

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
March 23, 2009
MINUTES**

Call to Order:

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

Roll Call:

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

Also Present: Cynthia E. Heon, Town Administrator

Pledge of Allegiance to the Flag:

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

Organizational Meeting for 2009:

1. Nomination of the Chairman/Vice Chairman

A. Nomination of Chairman

MOTION: Vice Chairman R. Andrew Robertson nominated Stephen R. Barry as Chairman of the Board of Selectmen for the upcoming year. Seconded by Selectman John Reagan.

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

B. Nomination of the Vice Chairman

MOTION: Selectman Walter Hooker nominated R. Andrew Robertson as the Vice Chairman for the upcoming year. Seconded by Selectman John Reagan.

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

2. Nomination of Committee/Commission/Board Representatives

A. Planning Board Selectmen's Member/Selectman Walter Hooker

B. Planning Board Alternate/Selectman John Reagan

C. Municipal Budget Committee Selectmen's Member/Chairman Stephen Barry

D. Municipal Budget Committee Alternate/Selectman Alan O'Neal

E. Heritage Commission Representative/Vice Chairman R. Andrew Robertson

F. School Board Representative/Vice Chairman R. Andrew Robertson

Board members indicated their desire to stay with current assignments on Boards, Committees and Commissions. Chairman Barry declared that by acclamation the Board members would keep their assignments as shown above.

3. Other Organizational Business:

A. Meeting Time

Selectman John Reagan preferred 5:30pm as the start time for Selectmen's Meetings. While a 5:30pm start time was beneficial to a few Board members, an agreement was reached to continue convening meetings at 6pm.

B. Format for Agendas

Selectman John Reagan suggested offering a block of time prior to the Selectmen's Meeting for citizens to meet with a Selectman and bring forward comments and concerns. This could be accomplished by one Selectman being available one half hour prior to the meeting.

Selectman O'Neal commented this would leave no time for residents to comment on what was presented in a meeting. Selectman Reagan envisioned that the Selectman would defer some items to Department Heads and if there is urgency, the issue could be brought up at the Selectmen's Meeting that evening.

Vice Chairman Robertson asked for a period of time for citizen's comments at the beginning of the meeting so that the whole Board could listen. Chairman Barry suggested a one month trial period for this process.

Selectman Hooker raised the concern that comments taken prior to the meeting would not be a part of the meeting. Selectman Reagan pointed out that citizens could make an appointment with the Board through the Town Administrator.

The discussion returned to citizen's comments for ten or fifteen minutes at the beginning of a meeting. It was mentioned that if the time allowed was abused the Selectmen would not be able to keep to the purpose of their meeting, the business to be taken care of. A three minute time limit was thought appropriate.

The Board of Selectmen agreed time would be set aside at the beginning of the meeting and the end of the meeting for citizen's comments. If a subject requires more time, an appointment would be made. Subject matter is to be included on the Agenda so that it is clear, in advance, what will be discussed. If the Board requests a Department Head to come before them, the Board will be clear as to why the Department Head is requested.

C. Format for Minutes

The Board was in agreement to continue with the current format for minutes of the Selectmen's Meetings.

D. Recording of Votes

The Board was in agreement to continue to record votes in the same manner as 2008 (All in Favor-"Unanimous in Favor"; split votes "Yes-# No-#").

E. 2009 Budget Expenditure Process

To maintain a consciousness of where budgets stand, the following spending/approval levels were set by the Board of Selectmen:

\$1,000	Department Heads authorized to spend
\$1,001 to \$5,000	Department Heads obtain Town Administrator's approval
\$5,001 and higher	Department Heads obtain Board of Selectmen's approval
Budget Line Items Over	Expenditures to be referred to the Board of Selectmen

F. 2009 Request for Expenditure Process

The dollar amount where the Department Heads should be getting three prices was discussed because budgeted, or not, the prices could have changed from the time a budget is approved to the time the purchase is made. It is to be clear that Department Heads don't take just one price but seek the best deal.

Vice Chairman Robertson thought quotes should be obtained for expenditures in the amount of \$5,000. Selectman O'Neal asked that the quotes be attached to bills so the Board could see that the homework has been done.

Vice Chairman Robertson pointed out there is a formal bid process in place. If a Department Head wants to sell the Board on an expenditure, they already come to the Board with competitive quotes and/or a bid process. Beginning a formal bid process at \$5,000 seemed reasonable.

Selectman Hooker suggested up to three written quotes with the appropriate paperwork to back up the prices. If expenditures are under \$1,000, Department Heads have the authority to spend, attaching written quotes for what they spend, whether it is \$600 or \$300.

