

GILFORD BOARD OF SELECTMEN'S MEETING
January 27, 2010
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 27, 2010, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Town Clerk/Tax Collector Denise Morrissette, Police Chief John Markland, Planning and Land Use Director John Ayer, Library Director Katherine Dormody and DPW Director Sheldon Morgan.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements**
 - 2.1. Chairman Benavides announced that the Town Deliberative Session will be held on Wednesday, February 3, 2010 at Gilford High School at 7:00 p.m.
 - 2.2. Chairman Benavides read a letter received from Fire Chief Kevin Hayes, announcing his pending retirement date of April 30, 2010. He praised Chief Hayes for his many years of dedicated service to the Town of Gilford.
3. **Review/Approval of Minutes**
 - 3.1. Selectman Hayes moved to approve the minutes of the regular session of January 13, 2010 and the special work sessions of January 13 and 19, 2010. Selectman O'Brien seconded. Motion carried with all in favor.
4. **Consent Agenda**
 - 4.1. Selectman Hayes moved to approve the Consent Agenda for the period January 11, 2010 through January 22, 2010. Selectman O'Brien seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
11/01/09	Change of Status - Leach	
11/19/09	Change of Status - Denver	
11/30/09	Change of Status - Wall	
12/22/09	Accounts Payable Manifest	
12/28/09	Change of Status - O'Neill	
12/31/09	Payroll Register	
01/01/10	Change of Status - Bredbury	
01/01/10	Change of Status - Colcord	
01/01/10	Change of Status - Craver	
01/01/10	Change of Status - Crowell	
01/01/10	Change of Status - Doris	
01/01/10	Change of Status - Harris	
01/01/10	Change of Status - Jacques	
01/01/10	Change of Status - O'Neill	
01/01/10	Change of Status - Parent	
01/01/10	Change of Status - Sankey	

01/01/10	Change of Status - Stiegler	
01/01/10	Change of Status - VanSteenburg	
01/01/10	Change of Status - Wall	
01/04/10	Payroll Register	
01/05/10	Letter to P. McDonald	
01/06/10	Accounts Payable Manifest	
01/08/10	Sewer Abatement - Davis	252-016.154
01/08/10	Sewer Abatement - Nellany	213-087.017
01/08/10	Sewer Abatement - NH DOT	214-036.000
01/10/10	Change of Status - Kloetz	
01/11/10	Payroll Register	
01/11/10	Accounts Payable Manifest	
01/13/10	Sewer Abatement - Village West Condo Assoc. (3)	204-072.000
01/13/10	Notice of Intent to Cut Timber - Dolloff	204-078.000
01/13/10	Accounts Payable Manifest	
01/13/10	Accounts Payable Manifest	
01/14/10	Sewer Abatement - NH DRED	252-015.000

5. Public Hearing

5.1. Policy Regulating Temporary Commercial Signs in Town Rights-of-Way –

This public hearing was tabled until Wednesday, February 10, 2010 at 7:00 p.m.

6. Appointments

6.1. Katherine Dormody – Library Update – Director Dormody provided the Board with some statistics from her annual report to the State of NH. Circulation for 2009 exceeded 124,000, which is a 20% increase over the previous year. In addition, 754 new patrons were added, along with 3,500 new items.

The Library Trustees are in the process of updating their by-laws and policies. Polly Sanfacon, who has been a trustee for fourteen (14) years, will not be running for re-election this March.

Other topics mentioned in Director Dormody's update were library exhibits, the teen advisory group and an assessment of the geothermal heating/cooling system. The Board thanked Director Dormody for her presentation.

6.2. Geoff Ruggles – Financial Update – Finance Director Ruggles provided the Board with a Budget Summary and Analysis for the month of December, which is also the year-ending report for 2009. Revenues ended up at approximately \$28,000 over projection and expenditures at approximately \$350,000 under budget. Director Ruggles provided detailed information on how the year ended with less than anticipated expenditures.

Chairman Benavides complimented Director Ruggles for the increase in cash flow from 2008. Director Ruggles also stated that property taxes are 94.2% collected, with the outstanding taxes representing 754 properties. He pointed out that this same figure was 816 properties for 2008. Selectman Hayes further complimented DPW Director Sheldon Morgan for his unused funds that he has returned to the Town.

7. Old Business

- 7.1. Plowing of Community Church Parking Lot** – Chairman Benavides stated that the Board of Selectmen held a public hearing on this matter at their last meeting. The Board received a great deal of input from the public and although tonight’s meeting is not a public hearing, he will allow the public an opportunity to speak tonight.

Armand Bolduc reiterated his previously stated position and urged the Board to vote against the plowing of the parking lot. Skip Murphy agreed with Mr. Bolduc and thinks that there should be a separation of services between Town property and non-Town property.

Selectman Hayes moved to approve the Memorandum of Understanding between the Town of Gilford and Gilford Community Church, as written. Selectman O’Brien seconded.

Selectman Hayes stated that he has spent a great deal of time reviewing this matter. He appreciates that the Town has the ability to utilize the Community Center, but feels they should have a provision in their own budget for maintenance items such as plowing. He further stated that the parking lot could only be plowed after all other streets in Gilford, as well as the Schools, have been plowed. He also has concern with the liability issue and the fact that there is no provision for snow storage on the property.

Selectman Hayes further stated that after recently viewing the parking lot, he determined that 18 spaces were unusable due to snow. Since then, the snow has been removed. He also has concerns for potential damage to the curbing and porous payment. For these reasons, he will not be supporting approval of the MOU.

