

GILFORD BOARD OF SELECTMEN'S MEETING
November 9, 2011
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, November 9, 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 was Town Administrator Scott Dunn.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief Kevin Keenan, Sergeant Jim Leach and Recreation Director Herb Greene.

1. **Non-Public Session – 6:30 p.m.** Selectman Benavides moved to enter non-public session at 6:30 p.m., pursuant to RSA 91-A:3, II (c) to discuss matters which would likely affect adversely the reputation of any person. 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.

While in non-public session, action was taken.

Selectman Benavides moved to exit the non-public session and seal the minutes at 7:00 p.m. Selectman Hayes seconded. Motion carried with all in favor.

2. **Pledge of Allegiance** – The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations**
 - 3.1. Chairman O'Brien read aloud the rules of the meeting regarding public comment.
 - 3.2. Chairman O'Brien announced that the Town Hall would be closed on Friday, November 11, 2011 for Veteran's Day and on Thursday and Friday, November 24 and 25, 2011 for the Thanksgiving holiday.
4. **Review/Approval of Minutes**
 - 4.1. Selectman Benavides moved to approve the minutes of the Selectmen's sessions of October 18 and 26, 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 October 24, 2011 through November 4, 2011. Selectman Hayes seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
06/01/11	Change of Status - Cronin	
09/01/11	Change of Status - Ellsworth	
09/13/11	Change of Status - Lavin	
09/22/11	Change of Status - DeNutte	
10/03/11	Payroll Register (2)	
10/04/11	Change of Status - Raper	
10/04/11	Change of Status - Adel	
10/04/11	Change of Status - Hanks	
10/04/11	Change of Status - Daigle	
10/04/11	Change of Status - Skinner	
10/04/11	Change of Status - Clairmont	
10/10/11	Release of Lien - Bettez	213-020.000
10/11/11	Accounts Payable Manifest	
10/11/11	Payroll Register	

10/12/11	Payroll Register	
10/13/11	Notice of Lien - Raxter	224-046.001
10/17/11	Payroll Register (2)	
10/19/11	Change of Status - Thevenin	
10/21/11	Timber Tax Levy - Town of Gilford	234-001.000
10/21/11	Abatement - McGinley	210-010.002
10/24/11	Payroll Register (2)	
10/25/11	Sewer Abatement - Hickey	223-428.000
10/25/11	Accounts Payable Manifest	
10/26/11	Pole Licenses (3)	
10/26/11	Proclamation - E. Berghahn	
10/26/11	Right-of-way Permit - Cattabrigga	201-014.000
10/26/11	NOITC - Daniel Webster Council	261-001.000
10/26/11	Tax Collector's Warrant - Sewer Rents	
10/27/11	Notice of Lien - Rogers	224-049.085
10/31/11	Payroll Register (2)	
11/03/11	Tax Collector's Warrant - 2011 Property Tax	
11/04/11	Notice of Lien - Penney	201-009.023
11/09/11	2012 Boat Agent Authorization Letter	
11/19/11	Change of Status - Blanchette	

6. Appointments

6.1. Herb Greene – Parks & Recreation Department Update – Director Greene stated that his last update to the Board was in June. Since that time, the Parks & Recreation Department has been very busy with summer and fall programs. The weather over the summer was mostly favorable, leading to a long beach season. The beach was only closed for three days due to inclement weather.

The lifeguards performed one active rescue this past summer and performed first aid on forty-three (43) individuals. Attendance was good for swimming lessons and the summer arts and crafts program. New sports camps were also offered this past summer and the archery program was expanded. Other programs included Red Sox trips, Community Band concerts, golf and tennis lessons and Senior Momentum.

Old Home Day wrapped up the summer season on August 27th. Beautiful weather was enjoyed for most of the day, although with the onset of Hurricane Irene, evening events were moved to earlier times. Old Home Day was very successful and the Committee once again worked very hard.

The fall season has also been very busy with soccer programs, adult volleyball and the annual Halloween Happening event, attended by 150 children. Director Greene also highlighted many other fall activities and advised the Board that they are currently preparing for winter activities, including skiing and basketball.

Selectman Hayes inquired where the Department announces their adult programs. Director Greene replied that they are included in their program guide and press releases are sent out to local newspapers. E-mail blasts are another way to advise the public.

The Board thanked Director Greene for his presentation.

7. Old Business

7.1. Memorial Triangle –NH DOT Design Proposal – Town Administrator Dunn stated that in order to proceed with this project, he has solicited a bid from Paul Fluet, a division of Dubois &

King, for engineering services. Because of the cost involved, Town Administrator Dunn stated that he is not sure if this project is necessary. He further stated that the Town can have the flagpole and not have to remove the back part of Route 11-B to do so.

If the Board wishes to continue with the discontinuance of part of Route 11-B, NH DOT does require plans from the Town. Brief discussion ensued regarding whose responsibility it is for developing plans for the project. Selectman Benavides expressed concern with the cost and the fact that the project has not been put out to bid. Town Administrator Dunn pointed out that the Board went through an elaborate process in hiring the firm of Dubois & King as Town Engineers and as a result, they have established a reasonable fee schedule. Selectman Benavides then asked Selectman Hayes for his opinion on the bid cost. Selectman Hayes responded that he was pleased on two counts – that Mr. Fluet used some of his old data from when Town sewers were installed and that Mr. Fluet is now part of the Town's engineering firm of Dubois & King. He does not think that any of the items in Mr. Fluet's bid are too high.

Chairman O'Brien expressed concern that spending money for this project may be premature if the project is not to be completed for several years. Town Administrator Dunn responded that it is necessary to develop plans if the project is to take place. Selectman Hayes stated that he is in favor of the project and would like to see if additional steps can be taken to beautify the triangle.

Town Administrator Dunn stated that he is hopeful that there is sufficient site distance to discontinue a portion of Route 11-B, but this will not be definitely known until a plan is drawn. Selectman Hayes also pointed out that most likely, there will be additional costs involved in the project.

Selectman Hayes asked Town Administrator Dunn if someone from Public Works could go out and measure the sight distances, so that the Board will have some idea of the feasibility before spending the money. The Board concurred with this suggestion and tabled the matter to the November 30, 2011 meeting.

8. New Business

8.1. Request for Sewer Abatement – 29 Margaret Way – Selectman Benavides moved to approve an abatement of sewer fees at 29 Margaret Way in the amount of \$190.40 for a water leak that did not enter the sewer system. Selectman Hayes seconded. Motion carried with all in favor.

8.2. Request for Current Use Tax Abatement – High Point Lane – Town Administrator Dunn provided an explanation of the situation surrounding this request for an abatement. The property was taken out of current use and then a new buyer put it back into current use. During the 8-month lapse between these two owners, the Town assessed a current use penalty to the original owner, which has not been paid. Therefore, the new owner is contending that since the property is back in current use, the Town could assess a current use penalty in the future when it is removed from current use again. Otherwise, the property would be assessed two current use penalties.

Chairman O'Brien expressed concern that the parties involved did not provide due diligence at the time of the sale and that is why they are before the Board seeking an abatement. Further discussion ensued regarding the event that triggered the issuance of the current use penalty. Selectman Hayes moved that the Board require the collection of the current use change tax as stipulated, without interest and costs, if paid by December 9, 2011. Selectman Benavides seconded. Motion carried with all in favor.

8.3. Set Date for 2012 Deliberative Session – Selectman Benavides moved set the date for the 2012 Annual Town Meeting Deliberative Session for Tuesday, February 7, 2012 at 7:00 p.m. at

Gilford High School. Selectman Hayes seconded. Motion carried with all in favor.

8.4. 2011 Town Report Bid Award – Selectman Benavides moved to accept the low bid of \$4,596.58 from Country Press of Lakeville, MA for printing of the 2012 Annual Report. Selectman Hayes seconded. Selectman Benavides inquired about the number of Town Reports being ordered. Town Administrator Dunn stated that the number of copies printed is based upon the current needs. Based on further discussion, Selectman Benavides withdrew his previous motion and moved to accept the low bid from Country Press of Lakeville, MA for the printing of 1,400 Town Reports, at a cost not to exceed \$4,596.58. Selectman Hayes withdrew his previous second and seconded the new motion. Motion carried with all in favor.

8.5. Draft Site Sign Project – Chief Carrier – Town Administrator Dunn stated that the money is to purchase twenty newly identified Fire Department water sources for which the Town has received written permission to access. Benavides moved to authorize the expenditure of up to \$1,575 from the Water Supply Capital Reserve Fund for the purchase of signs identifying potential water source sites. Selectman Hayes seconded. Motion carried with all in favor.

8.6. Acceptance of Donations – Selectman Benavides moved to accept \$870 in donations and to allow such funds to be spent for their intended purposes as follows:

\$600 for the Fire Training Center (from Peter & Donna Pinckney, Laconia Fire Life Saving Fund, Eileen R. Lent, and Elinor D. Lewis); \$120 for the Bicentennial Fund (from Timothy W. O'Brien, Mark G. Corry, and Paula & David McDonald); \$100 for the Flag Fund (from Franklin Savings Bank); \$50 for the Car Seat Fund (from Jeremy & Nicole Hogan).

Selectman Hayes seconded. Motion carried with all in favor.

9. Public Input – Gail Ober, a reporter from the Laconia Daily Sun, but not a resident of Gilford, inquired how much money has been raised to date for the Flag Fund. Town Administrator Dunn responded that the amount raised is just under \$3,000. Ms. Ober further asked if part of the donation money would be used to offset costs for plans for NH DOT. Chairman O'Brien responded that the donated funds would be used for the flag and flagpole only.

10. Selectmen's Issues – Selectman Benavides stated an e-mail was received from a Gilford resident, asking the Board of Selectmen to not fill vacancies in the Fire Department. He asked Town Administrator Dunn to respond to this resident that it is the Board of Fire Engineers who is responsible for filling these vacancies and the Board of Selectmen has no authority.

Chairman O'Brien congratulated the Gilford Girls Volleyball Team for winning the State title.

Chairman O'Brien suggested that the Bicentennial Committee be invited to attend a Selectmen's Meeting to provide them with an update on their activities. They will be invited to attend the November 30, 2011 meeting.

11. Administrator's Report – Town Administrator Dunn stated that yesterday marked the passing of Stan Tokarz, husband of a Fire Department employee and local business owner.

NH DOT is sponsoring a culvert replacement project on Route 11-A over the West Alton Brook. A survey crew will be in the area, followed by a construction crew.

Tax bills were mailed yesterday, November 8th and in closing, Town Administrator Dunn stated that he would be on vacation starting this Friday for one week.

12. **Next Meeting** – Regular Meeting – November 30, 2011 at 7:00 p.m.

13. **Adjournment** – With no further business before the Board, the Board of Selectmen's November 9, 2011 meeting was adjourned at 7:40 p.m.

Respectfully submitted,

J. Kevin Hayes
Clerk