

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

The Board of Selectmen convened in a regular session on Wednesday, November 10, 2010, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Kevin Hayes, John O'Brien and Gus Benavides. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Director of Planning and Land Use John Ayer, Town Clerk/Tax Collector Denise Morrissette Gonyer, Police Chief John Markland, Deputy Police Chief Kevin Keenan and Director of Public Works Sheldon Morgan.

1. Non-Public Session (6:00 p.m.)

- 1.1.** Selectman Benavides moved to enter non-public session at 6:02 p.m., pursuant to RSA 91-A:3, II (c) to discuss matters which may adversely affect someone's reputation. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Kevin Hayes, John O'Brien and Gus Benavides. Also present was Town Administrator Scott Dunn.

Selectman O'Brien moved to recess non-public session at 6:58 p.m. until the end of the regular meeting. Selectman Benavides 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 Board of Selectmen will meet in a special session on Thursday, November 11, 2010 at 1:00 p.m. because a quorum of the Board will be present to conduct a tour of the Lakes Region Mutual Fire Aid Association facility, located at 62 Communications Drive in Laconia.
- 3.2.** Chairman Hayes read aloud a notice of a special meeting to be held by the New Hampshire Department of Environmental Services (DES) regarding the Lower Liberty Hill Site on Tuesday, November 23, 2010 at 7:00 p.m. at the Gilford Public Library, 31 Potter Hill Road, Gilford.
- 3.3.** Chairman Hayes announced that the Town Offices and Library would be closed on Thursday, November 11, 2010 in observance of Veteran's Day.
- 3.4.** Chairman Hayes announced that the Town Offices and Library would be closed on Thursday, November 25 and Friday, November 26, 2010 for the Thanksgiving holiday.

4. Review/Approval of Minutes

- 4.1.** Selectman O'Brien moved to approve the minutes of the regular session of October 27, 2010. Selectman Benavides seconded. Motion carried with all in favor.

5. Consent Agenda

- 5.1.** Selectman O'Brien moved to approve the Consent Agenda for the period October 25, 2010 through November 5, 2010. Selectman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
08/20/10	Change of Status - Ayer	
10/13/10	Quitclaim Deed - Old Lakeshore Cooperative	224-046.034
10/18/10	Abatement - Delillo	252-016.038
10/22/10	Deed Waiver - Holland	252-016.133
10/22/10	Eviction Notice	224-046.030
10/22/10	Appointment Form - Carey	
10/22/10	Appointment Form - Stinson	
10/22/10	Appointment Form - Mooney	
10/22/10	Appointment Form - MacHaffie	
10/22/10	Appointment Form - Tinkham	
10/22/10	Appointment Form - Bray	
10/26/10	Fire Warden & Dep. Fire Warden Appts.	
10/27/10	Cartographics 2011 Maintenance Contract	
10/27/10	Mainstay 2011 Contract	
10/27/10	Sewer Abatement - Hillside-Lakeside Condo	267-153.000
10/27/10	2010 Tax Collector's Warrant - Prop. Tax Assess.	
10/27/10	Capital Cost Abatement - Autrey	254-133.000
11/01/10	NOITC - Lanigan	265-005.000
12/01/10	Change of Status - Powell	
12/01/10	Change of Status - Labarre	

6.0 Appointments

6.1 John Ayer – Department of Planning and Land Use Update – Director Ayer reported that his Department has completed its move to the lower level of the building. He provided the Board with an update of statistics for permits that have been issued to date in 2010.

Updating Senior Housing in Gilford, he stated that Brady Sullivan, owner of York Village, intends to complete construction with modular units. Wesley Woods has sold all of their existing units and will be proceeding with the completion of 24 more units. He also reported that the new fee schedule, which was recently approved by the Board of Selectmen, is now in place.

Director Ayer provided the Board with current statistics on “un-mergers” and vendor permits. Chairman Hayes inquired about the value of commercial construction, to which Director Ayer replied that this figure is down, as well as the number of permits being issued.

The Board thanked Director Ayer for his update.

6.2 Geoff Ruggles – Financial Update – Finance Director Ruggles provided the Board with a brief overview of the Town’s revenue, expenditure, tax collection and cash flow reports as of the end of October 2010. Expenditures continue to track at approximately \$200,000 under budget, while it is anticipated that Revenue will have a slight surplus of approximately \$50,000. Selectman O’Brien inquired about the overtime budgets of the Police Department. Director Ruggles replied that there has been significant over-time and it will appear in the November budget summary.

