

**GILFORD BOARD OF SELECTMEN'S MEETING
December 1, 2010
Town Hall**

The Board of Selectmen convened in a regular session on Wednesday, December 1, 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 Town Clerk/Tax Collector Denise Morrissette Gonyer, Recreation Director Herb Greene and Director of Public Works Sheldon Morgan.

1. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
2. **Announcements/Presentations**
 - 2.1. Chairman Hayes announced that the December meeting schedule for the Board of Selectmen has been changed to the first, third and fifth Wednesdays of the month. The two remaining meetings will be held on Wednesday, December 15, 2010 and Wednesday, December 29, 2010 to accommodate the holidays and year-end requirements.
 - 2.2. Chairman Hayes announced that the Town has received the third place award in the LGC's Town Report competition for communities within Gilford's population range. He thanked Sandra Bailey for her efforts in preparing the Town Report.
3. **Review/Approval of Minutes**
 - 3.1. Selectman O'Brien moved to approve the minutes of the regular and non-public sessions of November 10, 2010. Selectman 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 November 8, 2010 through November 24, 2010. Selectman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
09/23/10	Change of Status - DeNutte	
11/01/10	Accounts Payable Manifest	
11/01/10	Payroll Register	
11/02/10	Payroll Register	
11/02/10	Equalization Survey 2010	
11/03/10	2010 Real Property Exceptions - various abatements	
11/04/10	Change of Status - Jarvi	
11/04/10	Sewer Abatement - Boutwell	226-098.000
11/04/10	Bull Brook LLC - Sewer Abatement	201-009.000
11/08/10	Payroll Register	
11/09/10	Accounts Payable Manifest	
11/09/10	Payroll Register	
11/10/10	Quitclaim Deed - S. Gray	230-015.000
11/10/10	Notice of Lien - Pangburn	209-007.100
11/10/10	Tax Collector's Warrant - Sewer Rents	
11/10/10	Hardship Abatement (2)	224-049.016
11/10/10	GIS Internet Service Contract - Cartographics	
11/10/10	2010 Tax Deferral	211-028.000
11/10/10	Abatements (2)	211-028.000

5.0 Appointments

5.1 Wil Corcoran – Appraisal Department Update – Wil Corcoran reported that things have been quiet in the Appraisal Office. There are currently no court appeals, no cases before the BTLA and very few abatements. He also stated that the Town recently passed their certification process with the Department of Revenue Administration.

He provided the Board with various statistics regarding foreclosures and sales data. He also pointed out that New Hampshire has been experiencing a 10-20% loss of value, while many other areas of the country have had up to a 40% loss of value. In addition, “short sales” are not included in sales ratio data, only normal sales.

Wil Corcoran reported that he is aware of the reduction in the 2011 budget and he will strive to maximize efficiency and reduce costs.

Brief discussion ensued regarding foreclosure statistics over a five-year period. The projection for 2010 indicates a reduction from the 2009 rate from 76 to 45 in 2010, which is a positive trend.

The Board thanked Wil Corcoran for his update.

6.0 Old Business

6.1 Birch Hill Kennels Proposal – Selectman O’Brien moved to award the 2011 Contract for Services for stray animals to the New Hampshire Humane Society, in the amount of \$7,000. Selectman Benavides seconded.

Selectman Benavides stated that he appreciates the fact that the New Hampshire Humane Society was willing to reduce their cost for services to the Town. Motion carried.

6.2 Telephone System Update – Town Administrator Dunn reported that he recently learned that one of the two vendors he was considering for the new telephone systems has not included the cost of warranties in their proposal, which substantially increases their cost. The remaining vendor will be making a presentation to Department Managers next week. Town Administrator Dunn stated that he is optimistic that this will be a long term solution and reduce costs for the Town.

Selectman Benavides thanked Town Administrator Dunn for including the Department Managers in this process. Chairman Hayes inquired about the quotes received at Belknap County, to which Town Administrator Dunn replied that he is still waiting for additional information. He also reported that a professional evaluation was being conducted, at no cost to the Town, on the two vendor proposals that were being considered.

7.0 New Business

7.1 American Legion Request to Host Circus at Village Field – Don Vachon, representing the American Legion, was in attendance regarding this request. The Legion would like to host the Kelly-Miller Circus at the Gilford Village Field on July 2 and 3, 2011. Their current primary source of revenue, which is bingo games, has been greatly reduced with the state of the economy and this event would hopefully earn between \$3,000 and \$5,000.

