. Both vendors are fairly close in cost and there are advantages to both.

Finance Director Ruggles proceeded to review the costs associated with each vendor. He also stated the need to have a better handle on the status of work being performed by the technology vendor. Selectman Benavides stated that he appreciates the score sheet prepared by Finance Director Ruggles for comparison purposes.

Selectman Hayes moved to award the 2009 Technology Contract to Mainstay, based on the price and hours presented in their proposal. Selectman Benavides seconded. Motion carried with all in favor. Brief discussion ensued on the need for new guidelines to be drafted to clarify how computer repairs and problems will be handled with Mainstay.

2.4. **2009 – 2014 Septage Contract** – Selectman Benavides moved to enter into the Septage Agreement with the Winnepesaukee River Basin Program for the period between January 1, 2009 and December 31, 2014. Selectman Hayes seconded. Motion carried with all in favor.

3. **Old Business**

3.1. **Approval of Collective Bargaining Agreement – AFSCME Local 534** – Selectman Benavides moved to approve the Collective Bargaining Agreement between the Town of Gilford and AFSCME Local 534, on behalf of the Gilford Department of Public Works employees. Selectman Hayes seconded. Motion carried with all in favor.

3.2. Personnel Policies – Town Administrator Dunn briefly reviewed the final draft of the Personnel Policies. This document has undergone legal review and has had some language changes. He commended the Department Managers for their role in bringing this document forward to the Board of Selectmen. Town Administrator Dunn pointed out that one of the major changes was with the merit raise program. The scale that will now be used is 0-4, vs. 1-5 that was previously used. The new Personnel Policies also phase in a 10% employee contribution for medical and dental insurance.

Selectman Benavides asked why the Town provides compensatory time in some instances, rather than just paying overtime. Town Administrator Dunn stated that sometimes it is to the Town's advantage to allow compensatory time and can save money. He also stated that compensatory time will now be allowed to be accrued to only 40 hours, where it was previously allowed to be accrued to 160 hours.

Further discussion ensued on the implications of compensatory time with salaried employees. Vacation time was also discussed.

Selectman Benavides moved to accept the Personnel Policies dated January 1, 2009, as presented by Town Administrator Dunn. Selectman Hayes seconded. Motion with all in favor. The Board extended a big thank you to Town Administrator Dunn and the Department Managers for their hard work.

3.3. Town Meeting Deliberative Session – Town Administrator Dunn advised the Board that the date of February 3, 2009, which was selected for the Town's Deliberative Session, needs to be changed. The Board concurred to hold the Deliberative Session on Wednesday, February 4, 2009, with Thursday, February 5, 2009 as a back-up date.

4. Next Meeting – Wednesday, January 14, 2009 at 7:00 p.m.

5. Adjournment – With no further business before the Board, the Board of Selectmen's December 29, 2008 meeting was adjourned at 6:39 p.m.

Respectfully submitted,

Sandra J. Bailey
Administrative Secretary