

GILFORD BOARD OF SELECTMEN'S MEETING
June 23, 2010
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, June 23, 2010, at 6:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Kevin Hayes and Gus Benavides. Also were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey. Absent was Selectman O'Brien.

Staff members in attendance included Director of Public Works Sheldon Morgan, Finance Director Geoff Ruggles, Library Director Katherine Dormody, Recreation Director Herb Greene and Deputy Police Chief Kevin Keenan.

1. **Non-Public Session** – Selectman Benavides moved to enter non-public Session at 6:06 p.m., pursuant to RSA 91-A:3, II (d)(b), to discuss the consideration of the acquisition of real property and appointment of employees. Chairman Hayes seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Kevin Hayes and Gus Benavides. Also present were Town Administrator Scott Dunn, Executive Secretary Sandra Bailey and Town Clerk/Tax Collector Denise Morrissette.

After Town Clerk/Tax Collector Morrissette exited non-public session at 6:17 p.m., Selectman Benavides moved to appoint Karen E. Craver and Charles O. Hopkins as Special Police Officers for the period July 1, 2010 through June 30, 2011. Chairman Hayes seconded. Motion carried with all in favor.

Selectman Benavides moved to exit non-public session at 6:40 p.m. and seal the remaining minutes. Chairman Hayes seconded. Motion carried with all in favor.

The Board re-convened in regular session at 7:00 p.m.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations**
 - 3.1. Chairman Hayes announced that the Town Offices and Library will be closed on Monday, July 5, 2010, in observance of Independence Day.
 - 3.2. Chairman Hayes announced that the Summer Town Forum will be held on Wednesday, August 11, 2010 at 6:00 p.m. at the Town Hall.
 - 3.3. The new SAU Offices, located at 2 Belknap Mountain Road, will be dedicated on Saturday, August 28, 2010 at 11:30 a.m. (Old Home Day).
4. **Review/Approval of Minutes**
 - 4.1. Selectman Benavides moved to approve the minutes of the regular and non-public sessions of June 9, 2010. Chairman Hayes seconded. Motion carried with all in favor.
 - 4.2. Selectman Benavides moved to approve the minutes of the special session of June 16, 2010. Chairman Hayes seconded. Motion carried with all in favor.
5. **Consent Agenda**
 - 5.1. Selectman Benavides moved to approve the Consent Agenda for the period June 7, 2010 through June 18, 2010. Chairman Hayes seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
05/01/10	Change of Status - J. Beland	
05/18/10	Change of Status - Beaulieu	
05/26/10	Abatement - Srnec	213-013.014
05/26/10	Abatement - Von Bryce	203-004.000
05/28/10	Abatement - Demoulas	222-050.000
05/28/10	Abatement - McWalter	242-001.000
06/01/10	Payroll Register	
06/02/10	Accounts Payable Manifest	
06/02/10	Certificates of Award - Gilford Police Department	
06/02/10	Change of Status - Nazer	
06/03/10	Change of Status - Bettez	
06/07/10	Notice of Intent to Cut Timber - Pierce	234-001.000
06/07/10	Payment Request Form - Republic 1st National	
06/07/10	Abatement - Hamilton	216-009.005
06/07/10	Abatement Denial - Vita	216-029.000
06/07/10	Payroll Register	
06/08/10	Payroll Register	
06/08/10	Accounts Payable Manifest	
06/09/10	Entertainment Permit - Kelsey's at the Grant	
06/09/10	Abatement - Carter (5)	224-064.004
06/16/10	Deed Waiver - McCarthy	216-001.005
06/17/10	Abatement Denial - Ready	218-024.000

6. Appointments

6.1. Greg Goddard – Gunstock Bridge Construction – Greg Goddard, General Manager of the Gunstock Mountain Resort, was in attendance to update the Board on Gunstock’s plan to reconstruct the bridge on Area Road over Poor Farm Brook. Included in these plans will be improvements to the entrance of the resort with a taller, wider bridge structure.

Mr. Goddard further stated that this is a highly regulated project and all of the necessary permits are now in place. The construction will be divided into two phases, with the Area Road residential section upgrades taking place in June and July. After the Soulfest Event in August, the main entrance will be closed and the bridge reconstruction will commence.

