

GILFORD BOARD OF SELECTMEN'S MEETING
January 23, 2013
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, January 23, 2013, at 6:00 p.m., at the Gilford Public Library, 31 Potter Hill 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, Police Lieutenant Kris Kelley, DPW Director Sheldon Morgan, Town Clerk/Tax Collector Denise Gonyer, Deputy Town Clerk/Tax Collector Jenn Mooney, Fire Chief Steve Carrier and Recreation Director Herb Greene.

1. **Pledge of Allegiance** - The Selectmen recited the Pledge of Allegiance.
2. **Announcements/Presentations**
 - 2.1. Chairman Benavides stated that the filing period for Town Offices begins today, January 23rd, 2013, and ends on February 1st, 2013. He read aloud the list of open offices.
 - 2.2. Chairman Benavides announced the following Deliberative Sessions:
School District – Tuesday, February 5, 2013 at 7:00 p.m.
Town – Wednesday, February 6, 2013 at 7:00 p.m.
3. **Review/Approval of Minutes**
 - 3.1. Selectman Hayes moved to approve the minutes of the January 9, 2013 meeting, as presented. Selectman O'Brien seconded. Motion carried with all in favor.
4. **Consent Agenda**
 - 4.1. Selectman Hayes moved to approve the previously signed items for the period January 7, 2013 through January 18, 2013. Chairman Benavides seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
08/26/12	Change of Status - Madon	
09/18/12	Change of Status - Mailloux	
11/12/12	Change of Status - DuVerger	
11/23/12	Change of Status - VanSteensburg	
11/30/12	Change of Status - Wall	
12/19/12	Change of Status - Bailey	
12/19/12	Sewer Abatement - Hazeltine	203-103.000
12/19/12	Sewer Abatement - Bousquet	227-165.000
12/28/12	Change of Status - O'Neill	
12/31/12	Payroll Register (2)	
12/31/12	Cert. of Yield Taxes Assessed	234-001.000
12/31/12	Cert. of Yield Taxes Assessed	261-001.000
01/01/13	Change of Status - Bettez	
01/01/13	Change of Status - Jarvi	
01/01/13	Change of Status - Baron	
01/01/13	Change of Status - Callahan	
01/01/13	Change of Status - Craver	
01/01/13	Change of Status - Crowell	
01/01/13	Change of Status - deSousa	
01/01/13	Change of Status - Doris	
01/01/13	Change of Status - Fasshauer	

01/01/13	Change of Status - Harris	
01/01/13	Change of Status - Jacques	
01/01/13	Change of Status - Kloetz	
01/01/13	Change of Status - O'Neill	
01/01/13	Change of Status - Stiegler	
01/01/13	Change of Status - VanSteensburg	
01/01/13	Change of Status - Wall	
01/02/13	Accounts Payable Manifest	
01/03/13	Abatement - Broderick	241-080.000
01/07/13	Certificates of Appreciation - Bicentennial Committee	
01/08/13	Payroll Register (2)	
01/08/13	Accounts Payable Manifest	
01/08/13	Tax Collector's Warrant - Excavation Tax	232-002.001
01/09/13	Application for Current Use - Bolotin	266-009.001
01/09/13	Timber Tax Levy	234-001.000
01/09/13	Timber Tax Levy	261-001.000
01/09/13	Appointment Form - Goodhue	
01/09/13	Appointment Form - Jude	
01/09/13	Petition & Pole License - Saltmarsh Pond Road	
01/10/13	Change of Status - Kettell	

5.0 Old Business

5.1 Resolution Establishing an Ad-Hoc Sewer Advisory Committee – Selectman Hayes moved to approve the Resolution Establishing an Ad-Hoc Sewer Advisory Committee as presented. Selectman O'Brien seconded. Motion carried with all in favor.

5.2 2013 Annual Town Meeting Warrant – Town Administrator Dunn advised the Board that all of the arrangements have been completed to hold the 2013 Town Meeting voting at the Gilford Youth Center. Chairman Benavides stated that the first item for discussion is Article 19, regarding funding of the Ambulance Services Revolving Fund, in which the Fire Engineers have proposed a change in the funding from 40% to 60%. He then asked Fire Engineer Bill Akerley to provide a brief explanation of the proposed change.

Mr. Akerley stated that the Fire Engineers are asking the Town to change the fund allocation from 40% to 60%, so that sufficient funds will be available for ambulance purchases and equipment. Although the next ambulance to be purchased will not have all of the necessary funds available in 2014, the Fire Engineers think that the fund will have sufficient money for future purchases, if the funding formula is changed.

Following brief discussion, Selectman Hayes moved to recommend Article 19 as written. Selectman O'Brien seconded. Motion carried with all in favor.

The next item for consideration is Article 26. Selectman Hayes moved to recommend Article 26 as written. Selectman O'Brien seconded.

Mark Corry questioned how the change proposed in Article 26 would work. Selectman Hayes responded that the Board does not foresee any changes now, but it would give them flexibility in the future. Mr. Corry further asked if this change would save money for the Town. Selectman Hayes responded no. Town Administrator Dunn pointed out that the position of Town Clerk would still be elected. Motion carried with all in favor.

Selectman Hayes moved to approve and sign the 2013 Annual Town Meeting Warrant, as presented with amendments. Selectman O'Brien seconded. Motion carried with all in favor.

5.3 Town Beach Replenishment – Recreation Director Herb Greene stated that the Recreation Commission has been reviewing the erosion issues at the Town Beach for some time now. He explained the areas of concern and indicated that because of the magnitude of the project, it will require a Dredge and Fill Permit for a major project. He stated that the funds he is requesting, to be withdrawn from the Recreation Facilities Maintenance Capital Reserve Fund, are to hire Belknap Landscape Company to prepare the application to eventually add sand to the Town Beach.

Selectman Hayes provided some suggestions to Director Greene of how to address the erosion issues at the far left side of the beach. He also recommended that, since the permit covers a period of five (5) years, that it include all of the proposed details of the project.

Selectman Hayes moved to approve the expenditure of \$2,700 from the Recreation Facilities Maintenance Capital Reserve Fund to hire Belknap Landscape Company to prepare a wetlands permit application to add sand to the Town Beach. Selectman O'Brien seconded. Motion carried with all in favor.

6.0 New Business

6.1 Approval of Pole License – Edgewater Drive – Selectman Hayes moved to approve and sign the pole permit license for pole #140/33 on Edgewater Drive. Selectman O'Brien seconded. Motion carried with all in favor.

6.2 Lakes Region Planning Commission Issues

(a) Selectman Hayes stated that he is in favor of asking the Planning Board to make a recommendation for a replacement representative to LRPC, to replace Dick Waitt, who recently passed away. Selectman Hayes moved to appoint Scott Dunn as the Town's Alternate to the LRPC Transportation Advisory Committee, for a term to expire on April 30, 2015. Selectman O'Brien seconded. Motion carried with all in favor.

(b) Chairman Benavides stated that the Board has an opportunity to inform DPW Director Morgan if there is any transportation projects in Gilford that they would like to see added to the Lakes Region Transportation Improvement Plan. Selectman Hayes inquired about the status of the NH DOT project to upgrade road signs, to which Director Morgan replied that it is scheduled to commence on April 1st. Selectman Hayes also pointed out a minor issue at the corner of Hoyt Road and Route 11-A, and stated he was not sure if this was the responsibility of the Town or the State. Director Morgan stated that NH DOT might be able to incorporate this change in their maintenance plan.

Director Morgan further clarified that the projects contained in the 10-Year Transportation Plan are planned construction, and if any other projects were added, some project(s) contained in the Plan would have to be removed. Town Administrator Dunn advised the Board that there is a proposed bill in the State legislature to raise the gasoline tax by \$.12 over three years, which would earmark 88% to the State and 12% to municipalities, through the State block grant.

6.3 Route 11 Clean-Up – Chairman Benavides stated that a request has been received from Nicholas Fleming to clean up the snowmobile trail along Route 11, between the Bank of New Hampshire building and Fay's Boatyard. Town Administrator Dunn stated that while this appears to be a worthwhile project, the snowmobile trail is located within the State of NH right-of-way and private land. Following brief discussion, Selectman Hayes moved grant permission for Mr. Fleming to clean up trash and vegetation along the snowmobile trail from the Bank of New Hampshire to Fay's Boatyard, contingent upon receipt of written permission from the State of NH and affected landowners, which is to be provided to Town Administrator Dunn by Mr. Fleming. Selectman O'Brien seconded. Motion carried with all in favor.

6.4 Abatement Request – An abatement request has been received from the Anne M. Morrissette Revocable Trust for \$15.84 worth of interest for a late tax payment that was the result of an end of the year transaction, in which the buyer was not aware that they were obligated to pay the taxes.

Selectman Hayes asked TC-TC Gonyer how this type of situation is typically handled, to which TC-TC Gonyer replied that typically the Board would not approve this type of refund. Selectman Hayes moved to deny the request of the Anne M. Morrisette Revocable Trust for an abatement of \$15.84 in interest charges. Selectman O'Brien seconded. Motion carried with all in favor.

7.0 Other Business – Town Administrator Dunn stated that he has received two resignations - from Recreation Assistant Tracie Bettez and Accountant Elaine Willett.

Selectman Hayes moved to accept the resignation of Tracie Bettez with regret and authorize Recreation Director Greene to advertise the position. Selectman O'Brien seconded. Motion carried with all in favor.

Town Administrator Dunn stated that he and Finance Director Ruggles will be evaluating the staffing situation in the Finance Department and make a recommendation to the Board concerning the resignation of Elaine Willett. Selectman Hayes moved to accept the resignation of Elaine Willett, with regret. Selectman O'Brien seconded. Motion carried with all in favor.

It has come to the attention of Town Administrator Dunn that the Town is currently paying \$82.72 per month for a phone booth located at the Glendale Docks. Selectman Hayes moved to discontinue this practice and have the phone booth removed. Selectman O'Brien seconded. Motion carried with all in favor.

Town Administrator Dunn stated that the Laconia City Manager is looking to assemble a working group that could discuss regionalization and sharing of ideas. They will be meeting on Friday, February 8th and he asked the Board members if any of them would be interested in attending. It was determined that either Selectman Hayes or Selectman O'Brien would attend.

8.0 Selectmen's Issues – none.

9.0 Administrator's Report – Town Administrator Dunn stated that he has received feedback from DPW regarding the Winter Maintenance Policy, which he will have available for the Board in the near future.

10.0 Next Meeting – Regular Meeting – February 13, 2013 at 7:00 p.m., at the Town Hall

11.0 Public Information Meeting (commenced at 7:00 p.m.) ***

11.1 NH DES – Lower Liberty Hill Coal Tar Waste Removal – The public information meeting began with the introductions of various representatives from NH DES, National Grid, Liberty Utilities and GEI Consultants. Following introductions, a PowerPoint presentation was reviewed that covered background information, the conceptual design, plans, specifications and a proposed timeline.

The remedial cleanup plan, RAA1, is an agreement between NH DES and Liberty Utilities, the current owner of the site. This plan calls for the removal of 45,000 cubic yards of contaminated soil for off-site treatment, as well as restoration of the site.

During the presentation, it was emphasized that the Town of Gilford's concerns need to be addressed, regarding issues such as the future use of the site, repairs to roads, third party oversight and an accelerated project schedule. Jim Ash, a representative from GEI Consultants, provided detailed information on the cleanup process, as well as plans and photographs. He addressed concerns that were expressed on dust and odor control, what would happen in the event of an emergency with the trucks transporting the material, erosion control and air monitoring.

It was pointed out that the project will be suspended during the winter months. In addition, another public informational meeting will be held next winter, with the actual project commencing in the spring of 2014 and lasting through much of 2015. Town Administrator Dunn introduced Attorney

Tupper Kinder and Dan Morrissey, a hydrologist from McDonald Morrissey. Attorney Kinder emphasized that the remedial cleanup plan follows the request of the Board of Selectmen to have a third party on site during the cleanup. Dan Morrissey pointed out some concerns that he has regarding the difference in the amount of contaminated soil to be removed, that was stated in the original plan in 2007, vs. the amount stated in the plan approved in 2012. Mike McCluskey of NH DES responded that Mr. Morrissey's concerns will be addressed. Jim Ash also indicated that he would address his concerns.

In closing, it was reiterated that this cleanup plan calls for the removal of 99.8% of the contaminated mass. Town Administrator Dunn stressed the importance of removing the stigma from the area and finding a suitable way to re-use the property, which will enhance the neighborhood. The public meeting closed at 8:20 p.m.

- 12.0 Public Input** – Laconia Sun reporter Gail Ober asked how members of the Ad-Hoc Sewer Advisory Committee would be chosen. Town Administrator Dunn replied that he would be advertising for volunteers.

Town Clerk-Tax Collector Denise Gonyer stated that in the event she is unable to continue her duties, the law provides for her Deputy to step in and take her place. She further stated that the voters of Gilford combined the two positions during the 1970's to save money and increase efficiency. In closing, she stated that the trend in the State is to combine the positions, not divide them.

At this time, (6:40 p.m.) the meeting was recessed until the Liberty Hill Informational Meeting begins at 7:00 p.m. ***

- 13.0 Non-Public Session** – Selectman Hayes moved to enter non-public session at 8:30 p.m., pursuant to RSA 91-A:3,II, (c)(a)(d), to discuss matters which may adversely affect someone's reputation, promotion of a public employee and conveyance of real estate. 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 was Town Administrator Scott Dunn.

Selectman Hayes moved to exit non-public session at 9:15 p.m. and seal the minutes. Selectman O'Brien seconded. Motion carried with all in favor.

- 14.0 Adjournment** - With no further business before the Board, the Board of Selectmen's January 23, 2013 meeting was adjourned at 9:15 p.m.

Respectfully submitted,

John T. O'Brien
Clerk