The proposal calls for two shows each day and Mr. Vachon emphasized that the circus

is reasonably priced and family oriented. If permission is received from the Selectmen for the event, the Legion will then contact the School District for permission for parking in the school lots. Mr. Vachon stated that the Legion will be responsible for providing water, trash removal, police detail, etc. Selectman Benavides inquired about the possibility of the circus providing waivers regarding any Town liability, to which Mr. Vachon replied that they would be willing to provide this.

There is a capacity for 1,200 at each show, which utilizes portable bleachers. Selectman Benavides further inquired about the impact on Recreation Department staff. Mr. Vachon replied that he does not anticipate needing any staff but if they are needed, they will pay for them.

Discussion ensued regarding the viability of other sites in Gilford for the circus, as well as the impact on residents of Gilford Village. Selectman O'Brien recommended that the Legion utilize the Meadows for their circus, as it would be a great place for size and marketing, but the Legion was concerned about mud if it rained. When questioned regarding the number of cars, Mr. Vachon estimated each show would have approximately 300 cars. He also stated that a 300' by 300' site is required for the tent, which is actually 150' by 150'. This exact location would be determined in input from the Parks and Recreation Department. Town Administrator Dunn stated that if the Board wants to proceed with this, a public hearing would need to be held to comply with Gilford's Special Events Ordinance.

At this time, Recreation Director Herb Greene provided the Board with an overview of the concerns of the Commission. The primary concern was for field damage and the potential timeframe for repairs, with many other Recreation activities occurring on the field over the summer months. The Commission also expressed concern with the very early morning arrival of the circus, as well as the very late night departure.

More discussion ensued regarding the estimated attendance at Gilford Old Home Day, as well as the upcoming Gilford Middle High School Craft Fair. Selectman Benavides stated that residents of Gilford Village chose to live in this busy area, which has many other activities occurring throughout the year. Don Vachon clarified that the Legion does not intend to use the Village Field parking area for public parking. Rather, it would be used for parking for Legion volunteers.

Recreation Commission Chair Thom Francoeur stated that the fundraising is an excellent idea, but they have concerns with the arrival and departure times, as well as their primary concern, which is the condition of the field. Chair Francoeur also pointed out that Mr. Vachon stated that the circus will go somewhere else if they cannot utilize the Gilford Village Field. Town Administrator Dunn inquired about the possibility of utilizing the Gunstock Ski Area. Mr. Vachon replied that they have looked into Gunstock, but their user fees are very high.

Mr. Vachon stated that if the circus cannot be held in Gilford, they will most likely seek a location to the south. He emphasized that any damage to the field would be repaired immediately and because of their excellent reputation, many locations have the Kelly-Miller Circus return year after year.

Recreation Commission member Sue King stated that her primary concern is with potential damage to the field and struggle to repair it quickly if the weather is not favorable. Mr. Vachon emphasized the need for the Legion and the Town to work together. Selectman Benavides moved to hold a public hearing on Wednesday,

January 12, 2010 at 7:00 p.m. Selectman O'Brien seconded. Motion carried by a vote of 2-1 as Chairman Hayes voted no.

7.2 2011 Insurance Quotes – Town Administrator Dunn provided the Board with information regarding proposals for 2011 workers compensation, property-liability and unemployment insurance. Extensive discussion ensued regarding the different terms of the policies and bids received from Primex and LGC. Also discussed was the possibility of being able to group all insurance policies together and develop an RFP for that in the future. Town Administrator Dunn reported that, at this time, there are too many unresolved issues to develop an RFP. He also stated that only the worker's compensation insurance and unemployment insurance have January 1, 2011 effective dates.

Selectman Benavides moved to purchase worker's compensation insurance and unemployment compensation insurance from Primex, at a cost not to exceed \$83,169 and \$13,047 respectively.

7.3 2010 Town Report Quotes – Selectman O'Brien moved to accept the price quote from Select Print Solutions of Brookfield, MA, in the amount of \$4,766, for the printing of the 2010 Town Report. Selectman Benavides seconded. Motion carried with all in favor.

7.4 2011 Holiday Schedule – Chairman Hayes read aloud the listing of scheduled Town holidays for 2011. Selectman O'Brien moved to approve the 2011 Holiday Schedule, as presented. Selectman Benavides seconded. Motion carried with all in favor.

7.5 Appointment of 2011 Boat Agent – Selectman O'Brien moved to appoint Darlene Traquair of Silver Sands Marina as a Boat Agent for 2011. Selectman Benavides seconded. Motion carried with all in favor.