Selectman Benavides inquired regarding the possibility of traffic disruption on Route 11-A. Mr. Goddard replied that he thought the disruption would be minimal, only possibly occurring during the actual paving. He also added that Gunstock staff spoke individually to each neighbor on Area Road so that they would be aware of the upcoming project. The goal is for the construction to be completed in mid-November with the paving occurring before the asphalt plants close for the winter.

The Board thanked Mr. Goddard for his presentation.

6.2. Katherine Dormody – Library Update – Director Dormody advised the Board that the four Summer Reading Programs at the Library are getting underway. She passed out copies of the newsletters for each program and provided the Board with examples of some of the materials that will be included in the programs. In addition, there are four authors visiting the Library this summer, as part of the programs.

Director Dormody reminded the Board that the Friends of the Library still have their

\$100,000 loan which was taken out for the library's construction. Town Administrator Dunn updated the Board on the sale of the original library lot. Gilford Village Knolls did not receive funding for expansion, so they will be requesting a six-month extension and applying for funding again.

Director Dormody stated that the Friends of the Library are looking forward to Old Home Day, which is one of their major fundraising events. They are currently seeking Committee members who will assist with serving pie and ice cream at that event.

In closing, Director Dormody reported that the trend with libraries across the country is moving towards a bookstore model, rather than the numerical Dewey Decimal System. She also stated that circulation is presently at 11% over last year at the same time, with that year being 26% over the previous year.

The Board thanked Director Dormody for her presentation.

- 6.3. Geoff Ruggles – Budget Report** – Finance Director Ruggles reported that his monthly budget report for May is very similar to previous months. Although revenues appear to have stabilized, they are still slightly below last year's level. Brief discussion ensued regarding when some of the State revenue is collected. The Board thanked Director Ruggles for his budget update.

7. Old Business

- 7.1. Liberty Tree at Village Field** – Chairman Hayes stated that this agenda item pertains to the planting of a Liberty Tree at the Village Field. The Recreation Commission has given a positive recommendation on the planting of this tree near the Gazebo. He further stated that he and his wife would like to donate this tree to the Town. Selectman Benavides extended a sincere thank you to the Hayes family for their generosity.
- 7.2. Additional Swim Raft Expenses** – Recreation Director Herb Greene informed the Board that additional costs, totaling \$866.00, have been incurred with the new swim raft at Gilford Beach. A roll-off dumpster cost \$498.00 to handle the disposal of materials and new anchor ropes and hardware cost \$368.00.
- Selectman Benavides moved to approve the payment of an additional \$866 from the Recreation Facilities Capital Reserve Fund for additional swim raft expenses. Chairman Hayes seconded. Motion carried with all in favor.
- 7.3. Ernest Houle Logging Request** – Selectman Benavides moved to table the request of Ernest Houle until the Town Forester has an opportunity to conduct a site visit. Chairman Hayes seconded. Motion carried with all in favor.
- 7.4. Sale of Town Land – Auction Contract** – Town Administrator Dunn reported that he has developed a list of seven (7) parcels that are recommended to be sold at auction on August 21, 2010, with minimum sales prices as indicated.

Selectman Benavides moved to authorize the sale of the seven properties, as presented, and to authorize the Town Administrator to sign an agreement with the McGlaughlin Group Auctioneers. Chairman Hayes seconded. Motion carried with

all in favor.

8. New Business

8.1. Cal Ripken Proposal for Improvements to Francoeur Field – Recreation Director Herb Greene advised the Board that a request has been received from the Cal Ripken League to install a warning track and some additional fencing at the Francoeur Field, at their own expense. The Recreation Commission has recommended that the Selectmen approve this request. Brief discussion ensued regarding the merits of the Cal Ripken League and the large number of participants.

Selectman Benavides moved to approve the request from the Cal Ripken League to install a warning track and some additional fencing at the Francoeur Field at their own expense. Chairman Hayes seconded. Motion carried with all in favor and the Board expressed their gratitude for these improvements to the Francoeur Field.

8.2. Stump Disposal Fees – DPW Director Sheldon Morgan provided the Board with an overview of his memo dated June 16, 2010 regarding the handling of chunk wood/stumps at the Town's Recycling Center. Fees for this type of disposal have been charged since the inception of the Recycling Center as a means of covering costs associated with their processing. He added that the fee structure is not in place for the Town to produce a profit and the question before the Board tonight is whether they would like to eliminate or reduce the existing fees. When asked for his recommendation, Director Morgan stated that he would like to leave the fee structure as is.

Laurie Greenwood of Wild Acres Road stated that she thinks that the Town does make a profit on the stumps and she is looking for a fee waiver in the disposal of her stumps. Chairman Hayes asked her why she does not have her stumps buried on her own property and Ms. Greenwood replied that it is impossible due to ledge and wetlands on the property. Selectman Benavides stated that although he understands Ms. Greenwood's position, it is the Board's responsibility to look out for all Gilford taxpayers. Therefore, he moved to deny Ms. Greenwood's request for a waiver. Chairman Hayes seconded. Motion carried with all in favor.

8.3. NH DRA Form PA-28 – Selectman Benavides moved to NOT use the NH DRA Form PA-28 (Inventory of Taxable Property) in 2011. Chairman Hayes seconded. Motion carried with all in favor.

8.4. Entertainment Permit – Gunstock Inn – Selectman Benavides moved to approve the Entertainment Permit for the Gunstock Inn for the period May 14, 2010 through May 14, 2011. Chairman Hayes seconded. Motion carried with all in favor.

8.5. Entertainment Permit – Meadowbrook (Boston Culinary Group) – Town Administrator Dunn reported that all Department sign-offs have been received for this Entertainment Permit. Selectman Benavides moved to approve the Entertainment Permit for Meadowbrook (Boston Culinary Group) for the period June 25, 2010 through June 25, 2011. Chairman Hayes seconded. Motion carried with all in favor.

8.6. CAMA Software Support Contract Renewal – Finance Director Ruggles explained the value of the support from Tyler Technologies for the Univers CAMA appraisal software and hosting of the online property assessment data base web site.

Selectman Benavides moved to approve the renewal contract between the Town and Tyler Technologies in the amount of \$7,125 for support of the CAMA appraisal software and hosting of the online assessment database for the period July 1, 2010 through June 30, 2010. Motion carried with all in favor.

- 8.7. Sewer Rates** – Finance Director Ruggles explained that the Finance and Public Works Departments have completed an annual review of the sewer rate calculations. They are proposing an increase in the Administrative Fee from \$14.20 to \$16.92 per quarter, or a 19.1% increase. This increase is due primarily to benefit re-distribution.

An increase in the Usage Rate is being proposed from \$4.63 to \$5.44 per 1,000 gallons used, or an increase of 17.5%. This increase is necessitated by increased capital charges by the Winnepesaukee River Basin Program and a reduction in the estimated total flow for 2010.

The Board concurred to hold a public hearing on these proposed sewer rate increases on Wednesday, July 14, 2010 at 7:00 p.m.

- 8.8. Unlicensed Dog Warrant** – Selectman Benavides moved to issue an unlicensed dog warrant to the Chief of Police for all unlicensed dogs as of June 15, 2010. Chairman Hayes seconded. Motion carried with all in favor.

Selectman Benavides stated that the Town is obligated to issue this warrant and the time needed to process it takes away from the resources of our Police Department. He urged all Gilford residents to take care of registering their dogs. Chairman Hayes added that all dog owners on the warrant received both a post card and phone call reminder.

- 8.9. Lakes Region Planning Commission Scenic Byway Committee** – Selectman Benavides moved to appoint DPW Operations Manager Dustin Muzzey to this Committee. Chairman Hayes seconded. Motion carried with all in favor.

- 8.10. Lakes Region Public Access Television Contract Renewal** – Selectman Benavides moved to approve the contract with LRPA-TV for the period July 1, 2010 through June 30, 2013, with expense to be paid from franchise fee revenues, and to authorize Town Administrator Dunn to sign the contract. Chairman Hayes seconded. Motion carried with all in favor.

- 9. Public Input** – none.

- 10. Selectmen's Issues** – none.

- 11. Administrator's Report** – Town Administrator Dunn reported that he attended the NH Municipal Manager's Conference last week and briefly described some of the matters covered during that conference.

He also reported that the Pine Grove Cemetery has been overrun with an infestation of grubs, which will lead to some costly repairs to the lawn there.

Town Administrator Dunn met with Architect Alan Yeaton this week regarding the Police Station renovation and expansion project. They will be seeking bids in the fall in

order to be able to present the project at the 2011 Town Meeting.

A custodian for the Library is in the process of being hired and the agreed upon contract cost will be well under budget for 2010.

12. Next Meeting – Regular Meeting – July 14, 2010 at 7:00 p.m.

13. Adjournment – With no further business before the Board, the Board of Selectmen's June 23, 2010 meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Gus Benavides
Clerk