

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
April 13, 2009
MINUTES**

Call to Order:

6:00pm Chairman of the Board, 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 Heon, Town Administrator

Pledge of Allegiance to the Flag:

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

Citizen's Comments:

1. Maureen Mann/Tornado Relief Funds

Maureen Mann asked the Board what happened to the money raised for the victims of the tornado. The Selectmen did not have an answer to the question at this time.

2. Harriet Cady/Parks and Recreation Commission

Harriet Cady came to the office and reviewed the minutes of the Parks and Recreation Commission Meetings. It was Mrs. Cady's suggestion the Board write a letter to the members of the Commission advising them of their responsibilities because the only minutes on file were from 2001, two meetings in 2005, one in 2006, one in 2007 and November 18, 2008. To Mrs. Cady, it did not appear that the Parks and Recreation Commission was running the Parks and Recreation programs. Other things noted were that no member of the Veasey Park Commission was at any of the meetings and in most cases, there was not a quorum of the Parks and Recreation Commission membership present.

3. Steve Rollins/Willis Rollins Construction

Steve Rollins advised the Selectmen he spoke with Alex Cote and described how his company has saved the Town money by making materials at a local pit and saving time and man hours due to the close proximity of the pit to the Town Shed or road projects. According to Mr. Rollins, Mr. Cote suggested he approach the Board, as the Selectmen would ultimately make the decision on whom to award the bid to.

Chairman Barry pointed out that the Board of Selectmen takes the recommendation of the Highway Agent, Alex Cote. He is aware that a local pit makes it easier for pick up and delivery of materials and did know that Steve Rollins has always been available nights and weekends in emergency situations.

Steve Rollins mentioned that fuel charges, last year, were twice what the original quote reflected but he stuck with the price on the quote. Mr. Rollins stated he has lived in Town his entire life and has to pay his taxes too, \$15,000 a year.

Opening of Bids/Government Buildings:

1. Mowing

Chairman Barry read the Invitation to Bid, noted the places where the Invitation was posted and the newspapers where it was published. The Invitation to Bid was also placed on the Town Website and The Forum. Copies of the Invitation to Bid were mailed to a list of vendors.

The following mowing bids were received:

D & V Landscaping

\$305 Weekly/\$6,100 Yearly

Jason Markson/Jay to the Rescue

\$5,750

| | |
|---|-------------------------|
| Kyle Ware/Landscaping and General Lawn Care | BMC General Contractors |
| \$11,400-20 mows/Library \$90 | \$5,500 |
| \$17,100-30 mows/Library \$1,350 | |

| | |
|----------------------------------|-----------------------|
| Averell Landscape and Design LLC | Jungle Jims |
| \$8,000 | \$6,800/Library \$700 |

Goodwill Industries
\$559.20 weekly/\$11,184 Yearly/Library \$900

MOTION: Selectman John Reagan made a motion that the mowing bids be given to the Building Maintenance Supervisor for review and recommendation. Seconded by Vice Chairman R. Andrew Robertson.

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

Point of Information:

Selectman Walter Hooker noted that the budget for mowing was \$5,000 and that all the bids were in excess of the budgeted amount.

2. Heating Oil

Chairman Barry read the Invitation to Bid, noted the places where the Invitation was posted and the newspapers where it was published. The Invitation to Bid was also placed on the Town Website and The Forum. Copies of the Invitation to Bid were mailed to a list of vendors.

The following bids were received:

Buxton Oil Company
Fixed Rate \$1.719 per gallon/June 1, 2009 to June 1, 2010

Rymes Heating Oils, Inc.

Option #1 Fixed Rate \$2.14 per gallon/September 1, 2009 thru May 31, 2010

Option #2 \$.31 over the Sprague Energy Daily posted price of heating oil, on the day of delivery

Propane Gas (Central Fire Station)

Rymes Heating Oils, Inc.

Option #1 Fixed Rate \$1.449 per gallon/September 1, 2009 to May 31, 2010

Option #2 \$.40 over Rymes Heating Oils, Inc. daily cost of propane, on the day of delivery

Chairman Barry suggested the bidders be asked if they were interested in locking their price in for an extra year and wanted the Board's opinion of the idea. Vice Chairman Robertson pointed out the rates are locked in until 2010. Board members believed that for this idea to be a consideration, the bid notice should have contained the information.

Vice Chairman Robertson mentioned only two bids came back and wasn't sure if this should go back out to bid. Selectman O'Neal asked if the Town has used Buxton Oil Company in the past. Mark Tibbetts replied yes, and the service has been excellent. Selectman O'Neal found the rate of \$1.719 to be a good rate. Selectman Reagan asked for the current rate paid. Mr. Tibbetts replied \$1.95 per gallon.

MOTION: Vice Chairman R. Andrew Robertson made a motion the Board awards the bid for heating oil to Buxton Oil Company. Seconded by Selectman John Reagan.

Discussion: It was pointed out that by using the new rate the heating oil budget could be as much as \$30,000 under for the year of 2009 because the rate used, to formulate the 2009 Budget, was \$3.19 per gallon.

Selectman Hooker pointed out propane bids were not requested. Vice Chairman Robertson stated that if propane was required, it should have been bid separately.

Selectman O'Neal questioned whose propane tank was currently at the Fire Station. Chief Tibbetts answered Rymes, and if the Town did not go with that company, Rymes would pull the tank out because the tanks go with the vendor. Vice Chairman Robertson asked if the Town signed an agreement. Chief Tibbetts said he researched bids and Rymes had the best price.

Vice Chairman Robertson didn't particularly disagree if the cost wasn't more. Selectman O'Neal thought the quote provided was a good price. Selectman Hooker had a problem with not going out to bid and giving someone else an opportunity. Chief Tibbetts explained he did ask for other quotes and Rymes was the only one that responded. The Fire Station uses 4,000 gallons of propane a year and Chief Tibbetts said that the quote would keep the expense within the budget.

Chairman Barry stated there could be a bid process. Selectman O'Neal pointed out the bid, for propane, was unsolicited and should not have been opened. Vice Chairman Robertson said bids could be requested and the Board should remember that there would be an equipment purchase if the Town went to a new vendor.

Chairman Barry questioned if the Board wanted a formal bid process. Selectman Hooker reminded Board members the bid before them did not have to be accepted and that he was more comfortable asking for other bids. Selectman O'Neal asked how many bids were received last year. Mr. Tibbetts replied three.

Chief Tibbetts brought to the Board's attention that during the ice storm, when the Fire Department needed emergency deliveries, Rymes came out in the middle of the night to keep everything running.

Vice Chairman Robertson and Selectman Hooker favored the bid process. Selectman O'Neal said he was on the fence but in the end, opted for the formal bid process. Selectman Reagan did not favor the formal bid process. The consensus was propane fuel would be put out to bid for the upcoming year.

VOTE: Chairman Barry called for the Vote to award the bid for heating oil to Buxton Oil Company. It was a Unanimous Vote in Favor.

Philbrick James Library Trustees:

Present: Kathy Berglund, Chair of the Philbrick James Library Trustees; Maureen Mann, Christopher Carr and Greg Doane, Trustees

1. Septic Tank/Septic System-Repairs and Maintenance

Kathy Berglund explained that when the contractor came to test the ground, in advance of beginning the project for the lift, he came across raw sewage. Mrs. Berglund contacted Mark Tibbetts, Building Maintenance Supervisor. Mrs. Berglund then asked Mr. Tibbetts to describe what happened after their initial conversation.

Mark Tibbetts said he looked at the situation and wasn't sure if just pumping the septic tank would be the answer. The cover was unsafe and Mr. Tibbetts purchased a landscape tile and covered the opening and filled in the area around the tile.

There is a question of moving the septic tank and where to locate it if the tank was moved. Paul Smith, who did the original work, was present and mentioned the need to move the tank and then hook it into the current leachfield. Mr. Smith stated the cost of pumping the current tank and installing a new 1,000 gallon septic tank was \$1,500.

The Board was concerned with funding the project. Kathy Berglund thought this would be considered an emergency. Selectman O'Neal asked if the current leachfield needed repairs, or to be redesigned, and did anyone talk to the Building Inspector about this project. The Board directed the Library Trustees to talk to Rick Pelletier, Building Inspector, get his approval and come back to the Board next Monday evening.

MOTION: Selectman John Reagan made a motion to approve the work at the Philbrick James Library, regarding the septic tank, pending approval by the Town's Code Enforcement Officer. Seconded by Vice Chairman R. Andrew Robertson.

Discussion: Kathy Berglund mentioned the septic tank not having been pumped before and in the future, she thought this should be a budgeted expense.

The Board referred the question of how old the septic system was to Paul Smith. Mr. Smith said the current system is 30 years old and the size of the tank, in the ground, indicates the tank has been there that long, as the tanks are not made that way any more.

Mark Tibbetts said going forward the plan would be to empty the septic tank every year. The leachfield will also be looked at to be sure that it is still working properly.

Selectman O'Neal asked where in the budget the funding would be located. Chairman Barry did not think anyone knew. Selectman O'Neal thought that because departmental budgets are split out the funds might come from the Library Budget.

The Library Trustees did not recall maintenance and repairs for the Library building ever coming out of the Library Budget. Everything within the doors of the building is the responsibility of the Library Trustees and the outside of the building has been maintained by the Town. Maureen Mann stated the Library Budget is very small and if the Library is responsible for this expense the only place it can come from is the book budget.

The Selectmen discussed funding and how the building maintenance and repairs are tracked. For tracking purposes, it was thought that it should be noted the expense was for the Library building.

Kathy Berglund reiterated the Library Trustees would meet with Rick Pelletier, Building Inspector and return to the Board next Monday evening.

VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor to approve the work at the Philbrick James Library, regarding the septic tank, pending approval by the Town's Code Enforcement Officer.

2. French Drain/Retaining Wall

Kathy Berglund said the Library Trustees wanted to talk to the Selectmen about the French drains that were to be installed when the retaining wall was built. Mrs. Berglund deferred to Maureen Mann for the explanation because this was a project started prior to Mrs. Berglund becoming a Library Trustee.

Maureen Mann described the work that was done to the parking lot, of the Fire Station, the taking of some of the Library land to build a retaining wall. At that time, the French drains were to have been installed around the Library to prevent water from seeping into the lower floor of the Library. The approximate cost was \$2,000. The Library Trustees wanted to know whatever happened to that project.

Chairman Barry recalled this work being part of the project when the retaining wall was built.

Maureen Mann did not recall the work ever taking place and is fairly sure it didn't, as there is still water coming into the children's room and reference room in the lower level.

The Board recalled the drainage being part of the project and turned to Mark Tibbetts, Building Maintenance, for an answer. Mark Tibbetts explained there are drains next to the wall. He remembered doing paperwork for a \$4,000 grant from FEMA but that grant was not approved.

The Board saw the need to move forward with this project. The paper trail will be checked and Mark Tibbetts will report back to the Selectmen.

Awarding of Bids/Highway Department

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

Chairman Barry recapped an earlier part of the meeting where Steve Rollins mentioned to the Selectmen that he provided 24/7 coverage, saved costs and made it easier for the Town. Mr. Rollins asked that this, and Mr. Rollins having lived in Town all his life, be taken into consideration when the bids were awarded.

Mr. Cote remarked that if the Board heard Mr. Rollins wishes, Mr. Cote could turn the bids over to the Board of Selectmen for their decision. Chairman Barry explained he was just repeating what was said. Vice Chairman Robertson stated he would look to the Highway Agent for a recommendation.

1. Roadside Mowing

Chairman Barry asked for Mr. Cote's recommendation. Mr. Cote recommended the bid for Roadside Mowing be awarded to Sanborn Industries.

MOTION: Vice Chairman R. Andrew Robertson made a motion the Board take the Highway Agent's recommendation and award the bid for Roadside Mowing to Sanborn Industries. Seconded by Selectman John Reagan.

Discussion: Selectman O'Neal asked that the Highway Agent inform Sanborn Industries what the expectations are for mowing the roadsides and how it is to be accomplished. Mr. Cote stated he told all prospective bidders the mowing would encompass grassy/brushy areas between the walls and no removal of larger trees. Selectman O'Neal requested the acceptance letter state clearly what is expected. Selectman Hooker agreed. Mr. Cote replied if that is what the Board wanted, he would do it.

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

2. Winter Sand

Chairman Barry asked for Mr. Cote's recommendation. Mr. Cote recommended the bid for Winter Sand be awarded to F. L. Merrill Construction.

MOTION: Vice Chairman R. Andrew Robertson made a motion the Board take the Highway Agent's recommendation and award the bid for Winter Sand to F. L. Merrill Construction. Seconded by Selectman John Reagan.

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

3. Road Reconstruction Materials

Chairman Barry asked for Mr. Cote's recommendation. Mr. Cote recommended the bid for Road Reconstruction Materials be awarded to Ivar Martin who would come to the Town Pit and crush Town materials located in the pit for \$3.50 per ton and award the top dressing Road Reconstruction Materials to Willis Rollins Construction.

MOTION: Selectman John Reagan made a motion the Board take the Highway Agent's recommendation and award the bid for Road Reconstruction Materials to Ivar Martin to come to the Town Pit and crush materials (5,000 ton) at \$3.50 per ton using the Town's own materials and purchase other needed materials for road reconstruction projects from Willis Rollins Construction. Seconded by Vice Chairman R. Andrew Robertson

Discussion: Selectman Hooker asked if materials are limited, where other materials would be purchased. Mr. Cote pointed out reconstruction projects are limited this year, two were voted down. The only other materials the Highway Department will need, outside of what is crushed, is erosion stone, 1 ½ inch stone and ¾ inch stone. A couple of culverts are in need of repair which will require one six-wheeler truck load of stone. The cost savings by crushing the material in the pit is huge.

Selectman Hooker wanted to know if the material crushed in the pit would be delivered to a work site or would it be left in a pile. Mr. Cote indicated it could be done both ways. Selectman Hooker compared the F. L. Merrill bid to this process and pointed to the delivery charges F. L. Merrill attached to their bid.

Selectman O'Neal mentioned the e-mail called for 5,000 tons or 7,000 yards and he asked if a limit would be set on what the Town was going to spend. Mr. Cote described the plan which is to crush a minimum. Mr. Martin will stop at 5,000 ton, as he has a scale. The total cost is \$17,500. If there should be 1,500 yards of material left in the Town pit, it may be in the Town's best interest to crush the remainder. Selectman O'Neal agreed on that but did not want the agreement open-ended. Selectman O'Neal asked if the pit would be left in good condition. Mr. Cote said there is a bit of loamy material piled in the pit which Mr. Martin will clear out of his way.

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

4. Paving

Chairman Barry asked for Mr. Cote's recommendation regarding the Paving bids. Mr. Cote recommended the paving bid be awarded to Pike Industries for \$68 per ton.

MOTION: Vice Chairman R. Andrew Robertson made a motion the Board take the Highway Agent's recommendation and award the bid for Paving to Pike Industries. Seconded by Selectman John Reagan.

Discussion: Selectman Hooker did a calculation, using the estimated numbers, and found the total cost for paving to be \$325,000. He asked where the money would come from to cover the cost. Mr. Cote answered the paving line. Selectman Hooker noted that would make that line a little over. Vice Chairman Robertson pointed out that the Board has halted projects, in the past, when funds run out.

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

Highway Department/Repair Bill/Road Grader:

Mr. Cote reported receiving a bill for \$5,000 from CAT to fix the road grader when the wheel fell off. A question arose as to where the money would come from. Selectman O'Neal pointed out an invoice for \$2,700 for ring gear, which brought the total for grader repairs to over \$7,000. Mr. Cote explained that the road grader has not had many repairs in the past.

The option of renting a road grader was looked into. Mr. Cote located road graders owned by local contractors; Willis Rollins \$80 per hour, Advanced Paving \$95 per hour, CLD \$90 per hour. