

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
June 16, 2008
MINUTES**

Call to Order:

6:00 pm Chairman of the Board of Selectmen, Stephen R. Barry, called the Meeting to Order.

Pledge Allegiance to the Flag:

Chairman Barry asked all to rise for the pledge of allegiance to the Flag.

Roll Call:

Present: Stephen R. Barry, Chairman; R. Andrew Robertson, Vice Chairman;
John Reagan, Walter C. Hooker and Alan O'Neal, Selectmen

Also Present: Cynthia Heon Town Administrator

Opening of Bids:

Point of Clarification:

Chairman Barry noted the Agenda reflected "Awarding of Bid". The correct wording is "Opening of Bids". The award would not take place this evening.

1. James City Road Bridge Replacement

Chairman Barry read the invitation to bid for the replacement of the James City Road Bridge and indicated the places where the invitation was posted and the newspapers the invitation was published in.

Chairman Barry questioned if anyone in the room had bids they had not turned in. There were none.

The bid results were as follows:

Schibbellhute Construction	Deerfield	\$ 63,000
Maynard Construction Company	Concord	\$ 75,840
W. Rollins Excavation	Deerfield	\$ 46,700
DBU Construction, Inc.	Epsom	\$ 63,500
Farnese Construction Co.	Newmarket	\$120,550

The Board of Selectmen directed the bids received for replacement of the James City Road Bridge be given to the Highway Agent, Alex Cote, for review. Mr. Cote is to return to the next meeting with his recommendation.

Opening of Quotes/Central Fire Station:

1. Overhead Doors

R. G. Tombs Door Co., Inc.	Hooksett	\$565
Fimbel Paunet Corporation	Merrimack	\$770
Overhead Door Company of Manchester	Londonderry	\$830
Central Garage Door Company	Pittsfield	\$825

The Board of Selectmen directed the quotes received for the overhead door at the Central Fire Station be given to Mark Tibbetts, Building Maintenance, for review. Mr. Tibbetts is to return to the next meeting with his recommendation.

2. Insulation

Quality Building Products	Nashua	\$2,140
Builders Installed Products	Manchester	\$2,040

The Board of Selectmen directed the bids received for insulating the Central Fire Station be given to Mark Tibbetts, Building Maintenance, for review. Mr. Tibbetts is to report to the next Selectmen's Meeting with his recommendation.

Government Buildings:

Present: Mark Tibbetts, Maintenance Supervisor

- Bids for Winter Heating Oil

Mr. Tibbetts researched prices on heating oil by calling Buxton Oil, Dead River, Rymes and Fred Fuller. The price is going up but the companies were quick to point out there is a lot of room for the price to come down. Mr. Tibbetts suggested waiting a little longer, perhaps mid-August before the bid goes out. Mr. Tibbetts didn't want to see the Town locked into a high price.

One option that was mentioned was a portion of the fuel could be locked in but not the whole amount. The total number of gallons used is 25,000. Mr. Tibbetts requested he and Mrs. Heon watch the pricing for heating oil and have the bid notice ready to go when the prices take a turn downward.

Vice Chairman Robertson asked what the numbers looked like currently. Mr. Tibbetts stated the prices range from \$4.59 to \$4.89 a gallon. The Board agreed to wait and send the bid out when the Town could hopefully get a better price.

IT Department:

Present: Bonni McPherson, Technician

Mrs. McPherson came before the Board to discuss computer needs. Older PC's are in need of replacement. The only new workstation created will be in Parks and Recreation. What Ms. McPherson has found is that rather than buying all brand new units, which were priced for the budget, looking at refurbished units at a cost of \$600 to \$800 is a better option. Not all of the units may come with the same warranty. They would be purchased as they are located. The Board of Selectmen agreed with the plan. Prior to purchase, Ms. McPherson will show Mrs. Heon what is being considered. Vista is not an option for the Town at this time as power and memory bugs are not worked out. The refurbished units will hopefully have XP PRO.

Selectman Barry found the proposal reasonable.

Selectman Hooker asked if software was included with the refurbished PC's. Ms. McPherson stated some have preloaded software and if not, the Town could compensate with some of the registered versions of Microsoft Office 2003 or Windows 97. Some Departments do not need the newest features to run efficiently.

It was questioned if the Library was getting replacement units and the answer was yes. Selectman Hooker thought Windows versions 98 and 2000 should be replaced but it may not be a requirement for what some departments may need. Mr. Hooker was sure Ms. McPherson would be looking out for the best interest of the Town when looking at the refurbished machines. Ms. McPherson indicated the Town has registered versions of software.

MOTION: Selectman John Reagan made a motion to approve the recommendation of Ms. McPherson regarding the purchase of computers. Seconded by Vice Chairman R. Andrew Robertson.

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

Review of Outstanding Minutes/June 2, 2008:

MOTION: Selectman John Reagan made a motion the minutes of June 2, 2008 be approved as written. Seconded by Vice Chairman R. Andrew Robertson.

The following corrections were noted:

Page 7 of 12 Third paragraph from the bottom, "MOTION:", first sentence; replace "Liberty" with "O'Neal Garage".

Page 8 of 12 Third paragraph from top, second sentence, replace "Liberty" with "O'Neal Garage".

Page 11 of 12 Second paragraph from top, first sentence; replace "2009" with "2008".

VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor to approve the Minutes of June 2, 2008 with the above noted corrections.

Vouchers:

1. Payroll Manifest \$44,564.42

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the Payroll Manifest in the amount of \$44,564.42. Seconded by Selectman John Reagan.

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

Point of Information:

Chairman Barry noted for the record Secretary Diane LaFrance was unable to attend this evening's meeting. Mrs. Heon will be taking the minutes.

Vouchers Continued:

2. Accounts Payable Manifest \$458,389.17

The Board noted a voided and re-issued check for the Deerfield School District. All was in order.

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the Accounts Payable Manifest in the amount of \$458,389.17.

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

Signatures Not Requiring a Vote:

- Timber Tax Levies/Certification of Yield Taxes Assessed

Chuck A. Ferrerone/Janine Ferrone	Map 409 Lot 14
Scott Kilgore/Tierra Investments	Map 210 Lot 9
	Map 210 Lot 9.1
Matthew Perrone	Map 415 Lot 66
Matthew Perrone	Map 415 Lot 67

Ben Carlson	Map 409 Lot 50
Donald Fisher/Patricia Fisher	Map 406 Lot 29
Richard Potavin	Map 413 Lot 75
Arthur Cutter/Ann Crowley	Map 413 Lot 69
Nellie Rollins	Map 209 Lot 35

Review of Correspondence:

- Copy of Letter/Fire Chief, Mark Tibbetts

Follow up to questions the Deerfield Volunteer Fire Department had concerning reimbursement during the April floods.

- E-Mail/Doug Brown

Mr. Brown questioned if his Veterans Exemption had been approved. He was advised that it had and the exemption would be reflected in the December 2008 bill.

- E-Mail/Mary Dillon

Mrs. Dillon wants to replace the weeds in Peg King Park with perennials and is looking for donations. Any assistance will be appreciated.

- E-Mail/Joanne Wasson

Ms. Wasson wrote with concern for cemeteries located in the Ridge Road area where ditching is being done. The e-mail was forwarded to Alex Cote, Highway Agent. Mr. Cote has responded to Ms. Wasson's concerns.

- Letter/Resignation/Donna Cisewski

MOTION: Selectman Walter Hooker made a motion to accept, with regret, the resignation of Donna Cisewski. Seconded by Vice Chairman R. Andrew Robertson.

Discussion: Chairman Barry stated the resignation is effective July 4, 2008. The Board asked a letter be sent to Mrs. Cisewski thanking her for 14 years of dedicated service to the Town and that her presence will be missed.

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

- Part Time Assessing Position

The part time clerical position, in the Assessing Office, will also be open as of July 7, 2008.

The Board authorized Mrs. Heon to post both positions.

- Public Notice/Deerfield Zoning Board of Adjustment/Yanni's Pizzeria

The Board questioned the location of the sign and if on Town property why weren't the Selectmen asked for permission. The question will be researched and an answer provided at the next Selectmen's Meeting.

Other Business:

Chairman Barry asked if there was any Other Business. There was none.

New Business:

Chairman Barry asked if there was any New Business. There was none.

Town Administrator's Report:

Chairman Barry read the Town Administrator's Report into the record as follows:

1. Road Bonds

The question came up at the last Board meeting regarding fines for damages to roadways. The Highway Agent and/or Planning Board sometimes issue bonding requirements. If there is road damage, the bond is held, by the Town Treasurer, until the repairs are satisfactorily completed.

2. NHDOT Meeting June 25, 2008 at 3pm

A message was left with State Officials. Mrs. Heon will notify the Board when the date and time is confirmed.

3. Parks and Recreation:

A. Vandalism was reported at the following locations:

1. Bicentennial Field/A bicycle ridden on the field leaving ruts.
2. Veasey Park/Screens were broken.
3. Gazebo Benches/Graphic language written on benches.

B. Hoop Camp is next week.

C. Volunteers are lined up for the next two weeks to assist with completing the Concession Stand. Things have been moving along nicely.

4. Police Department

Chief Greeley will be absent June 17th and June 19th.

Mrs. Heon reported two other items:

1. Attorney Rob Upton will be away for two months and asks that the Board contact Attorney Jim Raymond in his absence.
2. Information provided by Selectman Hooker will be used in creating a revised bid policy.

Citizen's Comments:

Maureen Mann, from the Forum, asked for the correct spelling of the employee leaving employment of the Town after 14 years. Chairman Barry stated Donna Cisewski has given her notice.

Kathy Bailey, from the Union Leader, asked for clarification on the positions open. It was indicated there is a full time finance position and a part time assessing position open.

Kathy Bailey, from the Union Leader, questioned how there could be money in the budget, for computers, as the Town was under a Default Budget. The Selectmen answered the money is in the Default Budget.

Adjournment:

6:32pm

On the motion of Selectman John Reagan to Adjourn, seconded by Vice Chairman R. Andrew Robertson, Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. The June 16, 2008 Selectmen's Meeting is adjourned.