Chairman Benavides stated that he has received many comments from Gilford citizens regarding this matter. Since the Memorandum of Understanding has been found to be legal and binding, and the fact that he represents the Gilford voters, he stated that he would be voting in favor of approval. Selectman O’Brien indicated that he would also vote in favor of approval.

A vote on the motion showed Yes-2 and No-1. (Selectman Hayes was opposed.)
Motion carried.

- 7.2. Boat Trailer Parking Regulations** – Town Administrator Dunn reported that there have been no changes to these regulations since the public hearing on January 13, 2010.

Selectman Hayes moved to approve the Boat Trailer Parking Facility Regulations, as presented. Selectman O’Brien seconded. Selectman Hayes commented that he would like to leave the permit fee at \$25 and that he does not believe that the Town owes anyone a place to store boat trailers. Selectman O’Brien expressed concern with the lottery, but feels it is important to move forward with these regulations. A vote indicated that the motion carried with all in favor.

- 7.3. 2009 Edward Byrne Memorial Grant (Police Equipment)** – Police Chief Markland provided a brief overview of the items that the Department is seeking to purchase with unexpended grant monies. These items were previously authorized, following a public hearing, but the funds could not be spent until the outcome of legal action against Belknap County. Now that the lawsuit has been dismissed,

Chief Markland is seeking authorization to make the expenditures, in the amount of \$10,202.40. Selectman Hayes moved to authorize the expenditure of \$10,202.40 from the 2009 Edward Byrne Memorial Grant funds. Selectman O'Brien seconded. Motion carried with all in favor.

- 7.4. Energy Committee Mission Statement** – Town Administrator Dunn stated that the Committee currently has three (3) members, although there should be seven (7) members. The Committee members are lacking a purpose and would like direction from the Board on how to proceed. Selectman O'Brien thinks that they should be developing their own mission statement. Chairman Benavides pointed out that the Board can help them with a mission statement, or they could dissolve the Committee.

Selectman Hayes suggested that the Board agree on some tasks and then allow the Committee to develop a mission statement from those tasks. His recommendations included changing over to energy efficient light bulbs, taking over the energy audit of the municipal complex, assist in securing grant money for residents for energy improvements and working with the Department of Public Works at the Solid Waste Facility. Selectman O'Brien thinks that these are good general ideas, which need to be developed by the Committee. Town Administrator Dunn will invite the Energy Committee Chair to the next Selectmen's meeting.

8. New Business

- 8.1. Stonewall Village Traffic Concern** – Town Administrator Dunn reported that the residents of Stonewall Village have expressed concern when exiting their property onto Watson Road. They have requested signage to advise motor vehicle operators on Watson Road of the exiting traffic. Brief discussion ensued regarding the fact that the roadway into Stonewall Village was placed at a location lacking visibility. The Board concurred to direct the Police Department to monitor traffic in the area and to have DPW install appropriate warning signage in the spring.

- 8.2. Employee Benefit Cost Savings – Life and Disability Insurance** – Town Administrator Dunn stated that it is financially wise to change the Town's life insurance and disability coverage over to Davis & Towle. Chairman Benavides asked Town Administrator Dunn if the proposed change would have any effect on Town Employees and he replied no. Selectman O'Brien inquired about any potential problems if they wanted to convert back to coverage with LGC at some time in the future. Finance Director Ruggles replied that there is an automatic 2-year wait if you remove coverage from LGC to have it reinstated.

Chairman Benavides recommended that Finance Director Ruggles advise the LGC of the proposed change and see if they are able to lower their rates to match those of Davis and Towle. This matter was tabled to the next meeting where Finance Director Ruggles can report on his findings.

- 8.3. Adoption of Alvah Wilson Road for Roadside Clean-up** – DPW Director Sheldon Morgan reported that he received a request from the Gilford High School Interact Club to adopt Alvah Wilson Road for debris clean-up. He further stated that this clean-up must be done safely and routinely. Selectman O'Brien questioned any liability issue, so Director Morgan will check with our insurance carrier.

Selectman Hayes moved to approve the adoption of Alvah Wilson Road by the High

School Interact Club in a manner that is similar to the State of NH – DOT adoption of roads program. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.4. Gilford Beach Guest Pass Request** – The Board reviewed a letter from Katherine Wilson regarding a request for non-resident beach passes. They briefly discussed over-crowding issues at Gilford Beach. Town Administrator Dunn reported that a few years ago, the Town proposed a seasonal guest pass and it was not well received by the residents of Gilford.

Selectman Hayes moved to deny the request of Katherine Wilson for non-resident beach passes. Selectman O'Brien seconded. Motion carried with all in favor.

- 9. Public Input** – Denise Morrissette provided the Board with an update of who has filed as candidates for Town offices. She further advised them that the random drawing to determine the order of the names for the ballot will be held on Monday, February 1, 2010 at 10:00 a.m. in Conference Room A.

- 10. Selectmen's Issues** – none.

- 11. Administrator's Report** – Town Administrator Dunn reported that he recently attended a meeting of the Lakes Region Planning Commission, where issues discussed included development of regional transit and concern for phosphorus in Lake Winnepesaukee. He is also working on updated the Town's traffic regulations.

Town Administrator Dunn will be on vacation from February 4 -10, 2010.

- 12. Next Meeting** – Regular Meeting – February 10, 2010 at 7:00 p.m.

- 13. Adjournment** – With no further business before the Board, the Board of Selectmen's January 27, 2010 meeting was adjourned at 7:57 p.m.

Respectfully submitted,

John T. O'Brien
Clerk