

GILFORD BOARD OF SELECTMEN'S MEETING
February 25, 2015
Town Hall

The Board of Selectmen convened in a regular session on Wednesday, February 25, 2015, 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 Richard Grenier. Also present was Town Administrator Scott Dunn.

Staff members in attendance included Finance Director Geoff Ruggles, Fire Chief Steve Carrier, Police Lieutenant Jim Leach, DPW Director Peter Nourse, DPW Operations Manager Mia Gagliardi, Highway Superintendent Brian DeNutte, Library Director Katherine Dormody, Town Clerk-Tax Collector Denise Gonyer and Executive Secretary Sandra Bailey.

- 1. Pledge of Allegiance** – Chairman O'Brien led the assembly in reciting the Pledge of Allegiance and read the rules of the meeting. He acknowledged the passing of prominent Gilford resident Polly Sanfacon and asked for a moment of silence.
- 2. Announcements/Presentations**
 - 2.1.** Chairman O'Brien announced that Town Meeting voting will take place on Tuesday, March 10, 2015, from 7:00 a.m. to 7:00 p.m., at the Gilford Youth Center, 19 Potter Hill Road.
 - 2.2.** Chairman O'Brien introduced DPW Director Peter Nourse and welcomed him to his new position within the Town. He provided a brief overview of Director Nourse's background and qualifications.
- 3. Review/Approval of Minutes**
 - 3.1.** Selectman Benavides moved to approve the minutes of February 11, 2015, as presented. Selectman Grenier seconded. Motion carried with all in favor.
- 4. Consent Agenda**
 - 4.1.** Selectman Benavides moved to approve the previously signed documents for the period February 9, 2015 through February 20, 2015 as listed. Selectman Grenier seconded. Motion carried with all in favor.

<u>DOCUMENT DATE</u>	<u>DOCUMENT</u>	<u>MAP/LOT #</u>
01/01/15	Change of Status - Doris	
02/02/15	Payroll Register	
02/04/15	Accounts Payable Manifest	
02/09/15	Payroll Register	
02/11/15	Accounts Payable Manifest	
02/11/15	Abatement - Bertholet	212-029.002
02/11/15	Sewer Abatement - Capadis	252-016.909
02/11/15	Sewer Abatement - Josten	227-204.000
02/11/15	Sewer Abatement - Flint	227-037.000
02/11/15	Sewer Abatement - Sims	267-211.029
02/11/15	Sewer Abatement - Kretschmer	267-211.029
02/11/15	Sewer Abatement - Silver Sands	223-098.000
02/11/15	Veteran's Tax Credit - Souter	254-047.000

5. Public Hearing

5.1. Ordinance Regulating Synthetic Drugs – Chairman O'Brien opened the public hearing at 7:03 p.m. There being no questions or comments, he closed the public hearing at 7:03 p.m.

Selectman Benavides moved to adopt the Ordinance as presented and thanked everyone involved in the preparation of the Ordinance, particularly Detective Sergeant Chris Jacques. Selectman Grenier seconded. Motion carried with all in favor.

6. Appointments

6.1. Katherine Dormody – Library Update – Director Dormody reviewed the monthly and yearly circulation charts that she prepared for the Board, followed by an update on staffing changes.

The Library's geothermal system has been running well in the cold weather. The meeting room floors are scheduled for maintenance on March 7th and will be done by an outside vendor this year. The building did develop a leak this winter, which led to having snow removed from it.

Director Dormody updated the Board on changes being made in anticipation of the new Library Automation software that will hopefully go live by the beginning of the summer. She also highlighted events occurring at the Library during the month of March.

Selectman Benavides commented on the increase in circulation since the new Library opened in 2008, stating that while some parts of the country are experiencing a decline in library usage, the Gilford Library continues to see an increase.

The Board thanked Director Dormody for her update.

6.2. Geoff Ruggles – Financial Update – Director Ruggles stated that as the Town enters a new budget year, they continue to see significant costs associated with winter storms. Despite the harshness of this winter, weather related costs in the Highway Department are comparable to 2014. Revenues are down nearly \$96,000 from last year, due mostly to delayed receipt of Highway Block Grant funds and Ambulance Fees. Motor vehicle fees are also down \$14,000 from January 2014.

As far as other expenditures are concerned, they are up \$235,000 over last year, due to the timing of an insurance payment and increased wage and benefit costs in the Police and Fire Departments.

In closing, he reviewed the status of property tax collections and cash flow.

The Board thanked Director Ruggles for his update.

7. Old Business – none.

8. New Business

- 8.1. Acceptance of D.A.R.E. Donation** – Selectman Benavides moved to accept the unanticipated donation in the amount of \$150 from Bank of New Hampshire with appreciation, and to authorize the expenditure of those funds for their intended purpose. Selectman Grenier seconded. Motion carried with all in favor.
- 8.2. 2015 NH Humane Society Agreement** – Selectman Benavides moved to approve the agreement with the NH Humane Society as presented and to authorize the Town Administrator to sign. Selectman Grenier seconded. Motion carried with all in favor.
- 8.3. Appointment of TC/TC Office Volunteer** – Selectman Benavides moved to approve the appointment of an unpaid volunteer, conditioned upon the signing of a written agreement. Selectman Grenier seconded. Motion carried with all in favor.
- 8.4. DPW Director Appointments** – Selectman Benavides moved to appoint Peter Nourse as a management representative to the Joint Loss Management Committee, Town representative to the Concord Regional Solid Waste/Resource Recovery Cooperative, Town representative to the Winnepesaukee River Basin Project, member of the Glendale Committee and the Town's alternate representative to the Lakes Region Planning Commission Transportation Advisory Committee. Selectman Grenier seconded. Motion carried with all in favor.
- 8.5. Asphalt Crushing Contract** – Selectman Benavides moved to accept the proposal of F.L. Merrill Construction to crush approximately 10,000 tons of asphalt for a not-to-exceed price of \$36,000, conditioned upon receipt of a certificate of insurance and a written contract. Selectman Grenier seconded. Brief discussion ensued regarding the cost savings involved in re-using asphalt, rather than purchasing it new. Motion carried with all in favor.
- 8.6. HB 547 – Taxation of Telecommunication Poles & Conduits** – Selectman Benavides moved to authorize the Town Administrator to oppose this proposed legislation. Selectman Grenier seconded. Town Administrator Dunn clarified that he would attend the hearing for this proposed legislation. Motion carried with all in favor.
- 8.7. Recycle Center Internet Service** – Selectman Benavides then asked for an explanation of why the internet is necessary for the Recycle Center. DPW Operations Manager Gagliardi provided Selectman Benavides with several examples of how having the internet would be beneficial at the Recycle Center, including having access to various companies for bidding information, checking market prices, use of e-mail and researching various subjects.

Selectman Grenier added that the Solid Waste Supervisor will be involved with the new Solid Waste Committee and will be responsible for much of that research, as well. Selectman Benavides agreed that this would be a worthwhile expenditure. Selectman Benavides moved to authorize the installation of a DSL internet service at the Recycle Center and to authorize the Town Administrator to sign a one year contract with FairPoint for \$36.99 per month. Selectman Grenier seconded. Motion carried with all in

favor.

8.8. Primex Multi-Year Program – Town Administrator Dunn advised the Board that the premium for Workers' Compensation insurance increased 12% last year because the Town did not have a Contribution Assurance Program (CAP) in place with Primex. Primex has re-evaluated this situation and is offering a 10% maximum increase, in return for making a two-year commitment with Primex. Brief discussion ensued regarding how the percentage increase in premiums depends on the claims made.

Selectman Benavides moved to approve the resolution to enter the Primex Workers' Compensation Contribution Assurance Program and to sign the CAP agreement as presented with the Chairman being authorized to sign. Selectman Grenier seconded. Motion carried with all in favor.

9. Other Business – none.

10. Public Input – none.

11. Selectmen's Issues – Chairman O'Brien stated that he would like to see the Board continue to pursue having a sign installed that will show where the Town Hall is located. Town Administrator Dunn stated that he is hopeful to have a more prominent sign installed at some point.

12. Administrator's Report – Town Administrator Dunn stated that they recently found out that vehicle H1, which is designated for the Director of Public Works, did not pass inspection and is no longer suitable to be driven on the road. It is anticipated that the new H1 will be coming from the Police Department, as surplus, when they hand down their Expedition.

The Police Station project is scheduled to get underway next week.

The Town is still working on removing a hazardous tree located in Lincoln Park. There is a fund available for this tree removal, but it is expected that this tree removal project will deplete most of those funds. This tree is very large and very close to a house, so it is not the type of project that should be awarded to the lowest bidder. Rather, it should be done professionally.

Town Administrator Dunn updated the Board on training sessions he will be attending in March.

As a result of the recent solicitation for board/committee volunteers, only one application has been received. Town Administrator Dunn suggested that as an additional measure, advertisements could be placed in local newspapers. The Board concurred to have Town Administrator Dunn place advertisements in local newspapers.

The new shed at the Recycle Center has arrived and been installed. The necessary utilities should be connected in the near future.

13. Next Meeting – March 11, 2015

14. Adjournment – With no further business before the Board, the Board of Selectmen’s February 25, 2015, meeting was adjourned at 7:32 p.m.

Respectfully submitted,

Richard Grenier
Clerk