Chairman Barry reiterated Department Heads should not just take the prices quoted, but double check, and do the homework before the money is spent.

The next topic was the use of the preferred vendors for oil changes and repairs and that Department Heads can pick one, the Board would not care which one, but don't go to someone else who is more. Chairman Barry noted this subject would be taken up later in the meeting.

Selectman O'Neal favored having supporting documentation with expenditures of \$1,000 or more. Vice Chairman Robertson was comfortable with Department Heads looking for three quotes but cautioned sometimes three quotes cannot be obtained. Chairman Barry stated he was comfortable with Department Heads obtaining the best price they could get for the money budgeted. Selectman O'Neal was not comfortable until today that the homework would be done and wanted to try the procedure as established at this meeting. The Board did see the need to revisit the formal bid process. Vice Chairman Robertson stated things will catch the Selectmen's attention if expenditures are out of line.

Highway Department:

Present: Alex Cote, Highway Agent; Carl Oehler, Highway Department Employee

1. Request for Purchase of a Sander

Mr. Cote began with the purchase of the sander requested as part of the 2009 Budget. The quote from E. W. Sleeper remains at \$13,210 for a stainless steel sander. Mr. Cote sought three prices and had to go to Massachusetts to get the quotes which were higher. E. W. Sleeper is the only company in New Hampshire that sells the sander Mr. Cote wants to purchase. Mr. Cote sought permission to purchase the sander.

Selectman O'Neal mentioned the purchase of a snow plow was deducted from the repair line and the expense should come from the equipment line. Mr. Cote stated that other repairs will be needed to the road grader, backhoe and one-ton truck. There was concern about expenditures in this line and only being in April what lines are going to fund the over expenditures. Mr. Cote stated the overages in some lines will be covered by sand, salt and gravel lines which are in good shape. Selectman O'Neal heard that paving products are dropping as much as 25%.

MOTION: Selectman Walter Hooker made a motion the Board authorizes the Highway Agent to purchase a stainless steel sander. Seconded by Vice Chairman R. Andrew Robertson.

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

2. Repair Gutter/Highway Shed Roof

Mr. Cote obtained a quote from a company in Raymond for \$2,440 and one from Scott Markowitz for \$1,500. There were some questions about attaching a gutter to steel.

Selectman O'Neal questioned if Mr. Cote had checked references. Mr. Cote said Mr. Markowitz has done work at the Fire Station.

Chairman Barry suggested Mr. Cote investigate this a little further and brings the information back to the Town Administrator.

Selectman Hooker questioned if replacing gutters was an emergency or if the work waited a week or two would anything bad happen. Mr. Cote said the gutters are falling off the building and a week or two wouldn't change things. Chairman Barry noted that the gutters had been like that for months.

3. Repairs to Road Grader

Mr. Cote reported the teeth, on the road grader, have worn down. The road grader has been temporarily repaired and must be used with care. The more permanent repair involves building up the teeth which are in the area of the ring gear. Mr. Cote plans to obtain a quote and include this repair in the 2010 Highway Department Budget. Chairman Barry urged careful use of this piece of equipment. Carl Oehler agreed and explained the repair had made the road grader operational and can be nursed along until next year.

4. Repairs to Backhoe

The pins on the backhoe bucket were worn. The repairs have been done.

5. Repairs to One-Ton Highway Truck

Since the Agenda was posted, the oil pan on the one-ton Highway Truck has, again, rotted away. The vehicle is out of warranty. Neither D-Town nor O'Neal's Garage was interested, nor had the time, to do the repair. Attempts have been made to fix the oil pan only to result in a leak springing up somewhere else. Carl Oehler added he has learned, from other towns, this is a common problem with this type of truck.

Selectman O'Neal asked if this is a main piece of equipment for the Highway Department. Mr. Cote outlined the uses; the truck works along side the chipper and carries the material for shimming and shoulder work on the roadways. Vice Chairman Robertson added having the truck operational keeps two crews going.

Selectman O'Neal thought Mr. Cote should look into getting the truck fixed. Mr. Cote mentioned a cost estimate of \$1,930 and will be calling M & M Ford to confirm the quote. The Board requested that Mr. Cote obtain other quotes as well.

6. Veasey Park Repairs

Because the Warrant Article for repairs at Veasey Park failed, Mr. Cote was looking for a way to assist Glenda Smith with the work that needs to be done, at Veasey Park, before it opens. The damage was done, in 2007, by the last flood. The Highway Department can assist by placing gravel in the areas where it is needed.

Chairman Barry asked if there was money to cover this project. Mr. Cote couldn't answer the question without looking at the Project Worksheet (PW) which was completed following the flood. Mrs. Heon indicated the answer could be researched. Chairman Barry stated the whereabouts of the money should be investigated prior to committing to the project.

Glenda Smith said the work needs to be done and the money had to be somewhere because she recalled the repair being listed on a Project Worksheet (PW). Vice Chairman Robertson pointed out the road is in need of maintenance. Ms. Smith explained erosion was the result of water going over the barricades which caused the drainage ditches to fill with sand. Chairman Barry thought there had to be some way to complete the work at Veasey Park prior to the time it opens for the season.

Vice Chairman Robertson questioned whether or not permits were required because of the close proximity to water. Ms. Smith said there are no permits required because the work is far enough from the water line.

Selectman O'Neal had looked at the Veasey Park Budget and wondered if some of the money appropriated for repairs could be used for the repairs to the driveway. Ms. Smith saw one area, wiring, which may be able to wait.

Chairman Barry advised Ms. Smith that Don Williams had resigned as a Veasey Park Commissioner and suggested she look for someone to fill the position.

7. General Discussion

Management of the Highway Department Budget – Alex Cote said that he is glad to do most anything but as a Department Head, he feels his Department is being micromanaged as he got quotes and presented them to the Board of Selectmen and then the Municipal Budget Committee. He in no way meant disrespect but wanted it clear he has always looked out for the Town's money. Chairman Barry reminded Mr. Cote he would still have to see the Board for \$14,000 purchases.

Sand Bid -- Selectman O'Neal asked if sand was going out to bid. Vice Chairman Robertson stated a bid for sand is done every year. Mr. Cote said last year the Board adopted the NHDOT standards as the Town standards.

Middle Road/Paving – Selectman O'Neal questioned if the prep work for Middle Road would have to be redone. Mr. Cote replied the work held up well over the course of the winter.

E-Mail/Jessica Laroche/Dirt Road Conditions – Selectman O'Neal questioned if the Board was going to forward a response to the resident, on Candia Road, who e-mailed questions or look into any irregularities.

Mr. Cote reported speaking to the plow driver who indicated the road was plowed unless the roadway was too soft.

Selectman O'Neal suggested replying to the citizen by using Mr. Cote's response and/or draft another letter but either way the Board should respond. Vice Chairman Robertson commented the Board could acknowledge the Department Head's position and indicate it is the Selectmen's position.

Meeting Schedule – Meeting once a month with the Highway Agent was mentioned. Vice Chairman Robertson indicated the Board typically sees the Highway Agent, Police Chief and Fire Chief once a month and personally, he could not think of a month where he hasn't seen Mr. Cote.

Selectmen Hooker remarked he wished Mr. Cote an uneventful year.

Police Department:

Present: Chief of Police, Michael Greeley

1. Purchase of the Cruiser

Chief Greeley made the Board aware of an opportunity to purchase a four-wheel drive vehicle as a Police Cruiser. The vehicle is quoted at a State bid price and is a Ford Explorer 4 x 4. The cost is \$776 over the quote obtained at budget time and totals \$27,421. The additional funds would be covered by the electronic equipment line. Some equipment will be swapped from the old vehicle to the Explorer.

Chairman Barry wanted to be sure there was enough funding to cover the increase. Selectman O'Neal mentioned the cost of decals and warranties. Selectman Hooker asked what price for an SUV was presented the prior year. Chief Greeley replied the cost was \$25,000.

Vice Chairman Robertson saw a need for an SUV as there are two State Parks situated in Deerfield which sometimes produce a lot of off-road activity and suggested Chief Greeley make the numbers work. Chief Greeley added to the list of reasons floods, tornados, and muddy back roads.

One use for the old cruiser would be as a detective's car. Selectman Hooker asked how many miles, on average, are put on a cruiser in a year and what is planned for the SUV. Chief Greeley answered an average of 28,000 to 29,000 miles, per year, are logged. He did not anticipate using the SUV that much. Selectman Hooker remarked that if \$30,000 is spent on a cruiser, he hoped it would last a long time.

Chairman Barry suggested an hour meter be installed in the SUV and any subsequent cruisers purchased. This would tell the real tale. Chief Greeley agreed with this idea as the duty car is sometimes left running in order to keep the defroster operating. Another example is cruisers used on police details.

