

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
July 23, 2007
MINUTES**

Call to Order:

5:30pm Chairman, Stephen R. Barry, called the Meeting to Order.

Pledge of Allegiance to the Flag:

Chairman Barry asked all to rise and pledge allegiance to the Flag.

Roll Call:

Present: Stephen R. Barry, Chairman; R. Andrew Robertson, Vice Chairman; Joseph E. Stone, John Reagan, and Walter Hooker, Selectmen

Also Present: Cynthia Heon, Town Administrator; Kristine Morgan, Recording Secretary.

Opening of Bids

Heating Oil/2007-08 Season Bid

Chairman Barry read the Invitation to Bid for 25,000 gallons of Heating Oil for G. B. White Building, Public Works Building, Fire Department, and Library for the 2007-2008 Season and advised the notice was posted at the Town Clerk/Tax Collector's Office, Assessing Office, Town Hall, Mr. Mikes, Post Office, in the Union Leader, and in the Concord Monitor. Chairman Barry proceeded to open and read aloud the bids received.

A. **Buxton Oil (3 Options)**

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| 1. Locked in Rate | \$2.31 ⁹ /gallon |
| 2. Capped* Rate | \$2.59/gallon |
| 3. Rack** Rate | \$0.37/gallon over Rack Rate. |

* Rate would never go above \$2.59 but could go down if price drops.

** Price they pay for fuel from Sprague Energy in Newington, NH. Prices can change many times in one day; as of today's date, the Rack Rate is \$2.18/gallon.

Chairman Barry advised this was the only bid received for Heating Oil.

Selectman Stone suggested handing the bid over to Mark Tibbetts to review and return to the Board with his recommendation. Mr. Tibbetts advised he could give his recommendation now and stated he was more comfortable with the locked in price. He explained he likes to know a consistent amount; a fixed amount to count on.

MOTION: Vice Chairman Robertson made the motion to accept Mark Tibbett's recommendation to approve the locked rate of \$2.31⁹/gallon for Heating Oil for the 2007/08 Season from Buxton Oil. Selectman Stone seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.

GBW Roof Repair Bids

Chairman Barry read the Invitation to Bid for the G. B. White Building Roof Repairs and advised the notice was posted at the Town Clerk/Tax Collector's Office, Assessing Office, Town Hall, Mr. Mikes, Post Office, in the Union Leader, and in the Concord Monitor. Chairman Barry proceeded to open and read aloud the bids received.

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| 1. <u>A.W. Therrien Company</u> | \$33,995 |
| 2. <u>A. J.Desjardins Roofing Co., Inc.</u> | \$31,500 |
| Wood Nailer | \$3.50/lineal foot |
| Wood Decking | \$4.00/square foot |

- 3. Ultimate Exteriors (2 Options)
 - Hip Style _____ \$45,600
 - Hip Style _____ \$48,000
- 4. Multi-State Roofing \$51,130

MOTION: Selectman Stone made the motion to hand the bids over to Mark Tibbetts to review and return with his recommendation. Vice Chairman Robertson seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.

Water Conditioning System Bids

Chairman Barry read the Invitation to Bid for Water Conditioning Systems for the Central and South Fire Stations and advised the notice was posted at the Town Clerk/Tax Collector's Office, Assessing Office, Town Hall, Mr. Mikes, Post Office, in the Union Leader, and in the Concord Monitor. Chairman Barry proceeded to open and read aloud the bids received.

- A. Lindsay Water Conditioning, Inc. – E. Hampstead, NH
 - 1. \$4,300
 - 2. \$4,500(Pricing depending on equipment choice)
- B. Secondwind Water – Manchester, NH
 - 1. \$9,800/installed – full treatment
 - 2. \$800 and up – partial treatment
- C. Granite State Water Systems – Manchester, NH
 - 1. \$2,600 – Church Street Station
 - 2. \$2,475 – Birch Street Station
- D. All Pumps & Filters – Deerfield, NH
 - 1. \$8,548.58 – Both Stations

MOTION: Selectman Stone made the motion to hand the bids over to Mark Tibbetts to review and return with his recommendation. Vice Chairman Robertson seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.

