

GILFORD BOARD OF SELECTMEN'S MEETING
May 26, 2010
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, May 26, 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 was Executive Secretary Sandra Bailey. Absent was Town Administrator Scott Dunn, who was on vacation.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief John Markland, Fire Captain Mike Balcom and Director of Public Works Sheldon Morgan.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements**
 - 2.1. Chairman Hayes read aloud a proclamation in honor of Justin Roper, who has recently attained the rank of Eagle Scout in Boy Scout Troup 243.
 - 2.2. Chairman Hayes read aloud a Certificate of Appreciation for the employees of the Department of Public Works, for their site preparation for the Fire Training Center, assisting the public during Residential Spring Clean-up Days and maintenance of the Town's roads, vehicles, sewers, buildings and grounds.
 - 2.3. Chairman Hayes announced that the Town Hall and Library will be closed on Monday, May 31, 2010, for the Memorial Day holiday. He also stated that the Town's commemoration begins at 9:30 a.m. at the Gilford Community Church parking lot.
3. **Review/Approval of Minutes**
 - 3.1. Selectman O'Brien moved to approve the minutes of the regular session of May 12, 2010. Selectmen Benavides seconded. Motion carried with all in favor.
4. **Consent Agenda**
 - 4.1. Selectman O'Brien moved to approve the Consent Agenda for the period May 10, 2010 through May 21, 2010. Selectman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
04/08/10	Change of Status - Farley	
04/23/10	Change of Status - Wolfe	
05/11/10	Accounts Payable Manifest	
05/12/10	AFSCME Contract	
05/12/10	Letter to A. Garfinkle	
05/12/10	Change of Status - Eastman	
05/12/10	Revised Parking Regulations	
05/12/10	TC Warrant - Sewer Rents	
05/12/10	TC Warrant - 2010 Property Tax Assessment	
05/12/10	Notice of Intent to Cut Timber - Lawless	228-001.000
05/12/10	Elderly Exemption - Grafe	223-415.000
05/12/10	Certificate of Appreciation - DPW	
05/15/10	Change of Status - Clarke	
05/17/10	Revised TC Warrant - 2010 Property Tax Assessment	
05/18/10	Letter to Gunstock Commissioners	
05/19/10	Notice of Intent to Cut Timber - Greenwood	228-116.000

05/20/10 Land Use Change Tax - Zebuhr
05/21/10 Change of Status - Bettez
05/23/10 Change of Status - Feehily

236-021.000

5. **Sheldon Morgan – Department of Public Works Update** – Director Morgan provided the Board with an update of his Department, including the Glen Bridge rehabilitation, Alvah Wilson sidewalk project, recycling revenues, Glendale Dock Facility, department medical leaves, road striping, road maintenance work, single stream recycling status and Potter Hill ski shack preservation.

Responding to a question on single stream recycling, Director Morgan reported that curbside pick-up would be costly to the Town. Chairman Hayes asked about traffic limitations on the Glen Bridge during construction. Director Morgan replied that it would be limited to one lane for a very short amount of time.

Selectman Benavides inquired about the State DOT recording traffic information at various times of the day, not just in the morning. Director Morgan stated that he would check with NH DOT on this matter.

6. **Old Business**

- 6.1. **Tree Pruning and Removal Request** – This matter was tabled from the May 12, 2010 meeting. Selectman O’Brien reported that Town Administrator Dunn looked into this matter with both him and Carolyn Parker from the Gunstock Acres Property Trust and confirmed that the property is owned by the Town.

For this reason, Selectman O’Brien moved to approve the request from Z.D. Tree Service, on behalf of Thomas Kelley, to prune a small number of live trees and cutting of dead trees, conditioned upon receipt of a completed “request to use municipal facility” form and an insurance certificate by the logger, with all costs borne by the Z.D. Tree Service/Thomas Kelley. Selectman Benavides seconded. Motion carried with all in favor.

- 6.2. **Resolution Establishing an Employee Benefits Committee** – Chairman Hayes briefly explained the purpose of this Committee, to be able to involve three non-union employees in making recommendations to the Board on various aspects of employee benefits.

Selectman O’Brien moved to approve the Resolution Establishing an Employee Benefits Committee. Selectman Benavides seconded. Motion carried with all in favor.

- 6.3. **Resolution Establishing a Bicentennial Committee** – Chairman Hayes read aloud the Resolution Establishing a Bicentennial Committee. Selectman O’Brien moved to approve the Resolution Establishing a Bicentennial Committee. Selectman Benavides seconded. Motion carried with all in favor.

- 6.4. **Lease Authorization – Republic First National** – Chairman Hayes briefly explained that although he has signed the lease documents for the purchase of breathing apparatus, as well as the Board approving the purchase, it is necessary for the Board to vote to authorize his signing the lease documents.

Selectman O’Brien moved to authorize Chairman Hayes to sign the lease documents

with Republic First National, for the purchase of breathing apparatus for Gilford Fire Rescue. Selectman Benavides seconded. Motion carried with all in favor.

7. New Business

7.1. Fuel Oil Agreement – 9/1/10 through 4/30/11 – Selectman O'Brien moved to approve the pricing agreement with Fred Fuller Oil Company, as presented, and authorize Finance Director Ruggles to sign on behalf of the Town. Selectman Benavides seconded, with the following comment: He would like to see the other bids that came in before voting on this agreement. He suggested waiting until the next meeting to vote on this matter, and if this is a problem, the Board will hold a special meeting to consider the agreement. Selectman O'Brien agreed and withdrew his motion; Selectman Benavides withdrew his second.

7.2. 22nd Annual Lake Winnepesaukee Relay Race – Police Chief John Markland was in attendance to explain his recent memo to the Board on this race. He explained that the area of the Allberg Inn, some congestion occurs because their parking lot is in use. Following brief discussion, Selectman O'Brien moved to approve the Lake Winnepesaukee Relay Race, scheduled for September 25, 2010. Selectman Benavides seconded. Motion carried with all in favor.

7.3. 10 Year Road Improvement Forecast – DPW Director Sheldon Morgan provided the Board with a 10 Year Road Improvement Forecast, which was recently requested by them. Director Morgan noted that the plan has not been completed to 10 years yet, but he will continue his work on it. He explained the criteria used throughout his report, one of which is the volume of traffic on each road. Chairman Hayes inquired if the Highway Maintenance Contract would need to be amended, given the fact that additional funds have become available and will be used for 2011 projects. Director Morgan replied no, that the costs will still remain under the contracted amount.

7.4. Request for Driveway Waiver – Sheldon Morgan explained the situation with the request for a driveway waiver from David and Krista Low of 9 River Road. The sight distance is problematic and not sufficient to approve the Driveway Permit Application without a waiver from the Board of Selectmen. Selectman Benavides expressed concern with abutter notification on this matter. Director Morgan stated that he could notify their abutters and provide them with an opportunity to provide feedback on the application.

Selectman O'Brien moved to approve the request for a driveway waiver for David and Krista Low of 9 River Road. Selectman Benavides seconded. Following further discussion, Selectman O'Brien withdrew his original motion and moved to table this application to the next meeting, following abutter notification. Selectman Benavides withdrew his second from the original motion and seconded Selectman O'Brien's new motion. Motion carried with all in favor.

7.5. Funds Transfer – Health Insurance Contingency Account to Parks & Recreation Health Insurance Account – Selectman O'Brien moved to approve the transfer of \$10,135 from the Health Insurance Contingency Account to the Parks & Recreation Health Insurance Account, to cover unanticipated additional health insurance costs. Selectman Benavides seconded. Motion carried with all in favor.

7.6. Confirmation of State Primary Location and Tie of Election – Selectman O'Brien moved to confirm the location of the NH State Primary as the Gilford

Middle School and the date and time as Tuesday, September 14, 2010 from 7:00 a.m. to 7:00 p.m. Selectman Benavides seconded. Motion carried with all in favor.

- 7.7. Set Date of 2010 Summer Town Forum** – The 2010 Town Forum was set for Wednesday, August 11, 2010 at 6:00 p.m.
- 7.8. Entertainment Permit – Boston Culinary Group – (Gunstock)** - Selectman O'Brien moved to approve the Entertainment Permit for the Boston Culinary Group for the period May 14, 2010 through May 14, 2011. Selectman Benavides seconded. Motion carried with all in favor.
- 7.9. Request for Fee Exemption – Outdoor Vendors and Transient Sales Ordinance** – Matt Schuster was in attendance to explain his request to the Board. He would like the Board to reduce or waive the fee (\$2,500) for him to be able to sell educational books door-to-door to earn money for his college tuition. He will not have merchandise with him and there is no requirement for payment until the books are delivered. Selectman O'Brien commented that the fee is high and that could have been done to eliminate this type of activity.

Selectman O'Brien moved to deny Matt Schuster's request to reduce or waive the \$2,500 fee for him to sell educational books door-to-door. Selectman Benavides seconded. Motion carried with all in favor.

- 7.10. Hiring of Seasonal Parking Enforcement Attendant** - Chief Markland asked the Board to approve the hiring of Clinton Phelps as a Seasonal Parking Enforcement Attendant at Glendale. The hiring of Mr. Phelps would have him in place for the upcoming Memorial Day weekend and bring the Department to full strength.

Selectman O'Brien moved to approve the hiring of Clinton Phelps as a Seasonal Parking Enforcement Attendant at \$10.50 per hour. Selectman Benavides seconded. Motion carried with all in favor.

- 8. Public Input** – none.
- 9. Selectmen's Issues** – Selectman Benavides suggested the Board make announcements at their September meetings to remind the public of the upcoming Lake Winnepesaukee Relay Race and the possibility of traffic congestion.

Selectman O'Brien brought up the recently approved parking regulations. He feels that they need to address the matter of no full-time parking in the Town's right-of-way, particularly during the winter. He would also like to see the fine reduced to \$25 for 2010, increasing to \$50 in 2011.

Selectman O'Brien moved to disallow regular full-time parking in the Town's right-of-way and to gradually increase the parking fines from \$25 in 2010 to \$50 in 2011. This motion was not seconded, so it did not go forward.

- 10. Administrator's Report** – none.
- 11. Next Meeting** – Regular Meeting – June 9, 2010 at 7:00 p.m.

- 12. Adjournment** – With no further business before the Board, the Board of Selectmen’s May 26, 2010 meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Gus Benavides
Clerk