Selectman O'Neal recalled a previous quote reflecting a documentation fee and asked if that fee is included in the quote for the SUV. Chief Greeley said the documentation fee appeared in the other quote because it was a lease-purchase. The SUV quote includes everything and is a State bid price.

The color of the vehicle was discussed briefly. Chief Greeley explained the plan was to go to black and white but that idea turned out to be too expensive.

MOTION: Vice Chairman R. Andrew Robertson made a motion to authorize the Chief of Police to move forward with the purchase of the Ford Explorer. Seconded by Selectman Walter Hooker.

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

2. Oil Changes/Repairs

Selectman O'Neal mentioned concern as to why the Police Chief was spending a higher fee for oil changes. He remembered the Board of Selectmen making it clear that departments should use preferred garages. While he understood it was only 16 oil changes a year, or about \$80, the practice still concerned him.

Chief Greeley expressed discomfort making phone calls and trying to locate who is cheaper to do repairs and oil changes. This past week Chief Greeley took a cruiser to a preferred garage because the alternator was not working. The bill came to \$882. The next day Chief Greeley received an e-mail from one of the Officers that the new alternator was not functioning properly. The vehicle was taken back to the preferred garage. A bill for \$110 followed. On Sunday, the vehicle was still grinding and the battery not fully charged. The vehicle was taken to M & M Ford. It was then learned the same job, replacing the alternator, done at M & M Ford, would have cost \$557 not \$882 plus \$110.

Selectman O'Neal questioned what was replaced, the alternator or the idler pulley. Chief Greeley said that M & M Ford indicated it was not the idler pulley but the alternator that was faulty.

Chief Greeley contacted Sanel Auto Parts, where the preferred garage bought the alternator and exchanged the alternator. M & M Ford agreed to install the alternator. Chief Greeley stated he could make a couple of calls without a problem but the real issue is the \$882. Chief Greeley felt the Board of Selectmen was tying his hands.

Selectman O'Neal thought making calls for cheaper prices made sense and recalled a motion and a vote concerning the use of preferred garages. Selectman O'Neal did not see it as tying the Department Head's hands but staying within budget while maintaining vehicles properly. Rather than go to a dealership start with the Town vendors first. Chairman Barry expressed agreement with the concept.

Chief Greeley restated he did not have an issue with making phone calls, or using other garages, but did not want to be reprimanded for not using preferred garages. The issue is that the preferred garage cost \$882 which was higher than M & M Ford at \$557. The actual cost of the part is \$487.

Chairman Barry expressed confidence in the Town's Department Heads handling the townspeople's money responsibly and using their best judgment to get the best bang for the buck.

With regards to the oil changes, Selectman O'Neal did not understand if a preferred garage was \$5 cheaper why the \$5 would not be saved.

Chief Greeley favored Department Heads making a call. Chairman Barry stated there are two preferred garages but whether it was voted, or not, isn't clear.

Vice Chairman Robertson wanted to save money to be fair to the community but didn't think it necessary to pit one garage in Town against another for \$5 or a free inspection. This kind of thing causes bad blood between Department Heads and garages. Garages make money for the services they provide and typically give the best price they can. Vice Chairman Robertson recommended whenever possible Department Heads should go to Deerfield businesses first.

MOTION: Vice Chairman Robertson made a motion to have Department Heads use their best judgment in obtaining the cheaper service available, and when possible use Deerfield businesses, but ultimately find the best service available for the least amount of money. Seconded by Selectman Walter Hooker.

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

David O'Neal, O'Neal Garage, asked to be recognized. Chairman Barry asked if anyone objected. There were no objections.

David O'Neal stated his garage was the garage being referred to and he did not appreciate someone going behind someone else's back. David O'Neal tried to call Chief Greeley, at the Police Department, but the Chief never returned the call. David O'Neal had realized he billed the Town at the wrong price and wanted to advise Chief Greeley of this. David O'Neal brought the paperwork with him reflecting his error and a new bill he prepared for Chief Greeley. It was clear to David O'Neal that Chief Greeley either didn't get the message from the Police Department Office or he didn't want to call him back. The total bill should have been \$571 which equates to his cost \$425 plus 25%. He was not aware of the additional work regarding the idler bearing rattling. If the alternator was bad, David O'Neal stated he would have exchanged it for nothing but someone has to call back someone to accomplish that.

Chief Greeley stated that he got bills for \$882 and \$110. Selectman Alan O'Neal asked if Chief Greeley was aware David O'Neal was trying to call him. Chief Greeley replied yes.

Chairman Barry asked if the bill could be redone and this considered warranty work. Chief Greeley explained the old alternator has gone back and Sanel Auto Parts is providing a new one which is being installed. Chief Greeley said he would speak with David O'Neal.

With most Department Heads present, Chairman Barry did not think there could be any further confusion about what procedure to follow. He asked Chief Greeley if he was clear on this issue and the procedure for repairing vehicles in the future. Chief Greeley replied yes

3. Nonpublic Session/Police Department Schedules

Point of Order:

Selectman John Reagan reviewed information on the Right-to-Know Law, provided to the Board from a recent seminar, and could not find where it would be proper to enter a Nonpublic Session on this subject. The Board asked Chief Greeley if he was aware of any statute, or section of the Right-to-Know Law that covers entering a Nonpublic Session to discuss scheduling.

Chief Greeley stated the request was made because he did not want to identify Officers, or their work schedules, or place out for public viewing shift coverage for everyone in the world to know how many Officers are on and when. It would only make it easier for people to commit crimes.

To Chairman Barry, because Board members are not the Police Chief, he could not see telling the Chief of Police where to put his Officers and when. As long as there are Officers to cover shifts, which cover the Town, it is the Police Chief's call.

Selectman Reagan stated the scheduled hours for the Officers, a four-day week, is for the convenience of the Officers as it gives them an extra day off. Chairman Barry asked Selectman Reagan if he saw anything that could be done differently.

Selectman Reagan offered the suggestion of an alternate work schedule. For 24/7 coverage, and overlapping schedules for shift changes, not more than six Officers would be required. If the citizens want more Officer's on duty for 24/7 coverage, twelve Officers would then be calculated into the mix.

Chairman Barry recalled that 24/7 coverage was originally requested for Monday through Friday and he didn't believe that Selectman Reagan was on the Board at that time. Selectman Hooker looked to the safety of the Town and wasn't sure of another way to schedule the Officers and accomplish the same thing.

Chief Greeley's years of experience as a Police Officer are what directs how he schedules the Officers. He described an incident, in the not too distant past, where Police Officers detained a person in the Police Department and one Officer left the room briefly only to find upon returning that the Officer was engaged in an altercation with the individual in custody. Because of incidents like this and other reasons, Chief Greeley stated he would not change his schedule.

Chairman Barry asked Chief Greeley if he would meet and listen to any ideas Selectman Hooker or Selectman Reagan have on scheduling. Chief Greeley remembered a statement once made by Selectman Reagan that the people hired, by the Town, as Department Heads, are hired to do the job. Chief Greeley stated he just wanted the Board to let him do his job. Scheduling Officers, for duty, to protect the Town is his job and if that means giving them an extra day off he was in agreement with that and if he were to be wrong then he is wrong. Chief Greeley added that he did not believe he was wrong.

Selectman O'Neal pointed out Chief Greeley did not answer the question as to whether or not he would sit down with Selectman Reagan and Selectman Hooker. Chief Greeley said he would sit down with Selectman Hooker and Selectman Reagan but would not guarantee he would listen. Chairman Barry thought the better way was to discuss problem areas even though he did not favor the Board telling any Department Head how to use their people.

Selectman Hooker clarified that he was willing to sit with Chief Greeley to offer comments but not change scheduling.

Selectman Alan O'Neal expressed concern with a resident trying to contact the Chief of Police and Chief Greeley not responding to the resident. Speaking for himself, Selectman Alan O'Neal did not find it appropriate. Chief Greeley apologized for not returning the phone call to David O'Neal.

4. Old Cruiser

Selectman O'Neal asked when the new cruiser was expected to arrive and what would happen to the old car. Chief Greeley replied the new cruiser would be here in about eight weeks from tomorrow and the old car could be recycled possibly as a detail car. Chairman Barry mentioned having a stipulation on the vehicle, similar to the one done for the DARE Car, a dollar limit (\$300) for repairs. Vice Chairman Robertson stated he would look to the recommendation of the Chief concerning the old cruiser. Selectman Hooker would want to know what the repairs would cost before making a decision.

Point of Information:

Colleen Guardia shared a recent experience involving the Police Department and the Welfare Office. The incident showed the cooperation that is present between departments and that everyone tries to work together. She wanted the Selectmen to know that the two Police Officers on duty, at the time, brought the incident to closure with the end result being a happy citizen. Just knowing there were two Officers on duty was a relief to Mrs. Guardia because one Officer was occupied for quite some time dealing with the situation. It was clear to her that there is often a need for more than one Officer to be on duty.