Point of Order

Chairman Barry advised a roofing bid was placed in the bid folder for the water conditioning system and questioned if the Board desired to include the bid with the other roofing bids.

- 1. Skyline Roofing \$34,800

Selectman Stone indicated this bid was to be added to the other four roofing bids for Mark Tibbetts to review and return with a recommendation.

Southern NH Planning Commission (SNHPC)

Present: Mark Tibbetts, Fire Chief

Chief Tibbetts advised there have been some emails going back and forth with respect to the Hazard Mitigation Plan they are trying to construct with SNHPC. Chief Tibbetts indicated SNHPC was clearly informed to advise the committee before contacting the Deerfield Fair Association because their property is private property.

Chief Tibbetts advised the committee made arrangements for Selectman Reagan and Rick Pelletier to attend an Association meeting to explain Hazard Mitigation and how the Fairgrounds could be beneficial in the event of an emergency. Unfortunately, SNHPC went ahead and contacted the Association requesting pictures of their wellheads. Contact began

back in March and without the approval of the committee to speak with them. Chief Tibbetts advised he attended the Association's last meeting and was met with a very angry group. They have made it very clear they do not want their wellheads photographed for several reasons including terrorism and the fair. He advised there have been several phone calls from SNHPC to the Association as well as other committee members asking for the information to which the Association has clearly indicated they did not want pictures done; the property is private property.

Chief Tibbetts advised he contacted Jack Munn of SNHPC and informed him of the situation but Mr. Munn knew nothing about phone calls or letters being sent. Chief Tibbetts stated SNHPC keeps pursuing and asking for more and more information. For example, a representative was scheduled to view eight wellheads with Rick Pelletier but when he showed up, the list contained over sixty with the majority located on private property. Chief Tibbetts questioned how much they were supposed to do for SNHPC. Vice Chairman Robertson stated anything that takes a town employee away from their job should be coming through the Board of Selectman first for them to decide.

Selectman Stone recommended calling Jack Munn from SNHPC in for a meeting with the Board to explain what happened particularly with the email sent in March. He added the lack of knowledge with respect to the email is, in his opinion, an example of poor administration. Chief Tibbetts stated Greg Jones advised his "superior" gave him permission to contact the Association.

MOTION: Selectman Stone made the motion to have Jack Munn from SNHPC in for a meeting with the Board of Selectmen. Selectman Hooker seconded the motion.

Selectman Reagan advised he would like them to investigate other planning commissions they can work with. As far as he is concerned, SNHPC's performance has been poor on many different factors such as with the Master Plan. Selectman Reagan stated they are being used by SNHPC to gain grant money; he wants someone more interested in their needs and not just grants.

Cindy Heon, Town Administrator, advised the Town employees are sometimes unaware of what SNHPC expects until they arrive. She added they request something but things are at times very different when they show up.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.

Selectman Stone indicated he would also like Mr. Jones' superior present at the meeting with Mr. Munn.

Selectman Hooker questioned if there was a policy pertaining to non-town entities requesting town employees do something. Chairman Barry stated the entities come to them first.

Selectman Stone suggested having the Planning Board present at the meeting as well.

Chief Tibbetts commented they have been trying to keep on good terms with the Deerfield Fair Association from the beginning. The Association will be forwarding a letter to the Board of Selectman; Chief Tibbetts recommended the Board send a letter to the Association indicating it wasn't the Town's intentions for things to happen this way. Alex Cote, Road Agent, reiterated SNHPC was cautioned not to go to the Fair Association and not to go on private property but they did anyway.

Chairman Barry commented, with concern, the Board recently giving permission to allow SNHPC to link to the Town Website.

