

GILFORD BOARD OF SELECTMEN'S MEETING
January 9, 2013
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 9, 2013, at 7:00 p.m., at the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH. Selectmen present were Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn and Executive Secretary Sandra Bailey.

Staff members in attendance included Finance Director Geoff Ruggles, Police Chief Kevin Keenan, Police Lieutenant Jim Leach, DPW Director Sheldon Morgan, Town Clerk/Tax Collector Denise Gonyer and Fire Chief Steve Carrier.

1. **Non-Public Session** - Selectman Hayes moved to enter non-public session at 6:30 p.m., pursuant to RSA 91-A:3,II,(e)(c)(b) to discuss pending litigation, matters which may adversely affect someone's reputation and hiring an employee. Selectman O'Brien seconded. Motion carried on a roll call vote with all in favor. Present were Selectmen Gus Benavides, Kevin Hayes and John O'Brien. Also present were Town Administrator Scott Dunn.

Selectman Hayes moved to approve the Stipulation Agreement with Deborah McDevitt Trustee, and authorize the Town Administrator to sign the agreement. Selectman O'Brien seconded. Motion carried with all in favor.

Selectman Hayes moved to authorize the hiring of Michael Kettel as a Seasonal Truck Driver at \$13.50 per hour. Selectman O'Brien seconded. Motion carried with all in favor.

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

2. **Pledge of Allegiance** - The Selectmen recited the Pledge of Allegiance.
3. **Announcements/Presentations**
 - 3.1. The Budget Committee will hold a Public Hearing on the Town Budget – Thursday, January 10, 2013, at 6:30 p.m., at Gilford High School
 - 3.2. The Town Hall and Library will be closed Monday, January 21, 2013 for Martin Luther King, Jr. Day.
 - 3.3. NH DES will hold a public informational meeting on Liberty Hill Coal Tar Waste Removal on Wednesday, January 23, 2013, at 7:00 p.m. at Gilford Public Library; the regular Selectmen's meeting will begin at 6:00 p.m.
 - 3.4. Chairman Benavides stated that the filing period for Town Offices begins on January 23rd and ends on February 1st, 2013. He read aloud the list of open offices.
4. **Review/Approval of Minutes**
 - 4.1. Selectman Hayes moved to approve the minutes of the December 26, 2012 meeting, as presented. Chairman Benavides seconded. Motion carried with Selectman O'Brien abstaining.
5. **Consent Agenda**
 - 5.1. Selectman Hayes moved to approve the previously signed items for the period December 26, 2012 through January 4, 2013. Chairman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
10/22/12	Change of Status - Hewitt	
12/01/12	Change of Status - Jensen	

12/07/12	Abatement - NES Trust	266-014.000
12/11/12	Accounts Payable Manifest	
12/12/12	Deputy Forest Fire Warden Appointment - Dion DeCarli	
12/12/12	Deputy Forest Fire Warden Appointment - Godin	
12/14/12	Change of Status - Tidd	
12/17/12	Payroll Register	
12/20/12	Notice of Lien - Conkey	201-011.017
12/23/12	Payroll Register	
12/26/12	Payroll Register(2)	
12/26/12	Accounts Payable Manifest	
12/27/12	Payroll Register	

6.0 Public Hearing

6.1 Issuance of Bonds or Notes in Excess of \$100,000 – Chairman Benavides stated that the public hearing is being held concerning the issuance of bonds or notes in excess of \$100,000 and is for the installation of town-wide radio communication system improvements. Since there were no comments from the public, he closed the public hearing at 7:10 p.m. Selectman Hayes commented that he is in favor of Option 8B and will comment further when the draft warrant is discussed later in the meeting.

7.0 Appointments

7.1 Steve Carrier – Gilford Fire-Rescue Department Update – Chief Carrier stated that the Fire Station roof has been successfully repaired and the Department is appreciative of the support of Town Administrator Dunn and Building Inspector Dave Andrade. There does appear to be a potential issue of inadequate insulation in the area over the kitchen, which will be monitored over the winter months and if necessary, be addressed later in the year.

Engine 4 is still being worked on by the Department of Public Works. Chief Carrier is hopeful that this will be completed by the middle of next week so that the truck can be towed to Tamworth for the pump replacement, with a goal of being back in service by March 1st.

The Department still has one employee recovering from an injury sustained in October 2012. His recovery will be a long process, although he has now begun physical therapy.

Year-end statistics indicate that 2012 has been the busiest year for the Department, a trend that has continued over the past four years. In addition, the number of inspections has increased, particularly heating system changeovers to gas. There has also been a slight increase in the number of chimney fires.

Gilford Fire-Rescue also provided details to events in Gilford, whose total participants exceeded 100,000. During those details, service was provided to 295 people.

On December 9th, members of the Department successfully resuscitated a man who had collapsed and was in cardiac arrest on Hazelnut Road. After his hospital stay, the gentlemen came into the Fire Station right before Christmas. There will be further information forthcoming on this matter.

Brief discussion ensued on the cost to date for repairs to Engine 4. Town Administrator Dunn advised the Board that a complete report on the costs will be forthcoming once the repairs are completed.

The Board thanked Chief Carrier for his presentation.

8.0 Old Business

8.1 FY2013 Budget/Annual Meeting Warrant

(a) Budget – Chairman Benavides stated that the Selectmen’s recommended budget is currently \$200 more than that of the Budget Committee. Selectman Hayes moved to amend the budget to match the Budget Committee recommendations, in the amount of \$11,758,436. Selectman O’Brien seconded.

Motion carried with all in favor.

(b) Draft Warrant Articles – Town Administrator Dunn stated that in view of the fact that the Board did not include any funding for Outside Agencies in the 2013 budget, they will all appear as “Not Recommended” by the Board.

Selectman Hayes moved to approve Article 8b, which authorizes the borrowing of not more than \$158,000 for the installation of town-wide radio communication system improvements, which adds \$158,000 to the 2013 budget, but is offset by revenue of \$158,000. He provided a brief explanation of why he thinks this is the best way to finance the project. Selectman O’Brien seconded. Brief discussion ensued regarding the views expressed by Budget Committee members regarding the best option for financing. Motion carries with all in favor.

Selectman Hayes moved to approve Article 9, in the amount of \$11,090,436, for the Town’s 2013 operating budget, to agree with the recommendation of the Budget Committee. Selectman O’Brien seconded. Motion carried with all in favor.

Regarding Article 19, on amending the allocation formula for the Ambulance Services Revolving Fund, lengthy discussion ensued. It was pointed out that the Budget Committee did not support the change because the change would continue forever. Selectman Hayes moved to not recommend Article 19. Selectman O’Brien seconded.

Fire Chief Carrier provided some background information on the intent of the Ambulance Services Revolving Fund, when it began. In recent years, it has become apparent that the account is underfunded for the capital purchase of an ambulance and the operating costs. He added that this problem of underfunding could be overcome by utilizing a lease/purchase agreement for financing a new ambulance. The Board of Fire Engineers thought that this allocation formula change would accomplish the goal of purchasing an ambulance without capital reserve funds.

Chairman Benavides gave Chief Carrier the opportunity to further discuss this matter with the Board of Fire Engineers, in the event they might want to withdraw the article. Chief Carrier indicated that they would be meeting on January 15th. Brief discussion also ensued regarding the problems associated with deferring the ambulance replacement.

Selectman Hayes withdrew his motion and Selectman O’Brien withdrew his second of the motion. The Board concurred to table this matter to give Chief Carrier an opportunity to discuss the article with the Board of Fire Engineers.

Selectman Hayes moved to recommend the approval of Article 25. Selectman O’Brien seconded. Motion carried with all in favor.

Article 26 – Selectman O’Brien moved to add the following verbiage to Article 26 – “following the example of many towns throughout the state”. He also included a change from one year to three years in the term. Chairman Benavides was asked to read the entire article aloud, which he did.

Following further brief discussion, the Board concurred to take no action on Article 26 at this time and table it to the next meeting on January 23rd.

9.0 New Business

9.1 Town Meeting Voting Location – Town Moderator Sandra McGonagle provided the Board with the reasons why she is recommending that the Town Meeting voting be relocated from the Gilford Middle School Gymnasium to the Gilford Youth Center. It would alleviate the School’s disruption that results from the election, as well as provide additional safety and security to students at the School. Since there is only one Town election this year, it would be a good opportunity to utilize the Youth Center on a trial basis.

Moderator McGonagle praised the cooperation of the School District, Police Department, Town Clerk/Tax Collector's Office and Department of Public Works for their contributions to making elections run smoothly. She has spoken with members of the Board at the Gilford Youth Center and they support the change in location.

Chairman Benavides questioned the adequacy of parking spaces at the Youth Center. Police Chief Keenan and DPW Director Morgan support the change in location and have counted 82 parking spaces at the Youth Center. Although this is less than the 137 spaces available at the Middle School, he is confident that the Police Department can handle any traffic/parking issues.

The Board concurred to support the relocation of the March 12, 2013 Town Meeting election from the Gilford Middle School to the Gilford Youth Center.

DPW Director Morgan pointed out that tarps will be needed to cover the gymnasium floor at the Youth Center. Chairman Benavides recommended that he ask the School District about the availability of borrowing their tarps.

9.2 Approval of Pole License – Saltmarsh Pond Road – Selectman Hayes moved to approve the pole license petition #41-0414 as submitted. Selectman O'Brien seconded. Motion carried with all in favor.

9.3 2013 NH Municipal Association Dues – The Board concurred to support waiting to see if NHMA and the Health Trust operations are going to improve for the benefit of its members.

10.0 Other Business – Town Administrator Dunn stated that John Goodhue has submitted his resignation as a regular member of the Conservation Commission, but would like to remain as an alternate member.

Selectman Hayes moved to accept the resignation of John Goodhue with deep gratitude and regret. Selectman O'Brien seconded. Motion carried with all in favor.

Selectman Hayes moved to appoint John Jude as a regular member of the Conservation Commission, with a term to expire on April 30, 2015. Selectman O'Brien seconded. Motion carried with all in favor.

Selectman Hayes moved to appoint John Goodhue as an alternate member of the Conservation Commission, with a term to expire on April 30, 2014. Selectman O'Brien seconded. Motion carried with all in favor.

11.0 Public Input – Laconia Sun Reporter Gail Ober asked for clarification of Article 26. She asked if this article would technically make two positions. Selectman Hayes responded that technically, it would. He added that there would be no changes except for title and appointment and confirmed that it would not change the salary structure.

12.0 Selectmen's Issues – Selectman O'Brien stated that he and Town Administrator Dunn are attending a seminar on Performance Appraisals, sponsored by Primex. He further stated that Primex is willing to come to Gilford and provide this training for Gilford employees.

Selectman Benavides praised Police Officer Curtis Mailloux for his professionalism during a recent incident. He also thanked Chief Keenan for a recent situation where another officer showed efficiency and professionalism.

Chief Keenan then advised the Board that the Department is re-implementing a program where the police officer on duty has lunch at one of the schools, either on a Wednesday or Thursday. This

program will increase police visibility at the schools.

- 13.0** **Administrator's Report** – Town Administrator Dunn stated that he anticipates that the Winter Maintenance Policy draft will be ready for the Board at their next meeting.

The Lakes Region Cable TV consortium is meeting tomorrow with their counsel.

Logs have been left on the Town's Warming Hut property on Potter Hill Road, without the permission of the Town. The logger will be advised that these logs must be removed as soon as possible.

- 14.0** **Next Meeting** – Regular Meeting – January 23, 2013 at 6:00 p.m., at the Gilford Library

- 15.0** **Adjournment** – With no further business before the Board, the Board of Selectmen's January 9, 2013 meeting was adjourned at 8:07 p.m.

Respectfully submitted,

John T. O'Brien
Clerk