Review of Outstanding Minutes/March 9, 2009:

MOTION: Selectman Walter Hooker made a motion to approve the Minutes of March 9, 2009 as written. Seconded by Vice Chairman R. Andrew Robertson.

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

Vouchers:

Payroll Manifest/\$42,782.00

MOTION: Selectman Walter Hooker made a motion to approve the Payroll Manifest in the amount of \$42,782. Seconded by Selectman John Reagan.

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

Accounts Payable Manifests/\$734,302.92

Chairman Barry read each Manifest as follows: \$173.33, \$470,614.54, \$2,348.75, \$63.25, \$260,978.64, \$124.41, Total \$734,302.92

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the Accounts Payable Manifests totaling \$734,302.92. Seconded by Selectman John Reagan.

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

Signatures Requiring a Vote:

I. Veteran's Tax Credits

A. Map 419 Lot 072/Paul Nickerson and Helen Nickerson

MOTION: Vice Chairman R. Andrew Robertson made a motion to grant the Veteran's Tax Credit for Paul and Helen Nickerson, Map 419 Lot 72. Seconded by Selectman John Reagan.

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

B. Map 204 Lot 042/Linda Brennan and Thomas Brennan

MOTION: Selectman John Reagan made a motion to grant the Veterans Tax Credit for Linda and Thomas Brennan, Map 204 Lot 042 Seconded by Vice Chairman R. Andrew Robertson.

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

- C. Map 406 Lot 42/Sean Pinsonneault and Holly Pinsonneault
MOTION: Selectman John Reagan made a motion to grant the Veterans Tax Credit for Sean and Holly Pinsonneault. Seconded by Vice Chairman R. Andrew Robertson.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
- D. Map 208 Lot 51/Stanley Lupa and Franceen Lupa
MOTION: Selectman John Reagan made a motion to grant the Veterans Tax Credit for Stanley and Franceen Lupa, Map 208 Lot 51. Seconded by Vice Chairman Robertson.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
2. Elderly Exemption
- A. Map 405 Lot 009/Robert Santoro Sylvia Santoro
MOTION: Vice Chairman R. Andrew Robertson made a motion to grant the Elderly Exemption for Robert and Sylvia Santoro, Map 405 Lot 009. Seconded by Selectman John Reagan.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
3. Computer Abatements/Town Clerk-Tax Collector
- A. Map 423 Lot 51 Robin Byrne James Byrne
MOTION: Selectman John Reagan made a motion to grant the Town Clerk/Tax Collectors request for a computer abatement on Map 423 Lot 51, Robin and James Byrne. Seconded by Vice Chairman R. Andrew Robertson.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
- B. Map 420 Lot 21/Frederick Dodge Property
MOTION: Vice Chairman R. Andrew Robertson made a motion to grant the Town Clerk/Tax Collector's request for computer abatement on Map 420 Lot 21. Seconded by Selectman John Reagan.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
4. Appointment/Deputy Town Clerk-Tax Collector/Kelly Ann Roberts
MOTION: Vice Chairman R. Andrew Robertson made a motion to appoint Kelly Ann Roberts as Deputy Town Clerk/Tax Collector. Seconded by Selectman John Reagan.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
5. MS-2/ 2009 Report of Appropriations Actually Voted
MOTION: Selectman Walter Hooker made a motion to sign the MS-2/2009 Report of Appropriations Actually Voted. Seconded by Vice Chairman R. Andrew Robertson.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.

Signatures Not Requiring a Vote:

1. Intent to Cut
Map 405 Lot 24/Dwight Stevens, Jerry Harran, Gloria Harran

Review of Correspondence:

1. Letter/Resignation/Don Williams-Veasey Park Commissioner
Chairman Barry read a letter of resignation from Don Williams, Veasey Park Commissioner.

- MOTION:** Selectman John Reagan made a motion to accept the resignation of Don Williams as a Veasey Park Commissioner, with regret. Seconded by Selectman Walter Hooker.
- VOTE:** Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. A letter thanking Mr. Williams for his service will be sent.
2. Letter/Philip H. Bilodeau/Forestry Commission
Mr. Bilodeau wrote to the Board of Selectmen expressing his interest in being on the Forestry Commission.
- MOTION:** Selectman Walter Hooker made a motion the Board appoints Philip Bilodeau to the Forestry Commission. Seconded by Vice Chairman R. Andrew Robertson.
- VOTE:** Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
3. E-Mail/Heritage Commission/Appointments
James Deely Deborah Boisvert Carol Levesque – Three (3) Year Terms
- MOTION:** Vice Chairman R. Andrew Robertson made a motion the Board appoint James Deely, Deborah Boisvert and Carol Levesque to the Heritage Commission for three year terms. Seconded by Selectman John Reagan.
- VOTE:** Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
4. E-Mail/Kathy Berglund/Senior Citizen's Luncheon /Waiver of User Fees-Town Hall
- MOTION:** Vice Chairman R. Andrew Robertson made a motion to waive the rental fees for use of the Town Hall for the Senior Luncheon program. Seconded by Selectman Hooker.
- VOTE:** Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.
5. Nextel Phones/Resolution
The representative from Nextel will be at the Office on Tuesday to exchange the phones that are not working for new phones and make sure all phones are in working order prior to leaving the building.
6. Letter/Senator John "Jack" Barnes/N. H. American Recovery Act
Senator Barnes provided information and a website to view the summary of programs available. There will be a meeting on April 7th to cover this topic. The list of programs, and how they pertain to Deerfield, is under review.
- Alex Cote, Highway Agent, reported that he has made plans to attend the April 7th meeting with the Town Administrator. Some of the projects Mr. Cote listed were Reservation Road, the Intersection of Blakes Hill Road and the Town Hall windows.
- Colleen Guardia, Welfare Administrator, mentioned changes that could affect the food stamp program which in turn would affect the local level and the food pantry. She is reviewing the stimulus funding for alternatives.
- Fire Chief, Mark Tibbetts looked at the stimulus funding as it relates to the Fire Department and noticed there is funding for fire stations and safety complexes.
7. April Appointments
Chairman Barry read the list of April Appointments.
- A. Colleen Guardia, Welfare Administrator
 - B. James Cannon, Emergency Management Director
 - C. W. Matthew Lopez, Animal Control Officer

- D. Zoning Board of Adjustment
 - 1. Sandra Logan
 - 2. John Sinnamon
 - 3. Anthony DiMauro (Alternate)
- E. Deerfield Conservation Commission
 - 1. Erick Berglund
 - 2. Serita Frey
- F. Parks and Recreation Commission, Jeff Shute
- G. Frances Menard, Cemetery Commissioner
- H. Energy Commission
 - 1. Wesley Golomb
 - 2. Wendy Schorr
 - 3. Michael Greene
 - 4. Gary O'Connell
 - 5. Ellen O'Donnell
 - 6. Don Watts
- I. Building Inspector/Health Officer/Richard Pelletier
- J. Part Time Police Officers
 - 1. Roger St. Onge
 - 2. Alan Wilson
 - 3. Glenda Smith

Heritage Commission, Veasey Park Commission and the Forestry Commission appointments were taken up earlier in the meeting. It was noted that the Welfare Administrator's appointment expires on June 10, 2009

MOTION: Vice Chairman R. Andrew Roberson made a motion to appoint the list of individuals, as read, to the positions, as noted, with the exceptions as noted. Seconded by Selectman Walter Hooker.

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

Town Administrator's Report:

1. IT Candidate/Request to Fill Vacancy

The name of Steven Jamele was brought forward as the individual who would best fill the vacancy in the IT position. Interviews were conducted by the Town Administrator and Selectman Hooker. Mr. Jamele has viewed the equipment on site and provided an outline of what he saw as Deerfield's immediate needs. He was introduced to the Chief of Police who is interested in having him handle the Police Department's IT needs. Reference and background checks have been satisfactorily completed. Mr. Jamele will be hired at \$17.39 per hour and will work five days a week in the Office. Initially, he will work longer on Mondays and fewer hours the remainder of the days. The Board was in agreement with the proposal.

MOTION: Selectman John Reagan made a motion to instruct the Town Administrator to hire Steven Jamele. Seconded by Selectman Walter Hooker.

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

2. Vacant Room/Formerly Bound to Finish

After reviewing the insurance claim, there is enough money to begin the renovations in the vacant room which will house archival storage and meeting space.

MOTION: Vice Chairman Robertson made a motion to proceed with the work in the room vacated by Bound to Finish. Seconded by Selectman John Reagan.

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

The question was asked who was doing the work downstairs. Mrs. Heon stated that at this time Mark Tibbetts, Building Maintenance and Selectman John Reagan were involved. Selectman O'Neal suggested the work go out to bid. Mark Tibbett's explained what would happen is the scope of work would be reviewed and if there was something that could be done internally it would be handled that way.

3. Request for Proposals (RFP)/Auditors

The RFP, and cover letter, for the 2008 Audit were before the Board for review. Mrs. Heon was asked how many firms would be approached. Mrs. Heon said there are about 25 statewide but perhaps only 15 of them could be interested in Deerfield. The GASB-34 requirements keep some auditing firms away. The firms will be identified through The Local Government Center's publications and some referrals.

4. FEMA/Closeout for James City Road Bridge Project

A representative will be in Deerfield on Tuesday, March 24, 2009 to closeout the James City Road Bridge project. Once complete, Deerfield will be eligible for 12.5%, from the State, of the total 2007 expenses due to flooding.

5. Fire Department/Request for Clarification

The request to clarify areas of the statute governing the Fire Department, more specifically the Fire Chief, has been forwarded to Town Counsel. There is no response at this time.

6. Alvah Chase Property/Daniel Lamy

Penny Touchette provided the survey to Cartographic Associates who completed the necessary changes. This was followed by a call from Dave Linden representing the Deerfield Conservation Commission (DCC) who indicated the DCC has evidence that the survey is incorrect. Mrs. Touchette requested the DCC provide the documentation that would precede Mr. Lamy's survey. The information has not been received as of yet. Mr. Lamy was called in regards to his Intent to Cut and it was suggested that he hold off cutting until the Town looks at the DCC documentation. Mr. Lamy agreed.

Vice Chairman Robertson stated the penalty for cutting on the wrong lot is severe. Mr. Lamy should indeed proceed with caution.

7. NH Recovery (American Recovery and Investment Act of 2009)

All of the information coming in is being reviewed by the appropriate Department Heads.

6. Meeting/Right-to-Know Law

Kevin Barry and Cindy Kelley attended the Right-to-Know Seminar held in Nashua on Thursday, March 19th. A packet of information has been provided to each Board member.

Other Business:

- Tax Maps/Cartographic Associates

Vice Chairman Robertson noticed on Northwood's Website the Town's Tax Maps were online. Vice Chairman Robertson offered to talk to Bob Stroble who was working on a similar project for Deerfield but moved to Northwood. Everyone was in agreement Vice Chairman Robertson should find out how this was accomplished.

- Deerfield's Website

Selectman Hooker will discuss with the new IT Administrator the idea of making each Department Head responsible for their individual Web Page which will make less work for the person in the middle.

Citizen's Comments:

Alex Cote, Highway Agent, informed the Board a resident called the Highway Department and indicated the weight limits on Brown Road, Parade Road and Nottingham Road should not be posted. The reason

was projects, in past years, were funded through federal money which meant the road was built to a higher standard. The Selectmen did not have knowledge of this and suggested Mr. Cote look at the statutes. Chairman Barry added that as Highway Agent, if Mr. Cote saw the need to post the roads, then they should be posted. Mr. Cote explained further the resident wished to bring a truck home and pointed out to Mr. Cote that other trucks were allowed to travel Brown Road. The Board reminded Mr. Cote that as Highway Agent he has the ability to grant permission for travel on a posted roadway depending on the situation.

Harriet Cady read in the newspaper that one town has locked in the price for heating oil for next year at a low rate. She questioned if heating oil had gone out to bid, in Deerfield, as of yet and if not, the Town should think about getting it done.

Harriet Cady wanted to know how soon she could expect answers to her written requests. The Board indicated they have not had a chance to look at the requests.

Harriet Cady stated that a recent comment in the newspaper saying she was wrong upset her because not all the facts were in the news report. The statement that food brought in less than \$500 did not cover facts that were brought up about the cost of employee hours, cost to the Town and cost of propane. Mrs. Cady said Joe Manzi stated publicly that she was wrong on things that she didn't say but based on the report in the newspaper. This could have been done in a better manner such as getting the minutes or watching the tape before calling a citizen wrong in a public forum.

Maureen Mann suggested the Selectmen take up citizen's comments before the review of outstanding minutes and not at the end of the meeting. The Selectmen will take the suggestion under consideration.

Kathy Shigo asked what was going to happen with the property next to the Fire Station. The Selectmen responded that the property is owned by the Deerfield Volunteer Fire Association and is not the Town's so the Board of Selectmen cannot answer the question.

Harriet Cady questioned if the Board of Selectmen ever received a list, from Representative Carol Shea Porter, of areas where stimulus money could be used. The Board had received the information.

Fire Chief, Mark Tibbetts invited the Board of Selectmen to the Deerfield Volunteer Fire Department's annual Oyster Stew dinner on Tuesday, April 7th.

Adjournment:

7:52pm

On the motion of Selectman Walter Hooker to Adjourn, seconded by Selectman John Reagan, Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. The March 23, 2009 Selectmen's Meeting is adjourned.