

GILFORD BOARD OF SELECTMEN'S MEETING

August 10, 2011

Town Hall

The Board of Selectmen convened in a regular session on Wednesday, August 10, 2011, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were John O'Brien, Gus Benavides and Kevin Hayes. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Deputy Police Chief Kevin Keenan, Fire Chief John Beland, DPW Director Sheldon Morgan and Police Sergeant Jim Leach.

1. **Summer Town Forum (6:00 p.m.)** – (separate minutes)
2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations**
 - 3.1. Chairman O'Brien announced that the Timberman Triathlon will be held on Saturday and Sunday, August 20 & 21, 2011.
 - 3.2. Chairman O'Brien announced that Gilford Old Home Day will be held on Saturday, August 27, 2011.
4. **Review/Approval of Minutes**
 - 4.1. Selectman Benavides moved to approve the minutes of the regular and non-public sessions of July 27, 2011. Selectman Hayes seconded. Motion carried with all in favor.
5. **Consent Agenda**
 - 5.1. Selectman Benavides moved to approve the previously signed items for the period July 25, 2011 through August 5, 2011. Selectman Hayes seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
04/29/11	Change of Status - Chitty	
04/29/11	Change of Status - Latosek	
05/24/11	Change of Status - Feehily	
05/25/11	Abatement Denial - Hardin	268-009.001
05/26/11	Abatement - Jacobsen	221-016.000
06/13/11	Abatement - Gehrish	218-021.000
06/16/11	Abatement - Cutter	221-046.000
06/21/11	Abatement - Aichinger	221-007.001
06/23/11	Abatement - Spindel	217-093.000
06/30/11	Change of Status - Blanchette	
07/01/11	Change of Status - Feehily	
07/13/11	Sewer Abatement - Wyman/Grubb	241-043.000
07/15/11	Change of Status - Feehily	
07/18/11	Payroll Register (2)	
07/19/11	Accounts Payable Manifest	
07/24/11	Abatement Denial - Haughey	220-006.000
07/25/11	Payroll Register	
07/27/11	NH DRA Application for Reimbursement Forest	
07/27/11	Cert. of Yield Taxes Assessed - Doloff	204-078.000
07/27/11	Abatement - Libbey	243-031.000
07/27/11	Abatement Denial - Lowe's	201-024.000
07/27/11	Speed Zone Regulation - Potter Hill Road	
07/27/11	2011 Sewer Rents	
07/27/11	Release of Lien - Jobin	224-046.033
07/27/11	Appointment Form - Nix	

07/27/11 Appointment Form - Eddy
07/27/11 Entertainment Permit - Patrick's Pub
07/28/11 NOITC - Houle

234-002.000

6.0 Appointments – none.

7.0 Old Business

7.1 Public Safety Employee Memorial Park (Route 11-A and 11-B Triangle)

(a) Selectman Benavides moved to accept the following donations, with sincere appreciation, for the flag fund: \$100 – Gunstock Inn; \$500 – Laconia Savings Bank; \$100 – Belknap Landscaping; \$50 – Patrick’s Pub; \$100 Lake Shore Park Association. Selectman Hayes seconded. Motion carried with all in favor.

(b) Town Administrator Dunn stated that a pre-hearing conference has been scheduled for Thursday, September 8, 2011, at 9:30 a.m. in Concord for the Town’s request for a hearing relative to the NH DOT denial of a driveway permit. As far as the State’s denial on moving the utility pole, Town Administrator Dunn asked the Board for direction on how they would like him to proceed with a response. Selectman Hayes asked DPW Director Sheldon Morgan if ownership of the triangle has been determined. Director Morgan replied that he is still waiting to receive copies of some of the documents that were referenced in the letter denying the driveway permit.

Selectman Hayes recommended that the Town be represented at the pre-hearing conference and urge the State to move forward with the realigning the intersection as soon as possible. The Board members concurred with this recommendation. In closing, he asked Director Morgan if he knew the sight distance on Route 11-A from the “T” intersection. Director Morgan responded that he did not know but would see that the Board did receive that information.

7.2 China Bistro Entertainment Permit Renewal – Attorney David Allen, representing China Bistro, reviewed some of the compliance matters associated with the temporary permit received in June 2011. He did provide the Board with a detailed accounting of a recent scuffle that took place outside of the club. The incident escalated so quickly that the security personnel there were unable to stop it from happening. Attorney Allen also advised the Board that the Gilford Police Department commended Lin Bi for the manner in which he handled the situation. Unfortunately, incidents of this type are part of the restaurant business, he further stated.

Selectman Hayes asked Deputy Police Chief Keenan if he agreed with this accounting of the incident, to which Deputy Keenan replied “yes”. Selectman Hayes moved to issue a Live/Unusual Entertainment Permit to China Bistro for the balance of the year, until June 30, 2012, subject to the following: noise does not exceed the present levels; compliance with the China Bistro Plan for Live Entertainment; and Unusual Entertainment would be limited to wet t-shirt and bikini contests only. At this time, Town Administrator Dunn pointed out that China Bistro’s liquor permit has expired since the beginning of this process and a copy of the new license would be required prior to the issuance of any permit. Selectman O’Brien seconded. Motion carried by a vote of 2-1. Selectman Benavides voted no.

8.0 New Business

8.1 Cartographics Software Support Contracts – Selectman Benavides moved to approve the renewal of a GIS Services Maintenance Agreement in the amount of \$500 and the PWIM Services Maintenance Agreement in the amount of \$500 with Cartographic Associates. Selectman Hayes seconded. Selectman Hayes advised Finance Director Ruggles that he has used the on-line tax maps and has found some problems with them. He asked if Director Ruggles could look into having these maps more user-friendly. Director Ruggles stated that he would look into it and it would be helpful to have some examples of what the issues are. Motion carried with all in favor.

8.2 Acceptance of Donation – D.A.R.E. – Selectman Benavides moved to accept the donation of \$47.43 for the D.A.R. E. Program and to authorize the expenditure for the intended purpose. Selectman Hayes seconded. Motion carried with all in favor.

8.3 Drainage Easement Deed – Cotton Hill Road – Selectman Benavides moved to accept a drainage easement deed along Cotton Hill Road as presented. Selectman Hayes seconded and commended the cooperation between the Blue Sky Enterprises and the Town. Motion carried with all in favor.

8.4 FY2012 Budget Preparation – Schedule/Outside Agencies/Goals & Objectives – Town Administrator Dunn asked the Board if they would like to spend a day meeting with Department Managers on their proposed budgets, similar to the format used over the past few years, and if so, would they like to schedule it for September 20th? Extensive discussion also ensued regarding the process to be used for the review of Outside Agencies. Selectman Hayes commented that Belknap County had indicated that they were going to devise a standardized format for Outside Agencies and suggested that Town Administrator Dunn contact the County Administrator for that information. He also stated that while he would like to have more information available, that he did not want the Board to meet with each individual agency.

Town Administrator Dunn then asked the Board for guidance for the Department Managers while preparing the 2012 budget requests. Selectman Benavides stated that he would like to see 0% growth. Town Administrator Dunn responded that there are different approaches to be used – would they like to see a flat tax rate or an even bottom line? Selectman Benavides responded that spending should not be increased.

8.5 Employee Resignations/Recruiting Authorizations – Selectman Benavides moved to accept the resignation of DPW Operations Manager Dustin Muzzey, with regret. Selectman Hayes seconded. Motion carried with all in favor.

Selectman Benavides stated that he would like to be able to pass on the savings of this vacant position onto the taxpayers of Gilford. Chairman O'Brien and Selectman Hayes concurred with Selectman Benavides.

Town Administrator Dunn stated that he has a plan to reinstate the position of Highway Superintendent, which will be a non-union employee. Selectman Hayes requested that Town Administrator Dunn prepare a model of the Department's structure at the next meeting. Selectman Benavides expressed concern that the elevation of employees would reduce the savings to taxpayers. Town Administrator Dunn stated that he proposes the hiring of a part-time, on-call employee for plowing snow, at an estimated cost of \$3,000 per year. This would still result in \$86,000 in savings to taxpayers. Town Administrator Dunn stated that his plan would save money and should not result in violations of the DPW Union Contract.

Selectman Benavides moved to accept the resignation of Police Officer Stephen Colcord, with regret. Selectman Hayes seconded. Motion carried with all in favor.

Selectman Benavides moved to approve the hiring process request of Police Chief Markland. Selectman Hayes seconded. Motion carried with all in favor.

8.6 Request to Close a Portion of River Road on August 15, 2011 – Selectman Benavides moved to approve the request of Elizabeth and James Tidd for a temporary road closure on River Road and detour traffic via Upland Drive, so that they can be connected to the Gunstock Acres Water District main line. Selectman Hayes seconded. Motion carried with all in favor.

8.7 Authorization to Vote in Favor of Construction of Single Stream Recycle Facility by Gilford Representative to CRSWRRC – DPW Director Sheldon Morgan informed the Board that he is seeking their authorization to use funds that have been saved over the years to construct a new single stream recycling facility. The Coop is looking to move forward with this project since Pinard Waste has also indicated that they plan to construct a single stream recycling facility, and the possibility

exists that some of the Coop's committed towns could switch to the Pinard Waste facility.

Selectman Benavides moved to authorize the support of the construction of a single stream recycle facility through the CRSWRRC. Selectman Hayes seconded. Motion carried with all in favor. Brief discussion ensued regarding the merits of single stream recycling and the possibility of eventually recycling food waste.

9.0 Public Input – none.

10.0 Selectmen's Issues – Chairman O'Brien commented on a recent letter written by Terry Stewart, in which he stated that the Selectmen have no backbone. Chairman O'Brien responded to this letter by stating that the Town is not involved with the School District's budget and the Board of Selectmen reports to the voters of the Town.

11.0 Administrator's Report – Town Administrator Dunn indicated that he has made progress with the resolution of the FairPoint bill and is looking forward to a credit in the amount of \$100,000. He further stated that the present phone system should ensure long-term savings.

12.0 Next Meeting – Regular Meeting – August 24, 2011 at 7:00 p.m.

13.0 Non-Public Session

13.1 Selectman Benavides moved to enter non-public session at 7:55 p.m., pursuant to RSA 91-A:3, II (a) (d) (c) to discuss employee compensation, the consideration of the sale/acquisition of real estate and matters which may adversely affect someone's reputation. Selectman Hayes seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen John O'Brien, Gus Benavides and Kevin Hayes. Also present was Town Administrator Scott Dunn.

Selectman Benavides moved to seal the minutes and exit non-public session at 8:45 p.m. Selectman Hayes seconded. Motion carried with all in favor.

14.0 Adjournment – With no further business before the Board, the Board of Selectmen's August 10, 2011 meeting was adjourned at 8:45 p.m.

Respectfully submitted,

J. Kevin Hayes
Clerk