7.6 Abatement Request - Schubert – Selectman O'Brien moved to approve a 2010 property tax interest abatement for Mr. and Mrs. Charles Schubert, in the amount of \$104.63, due to a clerical error. Selectman Benavides seconded. Motion carried with all in favor.

7.7 Extended Use of Road Maintenance Funds – Selectman O'Brien moved to authorize the expenditure of up to \$14,500 in highway construction funds for Busby Construction for the screening of roadside loam for future use by DPW. Selectman Benavides seconded. Motion carried with all in favor.

7.8 FY 2011 Road Maintenance Offer – Director of Public Works Sheldon Morgan reported that this unsolicited offer was received from Wolcott Construction. He further stated that the Town has worked with Wolcott on many occasions and found them to be sensitive to small town funding issues. As a result of negotiating prices with suppliers that he will be able to pass onto the Town, a large cost savings will be realized.

Selectman O'Brien moved to accept the proposal from Wolcott Construction, Inc., to perform 2011 highway construction work for the DPW at a discount of \$7.00 per ton on top course and \$4.00 per ton on base course from the 2010, with all "dirt" prices from 2010 to remain in effect. Selectman Benavides seconded. Motion carried with all in favor.

7.9 Potter Hill Road Sliding – Gilford resident Eric Nachbaur was in attendance to express concern with numerous safety issues at the Potter Hill sliding area. Town Administrator Dunn clarified that the Town owns this property and is subject to a Conservation Easement from the Society for the Protection of NH Forests. Mr. Nachbaur provided extensive history and background information on the site over the years and the safety issues that have been witnessed, including the lack of fencing, lack of runoff space, danger from parked cars, lack of monitoring and lack of lighting, to name a few. Chairman Hayes questioned Mr. Nachbaur about personal responsibility when using the sliding hill, as there some obvious risks associated with it. Mr. Nachbaur agreed but still asked the Board to take a hard look at this situation before a serious accident occurs.

Sheldon Morgan added to Mr. Nachbaur's history of the site and stated that past attempts to install fencing have resulted in vandalism. He is hopeful of being able to plant trees that will limit eliminate the danger attributable to the build-up of speed, as well as preventing sliders from reaching the road. This solution will require the permission of the Society and take a couple of years to bring results. This is also true if any site work were to be proposed at the sliding area. Chairman Hayes suggested that he contact the Gunstock Ski Club, who has recently replaced their fencing and may have the original fencing available for the sliding area.

It was also recommended that appropriate signage be placed at the site, indicating that sliding is done at one's own risk. Mr. Nachbaur thanked the Board for allowing him this opportunity to present his views.

7.10 Request to Install Flower Receptacle – Belknap Mountain Road Bridge Guardrails – Selectman O'Brien moved to approve the request from Susan Leach to install flower receptacles on the Belknap Mountain Road Bridge, with sincere appreciation. Selectman Benavides seconded. Motion carried with all in favor. Director of Public Works Sheldon Morgan requested that the installation be done in such a way to not obscure visibility for motorists.

8.0 Public Input – None.

9.0 Selectmen's Issues – None.

10.0 Administrator's Report – Town Administrator Dunn reported that single stream recycling is now in effect at the Town's Recycling Center and a press release will be forthcoming shortly to announce it to the public. He also stated that there are many portions of the 2010 budget that are underfunded due to health insurance costs and would like guidance from the Board on whether or not to leave this items as is or transfer funds into Department budgets to cover them. It was the consensus of the Board to transfer funds into Department budgets to cover the underfunding of health insurance, if necessary.

A meeting will be held with Ray Burton next week regarding the role of the Advisory Committee to the Winnepesaukee River Basin Project.

Town Administrator Dunn will be attending a conference on technology and innovation this Friday, as well as a conference next Tuesday regarding collective bargaining.

Employee Performance Evaluations have been revised and will be coming before the Board for approval at a future meeting. A mobile home in Sargent's Mobile Home Park, which is owned by the Town, will need to be demolished.

Chairman Hayes asked Town Administrator Dunn to arrange for the Board to tour the Belknap County Sheriff's Office.

11.0 **Next Meeting** – Regular Meeting – December 15, 2010 at 7:00 p.m.

12.0 **Adjournment** – With no further business before the Board, the Board of Selectmen's December 1, 2010 meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Gus Benavides
Clerk