7.0 Old Business

7.1 2011 Budget Recommendations

7.1.1 Town Clerk/Tax Collector’s Office Staffing – Town Clerk/Tax Collector Denise Gonyer stated that the staff reduction has had a

negative impact in her office. She cited an instance where she was extremely short-staffed and mentioned that she may have to consider changing their hours. She stated that they are behind on monthly tax reports and her office still needs another person. She reported feedback at the recent election regarding the staff reduction as “the dollar does not match the service”.

TC/TX Gonyer further suggested increasing fees, such as those with motor vehicle registrations. Chairman Hayes asked TC/TX Gonyer to provide the Board with a proposal for revenue enhancements, to which Selectman O’Brien added that these revenue enhancements could still be pursued, regardless of the number of staff.

Selectman Benavides stated that when we use the words “revenue enhancement”, we need to call it what it really is, and that is taxes. He continued, stating that if we pursue this additional revenue, fees, taxes, etc. from the taxpayers of Gilford, it would be used for payroll for employees. TC/TX Gonyer replied that when services are cut back, revenues are also reduced.

- 7.1.2** Planning and Land Use Department Staffing – Director John Ayer stated that he also has concern with service to the community with the proposed staffing reduction in his office. In order to have office coverage, significant “juggling” will have to take place, which will impact service.

Selectman Benavides stated that according to the figures provided, the Department would still be issuing less permits in 2010 than they did in 1990. Selectman O’Brien recommended that Director Ayer coordinate the hours for office staff better so that he would not be the only person available for coverage. Chairman Hayes stressed the importance of a lean budget and asked Director Ayer to try to make this work before considering any reinstatement of staff. He added that the staff reduction in his office was not directed personally at any individual.

- 7.1.3** Community Band Funding – Chairman Hayes stated that several letters have been written which support the reinstatement of \$750 reduction in funding of the Community Band. He pointed out that this was also a difficult decision for the Board, who have strived to keep the 2011 budget level funded.

- 7.2 3-Way Stop at Ridgewood Avenue & Sunset Avenue** – Joe Polovick of Countryside Drive was in attendance to explain the petition he presented to the Board concerning the 3-way stop at Ridgewood Avenue and Sunset Avenue. Mr. Polovick stated that when construction was completed on Ridgewood Avenue, stop signs were installed. These stop signs have created varied opinions from residents and Mr. Polovick thinks that the speed issue could be addressed by reducing the speed limit. He does not think that the stop signs are a solution.

Ernest Goodwin of 4 Sleeper Hill Avenue addressed the matter of the 4-way stop at Ridgewood Avenue/Sleeper Hill Road/Morrill Street. He has resided there for many years and thinks that these stop signs have been successful in making the streets safer for both vehicles and pedestrians.

Carolyn Ellingson of 56 Ridgewood Avenue supports the presence of the 3-way stop and would also like to see speed bumps added to the road. Kristin Jarvi of 64 Ridgewood Avenue agrees with this and thinks that the stop signs are a small inconvenience for the safety concerns that they address. Blythe Gustafson of 38 Ridgewood Avenue was happy to see the stop signs and finally thinks that the road is safe enough for children to ride their bikes on.

Paul Warnick of 48 Ridgewood Avenue stated that the demographics of the neighborhood have changed over the years and there are more children living there. He thinks that the stop signs have reduced speed, which also makes it safer for residents pulling in and out of their driveways.

Selectman Benavides asked if there have been any prior studies done on this road. Finance Director Ruggles, who resides at 72 Ridgewood Avenue, stated that this has occurred twice in the past fifteen years, due to numerous complaints. At that time, the Police Department did perform a traffic study and their data supported the excessive speed on the road. Following brief discussion by the Board, they concurred that they would not be taking any action to remove the 3-way stop at Ridgewood Avenue and Sunset Avenue.

8.0 New Business

8.1 NH DRED – Grant Acceptance – Selectman O’Brien moved to accept a \$1,050 grant from NH Division of Forests and Lands for the purchase of protective clothing to be used in the suppression of wildland fires. Selectman Benavides seconded. Motion carried with all in favor.

8.2 Cartographics Online Maps Proposal – Selectman O’Brien moved to accept the proposal from Cartographics Associates of Littleton, NH to provide GIS internet services in 2011 for the amount of \$2,000. Selectman Benavides seconded. Motion carried with all in favor.

8.3 Disposal of Surplus Property – Selectman Benavides moved to authorize the sale of the Town’s 1974 Diamond Rio water truck to White Mountain Wood Grinding for the sum of \$2,000 to be paid as a credit against invoice for wood grinding services previously rendered.

8.4 Birch Hill Kennels Proposal – Brief discussion ensued regarding this unsolicited proposal to provide services for stray animals, which would result in a \$2,500 savings over the cost of the NH Humane Society. Police Chief Markland stated that the distance to Birch Hill Kennels is the same as that to the NH Humane Society. It was the consensus of the Board to table the matter at this time and have Chief Markland make contact with the Humane Society for further information.

8.5 Appointment of 2011 Boat Agent – Selectman O’Brien moved to appoint Denise Morrissette Gonyer as a Boat Agent for the Town of Gilford in the year 2011. Selectman Benavides seconded. Motion carried with all in favor.

8.6 Acceptance of Donations – Selectman O’Brien moved to accept the following donations for the purposes intended:

\$1,000 from the Gilford Rotary Club for the Fire Training Center
\$2,500 from a NHEC Foundation Grant for the Fire Training Center
\$25 from John & Shirley Woodward for cemetery restorations

\$45 from Judy Cott for a sign at Grant Cemetery

Selectman Benavides seconded. Motion carried with all in favor.

9.0 Public Input – Lynneann Milligan of 694 Cherry Valley Road expressed concern with the proposed budget cuts to the Parks & Recreation Department for hours and benefits. She is specifically concerned with losing certified employees at the Town Beach and feels that these cuts will result in the Town “going backwards”. She suggested that fees be increased to offset these costs. She further stated that the Town Beach is a bargain and people need to feel safe there.

Selectman Benavides clarified that elimination of part-time employee’s benefits is not geared to just this Department – it is Town-wide. Selectman Benavides further stated that he has no issue with increasing user fees within the Parks & Recreation Department and suggested that the Commission look into this.

Discussion ensued regarding how the Department’s programs would continue with the budget reductions. Chairman Hayes pointed out that this matter could be brought forward by the voters at the Budget Committee’s Public Hearing in January or the Deliberative Session, which is scheduled for February 9, 2011. He thanked Mrs. Milligan for her interest in the Parks and Recreation Department.

Allan Voivod of 50 Deer Run also supports the Parks and Recreation Department. He stated that their programming helped him to establish himself when he first moved to Gilford. He stated that he is willing to do more to boost their revenue and praised the staff for their dedication and hard work. Selectman O’Brien stated that since the Board of Selectmen represents many factions, it was necessary for them to make reductions in the 2011 budget.

Town Clerk/Tax Collector Denise Morrisette stated that in reference to the statement made by Selectman Benavides concerning increased revenues in her Department, the revenue would, in fact, be user fees that are paid to the Town, rather than DMV in Concord or the Belknap Mall. This increased revenue would not be raised from taxes.

10.0 Selectmen’s Issues – Selectman Benavides commended the Gilford High School Football Team, who will be playing in the State Championship game this Saturday against Newport. Selectman O’Brien also commended the Boy’s Soccer Team, who recently won their State Championship game.

11.0 Administrator’s Report – Town Administrator Dunn reported that he currently has three proposals for new phone systems. He has also recently acquired six more proposals from Belknap County, who also recently solicited proposals for a new phone system. He is hopeful to have a recommendation for the Board at their December 1st meeting.

He also updated the Board on proposed water system improvements at the fire station, which will cost under \$5,000, falling under the threshold for Board of Selectmen authorization. In addition, one of the things that had been budgeted was for a new heater at the fire station, to be tapped into the existing propane line. To accommodate this requirement, they need to have a two new propane cylinders installed and Town Administrator Dunn stated that he needs the authorization of the Board to have the propane supplier install the two tanks, at no cost.

Selectman O’Brien moved to authorize the installation of two propane tanks, at no cost. Selectman Benavides seconded. Motion carried with all in favor.

Town Administrator Dunn reported there have been no new developments with the issue regarding the Winnepesaukee River Basin project. He also stated that they continue to pursue various options to meet the Town's insurance needs.

12.0 Next Meeting – Regular Meeting – December 1, 2010 at 7:00 p.m.

13.0 Non-Public Session – Selectman O'Brien moved to re-convene non-public session at 8:25 p.m. Selectman Benavides seconded. Motion carried with all in favor.

Selectman O'Brien moved to exit non-public session at 9:11 p.m. and seal the minutes. Selectman Benavides seconded. Motion carried with all in favor.

14.0 Adjournment – With no further business before the Board, the Board of Selectmen's November 10, 2010 meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Gus Benavides
Clerk