Highway Department

Present: Alex Cote, Road Agent

Road Repairs Update

Chairman Barry advised the Board requested Mr. Cote attend this evenings meeting because Vice Chairman Robertson was requesting an update on road repairs. Vice Chairman Robertson advised he spoke with Mr. Cote after the last Board meeting regarding residents approaching him with questions why dead end roads were being repaired instead of regularly used roads. Particular areas of interest included Meetinghouse Hill Road, Haynes Road, Ridge Road, and the bridges. Vice Chairman Robertson indicated he was primarily requesting an explanation he can give when asked for one.

Mr. Cote advised Meetinghouse Hill Road is being worked on now and Ridge Road is next. He added he was not concerned about the hole because a vehicle would need to go through a guardrail to end up in it. Mr. Cote stated Haynes Road is all set advising he was not going to pave the upper portion because it is slated to be done when Mt. Delight Road is paved. Mr. Cote stated he also wanted to discuss where they stood with Mt. Delight Rd with respect to the budget.

Mr. Cote stated a simple phone call to him could answer questions as they arise. Vice Chairman Robertson indicated there wasn't an issue with phone calls; the Board can ask for an update. Mr. Cote commented what he didn't understand was why residents weren't calling the garage with questions about these areas. He advised they have received calls on other areas and have addressed them as they come in.

Mr. Cote stated they fixed what they determined to be serious problems first. After addressing the real problems and getting things reasonably in hand, they are now ready to address some of the other areas that will take four or five days to repair. He advised some repairs that were not necessarily major repairs were done because they were in the area working. He was trying to fix things and utilize staff and equipment the best possible way.

Selectman Stone indicated he didn't get a lot of complaints but did get one regarding Mountain Road. He advised he called Mr. Cote and told him who called and asked him to contact the resident. Selectman Stone stated that's how things should be handled. He recalled a resident being there a few weeks ago expressing concern; if asked why Mr. Cote made a repair in a particular place, it is to make things safe. They asked Mr. Cote to make things safe that is what he is doing.

Vice Chairman Robertson indicated if calling Mr. Cote was what was preferred to do then fine but he wanted an explanation or update so he had something to tell people when they approach him. For example, the bridge on Nottingham Road; he has recently been over the bridge and found it to be in tough shape. Mr. Cote advised FEMA told them to stop on the repairs; in fact, they just got the okay to begin work again.

Vice Chairman Robertson questioned where they stood with respect to timeframe on the Middle Road and Candia Road bridges. Mr. Cote stated FEMA had an issue with paying for the Middle Road Bridge but that has been straightened out. The timeframe he was looking at was around September for both Middle Road and Candia Road bridges. Mr. Cote advised he was hoping to have more dates within the next day or so and would report them back to the Town Administrator.

Chairman Barry stated Mr. Cote has cleared up a lot of questions they had but it would not be a problem for him to occasionally come to talk to the Board of Selectmen.

Selectman Hooker referred to an email forwarded from a resident on Ritchie Road and questioned if the road was a private road. Mr. Cote advised they maintain approximately one half mile in to where there used to be a gate. Selectman Stone concurred they had an agreement with Epsom.

Waste Oil

Mr. Cote advised he received another \$2500 Waste Oil Grant and would like to purchase a 275 gallon indoor tank in addition to the tanks they get from the Transfer Station. His reasoning was the larger tanks will need to remain outdoors which will cause the oil to become heavy during the cold winter months. Having an indoor tank, will allow them to bring some inside during late Fall until spring.

FEMA Funds

Mr. Cote stated as of today's date, they have filed a gross amount of \$427,523.34 (PW Forms) less 25% so an approximate net amount of \$340,000 from FEMA. He advised there are three or four roads they are working on right now leaving approximately eight or nine left. Mr. Cote advised they were working on South Road and Mt. Delight Road.

Mr. Cote commented there was \$257,181 allocated for Road Reconstruction on Mt. Delight Rd; with the number of roads left to be done, was it too early to discuss whether he should begin lining up the repairs because he is going to be over budget. Chairman Barry commented it was included in his budget so it should be done. He suggested Mr. Cote sit with the Town Administrator and plan to fund it in a normal manner. Ms. Heon indicated Mr. Cote can do the repairs but they need to establish the point when the Highway Department is completely out of funds and look at the bottom line of the entire Town Operating Budget to be sure funds are available.

Selectman Hooker stated the Highway Department is at 90% and it's only a little over one half year. Ms. Heon stated they could continue on as long as they don't go over the entire Town Budget. If the entire Town Budget is in jeopardy of going

over, they will need to contact the Department of Revenue Administration (DRA) and go to the Budget Committee with the request to over-spend the budget and decide where the funds are to come from. Selectman Hooker commented that would be when they would have a special meeting. Chairman Barry stated they did not need to have a special meeting; Counsel advised not to have a special meeting.

Selectman Hooker questioned how they are determining what is normal spending and what is flood related spending. Mr. Cote advised everything is divided with flood related time, labor, and equipment, etc. being tracked. He advised FEMA is allowing additional things this year; he's had the guys out ditching because it's related.

Selectman Hooker questioned if there was a way to have two reports, one with regular numbers and one with flood numbers. Ms. Heon advised they can extract or get the numbers but she wasn't sure if she can get an exact budget report. Selectman Stone stated only for the Highway Department.

Selectman Hooker commented with all the expenses, he thought they would tell other departments to curtail spending but it appears they are not going to do so. Selectman Stone advised there is money held back; there is an approximate \$800,000 fund they can tap into without going to a special meeting; as long as everyone pays their taxes.

Selectman Hooker stated he would also like to see anything flood related for the Police Department; they had flood related expenses. Ms. Heon advised anything flood related had already been pulled out for FEMA; that is the information he is going to get.

Traffic Calming

Mr. Cote stated he and Ms. Heon met with Jerry Coogan, Town Planner, regarding traffic calming in front of the Library. There is now a second request to meet again. At the first meeting, Mr. Cote advised the paving done was only a base coat. When the Plan NH Charette was originally designed years ago, traffic calming islands were possible; that is no longer the case. Mr. Cote indicated Mr. Coogan asked him if he was willing to entertain painting lines for a sidewalk. Mr. Cote advised he would be willing and indicated they were to get everyone together to discuss ideas to bring to the Board of Selectmen.

Mr. Cote advised the Planning Board went to the Library to see about the idea of paving behind the Library but the Library said no. Now the Planning Board wants an additional meeting. Vice Chairman Robertson indicated his recollection of traffic calming islands was based on the ideas of Kate Hartnett. The island would start at the Deerfield Community Church and go up to the Library. Vice Chairman Robertson stated the idea is a recipe for disaster; the Board dismissed the idea because the road is too narrow and an island would take three or four feet out of the middle.

Mr. Cote advised they were now talking about the sidewalk issue. The Library doesn't want to move parking out back saying there is no room. Ms. Maureen Mann, as Library Trustee, advised she had no idea where the Library responses were coming from; they were not coming from the Trustees. Ms. Mann advised it was their assumption the sidewalk would be on the other side of the street but there was no formal request. She advised she did not recall anything coming up for the Trustees but she will check for information and advise.

Ms. Mann stated the whole concern is parking. She advised putting the wall in at the Library was to ensure parking for emergency personnel but two spaces is not enough for the Library. She advised it was made clear there would be more parking out back for the volunteers.

Ms. Mann added she would like to see a sidewalk that went all the way down to the Deerfield Community Church from the corner but its location was preferred to be on the other side of the street.

Selectman Stone commented they need to find out once and for all what the Library wants. They've indicated they want parking out front, then don't. Ms. Mann agreed and added she didn't know where the idea of no parking out back came from. She stated they did want to avoid Library employees to be the only ones getting the spaces.

Chairman Barry, with the Boards agreement, advised in respect to traffic calming, there were no other reasons for Ms. Heon and Mr. Cote to attend anymore meetings at this time.

Nonpublic Session

6:31pm Selectman Joseph Stone made a motion to enter a Nonpublic Session under RSA 91-A:3,II(c). Selectman Stone read the section of the Statute that applied to this Nonpublic Session. Seconded by Vice Chairman R. Andrew Robertson.

Roll Call Vote: Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

6:36pm The Nonpublic Session ended.

Minutes Sealed

MOTION: Selectman Joseph Stone made a motion to seal the Minutes to this Nonpublic Session as divulgence of information contained in those minutes might likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Vice Chairman R. Andrew Robertson.

Roll Call Vote: Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

No Action/No Decisions

There was no action taken or decisions made within this Nonpublic Session.

This section of the Minutes was Recorded, Transcribed and Respectfully Submitted by Cynthia Heon, Town Administrator.
Pending Approval by the Board of Selectmen.

Emergency Management Director's Position

Chairman Barry stated since the candidates for the Emergency Management Director's position were all present, they would move forward to that agenda item. Chairman Barry then questioned if the Board felt they need to go into a Nonpublic Session to which the Board agreed it was not necessary.

Interviews/Candidates for Emergency Management Director

Present: Linda Perry, Aaron Cady, Jim Cannon, Candidates
Also Present: Mark Tibbetts, Fire Chief and Colleen Guardia, Overseer of Welfare

Chairman Barry asked if the candidates would introduce themselves and give a little bit of their background. Ms. Linda Perry stated she was hoping to go into a Nonpublic Session, then advised she was not actually interested in the position but interested in the job description.

Mr. Aaron Cady stated he has been serving as a deputy for the last 3 or 4 years and believes, from what he saw from the floods; there was ample opportunity to improve some things. He advised he's served on Fire, Police, and Rescue Departments. He's been an instructor in NIMS (National Incident Management System) 100 and 200 courses as well as NIMS 700 courses.

Mr. Jim Cannon advised he's a resident, has spent the last 32 years flying, and was looking for a way to reconnect to the Town and State primarily as a Planner. He advised he is a systematic and compulsive planner, has a business background, and sees the position more as an external position to make sure everyone is getting the information they need. He added it seems, however, Mr. Cady has the credentials.

Ms. Perry commented she wasn't sure if this was a forum to express concerns or if it was only to speak with the candidates. She advised she got her information from The Forum and wants to make sure the Town is not just doing a "paper exercise" because it was a real event in her neighborhood. Chairman Barry reassured it was not a paper exercise.

Ms. Perry stated the Emergency Management Director position is a volunteer position. She advised she is certified to go into buildings after floods and stated the Bureau of Emergency Management System is in extremely rough shape. If Mr. Cady has the training, she would be willing to assist.

Vice Chairman Robertson advised the position entailed a lot more than washed out roads and bridges. It's a matter of getting help such as the National Guard if necessary not just rounding up the Fire and Police Departments. Selectman Stone added during the recent floods, he was very close for approximately 72 hours working with the three department

heads who all had their own duties/personnel to organize with Mark Tibbetts, Fire Chief primarily handling the entire operation. Selectman Stone stated it would be great to have one person supervising everything to take away some of the pressures on the department heads.

Selectman Stone commented many went above and beyond but there were so many different areas involved. He stated if there was a director in place, they could be making the call after call to the National Guard instead of Chief Tibbetts constantly needing to do it. They are looking for a person who is not necessarily trained but someone who can perhaps take classes to learn to work with everyone and head up operations; it's going to take a lot of volunteer time.

Selectman Hooker questioned if the Emergency Management Director would have a budget. Ms. Heon advised they would.

Mr. Cannon indicated he saw the position as a coordinator, not supervisor position; an external person working with outside resources to get the help each department needs. Chairman Barry advised the Director is to work as a central hub where everything goes in and out.

Mr. Cannon stated it was about creating relationships so that if he gets a call from Chief Tibbetts he can call in to get what is needed. Mr. Cannon advised the talent he has is that he knows a lot of people, has a lot of resources he can access to get money for the Town to stock up on necessary items, and can coordinate things with the understanding people know their jobs; they don't need him telling them what to do. Mr. Cannon added, with Mr. Cady's credentials, he may be the better choice.

Selectman Hooker questioned Mr. Cady and Mr. Cannon how much time they could put into the position. He asked if they are working, would they be able to get the time off in the event of an emergency. Mr. Cady stated people do what they have to do. Mr. Cannon advised he is in the process of selling his own business. Once the company is sold, he can give the position his full attention. Mr. Cannon indicated the buyer for his company only wants the software at this time however could want his help for sometime. Selectman Hooker questioned if he was on a plane somewhere and an emergency hit, he wouldn't be available. Mr. Cannon agreed stating there was that possibility but only for a short period of about a year and at this time, the buyer only is looking at his software not his services.

Mr. Cady stated they cannot expect someone to make themselves 100% available. Vice Chairman Robertson stated in April, they needed someone for five plus days, that person needs to be available as long as they are needed.

Mr. Cady indicated it would be beneficial for the Board to take some courses to understand the position is not a coordinator position; it's an "Incident Commander" position coming from good management principles that create a unity of command. If they let control get out of control then chaos ensues. People must follow the chain of command.

Mrs. Colleen Guardia, Overseer of Welfare, stated from her prospective, the most important part of the job is the planning and coordination that takes place ahead of an incident. It takes the ability to use outside resources but also takes coordinating and bringing people together such as people already working for the Town; it's a huge commitment.

Mr. Cannon advised he agreed they needed to plan ahead but during an incident, he didn't feel comfortable taking control and telling people how to do their jobs. He sees the position as a coordinator to make sure everything is prepared ahead of time. He doesn't believe people will respond well if someone comes in to supervise or take control; it won't be successful.

Mr. Cady stated if they expect the position to follow Federal mandate, then they need a person to delegate through a chain of command. That person would need to take responsibility if something should have been delegated but was not. It's like a family tree, let the Incident Commander know what is needed. You can grease wheels and put together a list of resources but you cannot plan for every incident; you need to compile resources.

Chief Tibbetts stated he agreed with Mr. Cady that not every incident is the same for example fire, not every one is the same but they must plan ahead, but to plan ahead, however, is a lot of work. The Emergency Management Director is supposed to be a resource out in the field for whatever they need. If a department asks for something, they need to get it. When an incident occurs, it involves a lot of hours; 40 to 60 hours nonstop and sometimes long stretches without sleep.

Mrs. Guardia commented Ms. Perry mentioned about her role back in April and questioned if Mr. Cady or Mr. Cannon were involved at all. Mr. Cannon advised he was in town but did not get involved because he didn't know who to contact.

Ms. Perry commented she was only involved because she lived next door and saw what happened to her neighbor's house so she was able to help him. Mr. Cady advised he wasn't involved because the Director didn't give him a call.

Chairman Barry suggested the Board come to the next meeting and plan to go into a Nonpublic Session to discuss everything. Ms. Perry stated the Board needed to decide on a job description. People need to know what to do and if they have training or need to get training. Chairman Barry stated they were getting a handle on it and were getting it together. Ms. Perry added there are a lot of resources other than the candidates here tonight.

Review of Outstanding Minutes

July 9, 2007

MOTION: Selectman Reagan made the motion to approve the minutes as written. Vice Chairman Robertson seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor with two abstentions. Selectman Stone and Selectman Hooker abstained from the vote because neither was present for the July 9, 2007 meeting.

Vouchers

1. Accounts Payable Voucher

MOTION: Vice Chairman Robertson made the motion to approve the Accounts Payable Voucher in the amount of \$45,940.43. Selectman Stone seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.

Signatures Not Requiring a Vote

1. Letter to Lt. Mike Greeley appointed to Chief of Police

Chairman Barry stated the letter lists the requirements and clearly outlines what they expect from him as Chief of Police. He questioned if the Board had anything else to add. Ms. Heon advised Lt. Greeley has seen the letter and stated the last sentence of the letter is his input.

Selectman Stone stated he would like to get into the salary aspect at the next meeting.

2. Permit/Display of Class B Fireworks – Old Home Day

Does the Board approve Chairman Barry signing the permit? The Board approved.

3. Appointment Form/Chief of Police

Chairman Barry advised this was to finalize the appointment of Chief of Police.

Ms. Heon advised August 1, 2007 at 9am would be when Lt. Greeley would be sworn in as Chief of Police.

Signatures Requiring a Vote

2. Request for Naming Roads/Woodcrest Drive

John DeFranzo and Janice DeFranzo
Map 414 Lot 46

Selectman Stone questioned the historical significance of Woodcrest Drive. Chairman Barry advised there was no historical significance but a reference to the character of the area.

MOTION: Selectman Reagan made the motion to approve Woodcrest Drive. Selectman Hooker seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.

Correspondence

1. Letter from Steve Barry/Deerfield – Candia Perambulation

All markers found and in correct place; the perambulation of the Deerfield – Candia line is complete.

Selectman Hooker questioned if they used GPS. Chairman Barry advised they tried but it didn't work. They tried three different locators but ended up 150 feet away.

Selectman Hooker questioned if they have GPS Coordinates for every marker. Vice Chairman Robertson advised he's used accurate GPS Maps but still couldn't find the markers. Chairman Barry stated they can find the markers when using historical notes, adding thanks to Fran Menard and Cindy Tomilson, they were able to find them right away.

2. SNHPC

RE: Community wide Petroleum Assessment Grant.

3. Letter/Robert Kilham – Permit for Freeses Pond

RE: Mr. Kilham and fellow water commissioners are working on the NHDES Request.

Unfinished Business

Selectman Stone advised he found information in his door left by Roger Hartgen regarding solar lighting for the Flag Pole. He stated he was preparing to present the solar lights and installing a Flag Pole in the Old Centre Rd Cemetery at the next American Legion Meeting.

Other Business

Selectman Hooker commented the Government Buildings Budget is 62% spent and Insurance is 64% is spent; it would be good to find out what is causing the expenses for the next meeting.

New Business

Chairman Barry commented, in the past, the Board moved their meeting times to help accommodate his work schedule and questioned if the time still worked for the Board. The Board agreed the current time was fine.

Town Administrator's Report

1. SNHPC – Background Information Re: Fairgrounds

2. Update on Evaluation Process and Wage Scale

3. Police Department

A. Police Cruiser out of commission due to an issue with the transmission. The repairs are being assessed.

B. Lt. Greeley will be absent this upcoming Friday.

C. Lt. Greeley is reviewing emails containing Police Department questions and will respond.

4. August 1, 2007 at 9am

Swearing in Police Chief in the Town Clerk Tax Collector's Office.

5. Budget Packets

Packets will be going out within the next 5 to 7 days.

6. Emergency Management Plan Template

The EMP template is ready to go out for review when the Emergency Management Director is named.

Citizen's Comments

Ms. Maureen Mann requested if it was possible to receive a copy of the Police Chief requirements letter. The Board agreed it was public information and to release a copy. Ms. Mann indicated she would contact Ms. Heon during the week for a copy.

Adjournment
7:15pm

MOTION: Vice Chairman Robertson made the motion to adjourn the meeting. Selectman Stone seconded the motion.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor.