

GILFORD BOARD OF SELECTMEN'S MEETING
March 10, 2010
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, March 10, 2010, at 6:30 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 were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Deputy Fire Chief John Beland, Director of Public Works Sheldon Morgan, Town Clerk/Tax Collector Denise Morrissette, Deputy Town Clerk/Tax Collector Jennifer Mooney and Appraiser Wil Corcoran.

- 1. Non-Public Session** – Selectman Hayes moved to enter Non-Public Session at 6:31p.m., pursuant to RSA 91-A:3 II (a)(b)(c), to discuss the hiring/dismissal of Town employees and matters which, if discussed in public, would likely affect adversely the reputation of any person. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn, Police Chief John Markland, Deputy Police Chief Kevin Keenan and Executive Secretary Sandra Bailey.

Hiring/Firing of Town Employees – RSA 91-A:3 II (a)(b)

Chief Markland and Deputy Chief Keenan were in attendance to discuss their request to change the classification of Police Officer Wesley de Sousa from part-time to full-time. They spoke of his lengthy experience in Gilford where he is very familiar with the Town and its residents. They also provided the Board with their proposed scheduling for Officer de Sousa to attend the Police Academy.

Selectman Hayes moved to hire Wesley de Sousa as a full-time Police Officer at Grade 3, Step 2, with a probationary period through his graduation from the Police Academy. Selectman O'Brien seconded. Motion carried with all in favor.

After Chief Markland and Deputy Chief Keenan exited Non-Public Session, the Board reviewed a hardship abatement application.

Selectman Hayes moved to exit Non-Public Session at 7:00 p.m. and seal the minutes pertaining to the hardship abatement application. Selectman O'Brien seconded. Motion carried with all in favor.

- 2. Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
- 3. Announcements** – At this time, Chairman Benavides asked retiring Moderator Peter Millham to come forward to receive a presentation from the Board, accompanied by Alida Millham. Chairman Benavides presented a plaque of appreciation to Mr. Millham for his 39 years of service as Moderator for the Town of Gilford. He praised him for his dedication and service to the Town.

Town Clerk/Tax Collector Denise Morrissette also presented a letter of citation for Governor Lynch, as well as a letter of appreciation from Secretary of State William Gardner. Mr. Millham was very moved by the presentations and expressed his

appreciation for the recognition.

- 3.1. Chairman Benavides announced that the 2010 Census questionnaires will be received shortly and encouraged all residents to complete the forms.
- 3.2. Chairman Benavides read aloud the election results from yesterday's Town Meeting.

4. **Review/Approval of Minutes**

- 4.1. Selectman Hayes moved to approve the minutes of the regular session of February 24, 2010. Selectman O'Brien seconded. Motion carried with all in favor.

5. **Consent Agenda**

- 5.1. Selectman Hayes moved to approve the Consent Agenda for the period February 22, 2010 through March 5, 2010. Selectman O'Brien seconded. Motion carried with all in favor.

| <u>DOCUMENT DATE</u> | <u>DOCUMENT</u> | <u>MAP/LOT #</u> |
|-----------------------------|-------------------------------|-------------------------|
| 02/14/10 | Change of Status - Andrade | |
| 02/16/10 | Payroll Register | |
| 02/17/10 | Accounts Payable Manifest | |
| 02/22/10 | Payroll Register | |
| 02/22/10 | Notice of Lien | 224-051.000 |
| 02/23/10 | Accounts Payable Manifest | |
| 02/24/10 | Elderly Exemption - Fontaine | 224-074.004 |
| 02/24/10 | Veteran's Tax Credit - Callan | 266-034.010 |
| 02/24/10 | Abatement - Fairpoint | 224-017.000 |
| 03/04/10 | Appointment Form - Morgan | |

6. **Appointments**

- 6.1. **Wil Corcoran – Appraisal Department Update** – Mr. Corcoran was in attendance to provide a quarterly update to the Board. He advised them that abatements are down over the past year and the real estate market is changing. Currently, there are 100 single family homes for sale in Gilford on the MLS. He also reported that there were 33 monetary transfers of property in Gilford during January and February, which indicates that the market is much more active than it was during the same period in 2009.

Wil Corcoran stressed the importance of paying close attention to the commercial property market.

He also asked the Board of Selectmen for guidance in handling the “un-mergers”. He would like to see the process fair and methodical and stated that he would prepare a draft policy on this if directed by the Board. He thinks that this will be a massive undertaking and can provide options for the Board. He also encouraged the Board to seek legal direction.

Discussion ensued with the Board on this matter. Selectman Hayes questioned if the Town must take care of the “un-mergers”. Wil Corcoran replied that it is important to be consistent and publicize how the matter is handled. Selectman Hayes further questioned why the Town can't leave the situation alone, to which Mr. Corcoran replied that it is acceptable to do that now, but thinks we need to be fair and identify

the parcels affected by the involuntary merger process.

The Board thanked Mr. Corcoran for his update.

7. Old Business

- 7.1. 5K Walk/Run Event – Gilford Middle School Eighth Grade Class** – Chairman Benavides reported that the proposed route for the 5K Walk/Run Event, being sponsored by eighth grade class, has been changed so that it does not cross over Route 11-A. This alleviates the safety concerns expressed by the Board at an earlier meeting.

Selectman Hayes moved to authorize the eighth grade class to conduct a 5K Walk/Run Event on Saturday, March 20, 2010, utilizing the revised route provided by the School on March 3, 2010. Selectman O'Brien seconded. Motion carried with all in favor.

8. New Business

- 8.1. Water Supply Maintenance Capital Reserve Fund Request** – Chairman Benavides summarized a request from Fire Chief Hayes to have an invoice from Fathom Divers paid from the Water Supply Maintenance Capital Reserve Fund.

Selectman Hayes moved to approve a withdrawal from the Water Supply Maintenance Capital Reserve Fund for repairs to a dry hydrant on Governor's Island, in the amount of \$1,000. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.2. Building and Repair Capital Reserve Fund Request** – Before beginning the discussion on this request, Chairman Benavides commended DPW Director Morgan and his staff for their continued dedication in contributing to such a successful and well organized Town Meeting Election Day.

Director Morgan briefly reviewed his memo of March 1, 2010, requesting the use of the Building Repair Capital Reserve fund for unbudgeted repairs being done at the Fire Station. He also advised the Board that \$1,000 in unanticipated funds can be applied against the total bill.

Discussion ensued on the options available for the surface finish. Deputy Chief Beland stated that he thinks Option A (Gelcoat) is the best choice because the floor is less likely to crack.

Selectman Hayes moved to authorize the withdrawal of \$9,500 from the Building and Repair Capital Reserve Fund to complete repairs at the Fire Station, utilizing Option A (Gelcoat). Selectman O'Brien seconded. Motion carried with all in favor.

- 8.3. D.A.R.E. Donations** – Selectman Hayes moved to accept a \$250 donation from Meredith Village Savings Bank and a \$50 donation from Franklin Savings Bank. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.4. Use of Town Property (Powell Land) for Logging Access** – Selectman Hayes asked to speak to this matter. He stated that the Powell Lot is landlocked parcel that is owned by the Town of Gilford. Peter Pierce Logging has requested permission to

construct a logging road across this lot in order to access the Ernest Houle lot for logging purposes.

Town Administrator Dunn stated that he has concluded that the construction of this logging road could be construed as a legitimate land management practice that would make the Town land more accessible, in accordance with the provisions of the federal Land & Water Conservation Fund that provided financial assistance to the Town with the purchase of the land in 1981.

Selectman Hayes moved to authorize the construction of a logging road, approximately 2,100 feet in length, across the so-called Powell lot, for access to the Ernest Houle lot for logging purposes, with oversight to be provided by Town Forester Tim Nolin. Further, any proceeds from timber taken from Town land will be deposited into the recreation revolving fund for future use on the Powell land. Selectman O'Brien seconded. Motion carried with all in favor.

- 8.5. Glendale Dock #1 Rehabilitation** – Chairman Benavides reviewed a memo prepared by DPW Director Sheldon Morgan regarding the RFP process for the rehabilitation of Glendale Dock #1. The low bidder for the project was Winnepesaukee Marine in the amount of \$49,620.00. Selectman Hayes questioned when the work was going to take place.

Director Morgan stated that even though the contractor recommended waiting until the fall, the project will commence as soon as there is ice-out. In the event of concrete slab fracture, a temporary and safe replacement of wood could be used until a new concrete slab could be fabricated.

Selectman Hayes moved to accept the low bid of Winnepesaukee Marine in the amount of \$49,620.00 for work to commence within 30 days of ice-out. The funds for this project will be paid from the Glendale Dock Repair Capital Reserve Fund. Selectman O'Brien seconded. Motion carried with all in favor.

- 9. Public Input** – None.

- 10. Selectmen's Issues** – Selectman O'Brien asked if all Town advertising could be standardized. Town Administrator Dunn will take care of this.

Selectman Hayes asked if a sample ballot was available on the website, to which Town Administrator Dunn replied yes. He also recommended moving ahead with setting dates for the annual spring cleanup, with the endorsement of the Board of Selectmen.

Selectman Hayes moved to designate April 24, 2010 through May 2, 2010 as Spring Cleanup Days in Gilford. Selectman O'Brien seconded. Motion carried with all in favor.

Chairman Benavides stated that he has learned, through discussions with Town employees, they would like to be more involved in major decisions, such as those concerning healthcare. He added that Town Administrator Dunn has included Department Managers in decisions and he would like to see that practice continued. He asked the Board members to endorse this concept.

Chairman Benavides would also like to see the Town's payroll scales reviewed, since Town employees have made sacrifices.

Chairman Benavides supports the Police Station renovation project and would like to see it approved by the voters of Gilford.

- 11. Administrator's Report** – Town Administrator Dunn stated that his principal project has continued to be the upgrading of the Town's telephone system. He has also been working on the re-write of the Town's parking regulations.

He advised Board members that the Belknap County Delegation will be meeting on March 15, 2010 and he will be attending on their behalf.

He reported that a citizen has made a recommendation for a "launch only" guest pass for Glendale.

The FPC continues to be active and will have the project engineer attend the next meeting. The intent is to eliminate the geo-thermal aspect and have a new bid package sent out in the fall, with a proposal being submitted for the 2011 Town Meeting.

The Board will meet on the first and third Wednesdays in April – April 7th and April 21st.

- 12. Next Meeting** – Regular Meeting – March 24, 2010 at 7:00 p.m.

- 12. Adjournment** – With no further business before the Board, the Board of Selectmen's March 10, 2010 meeting was adjourned at 8:00 p.m.

Respectfully submitted,

John T. O'Brien
Clerk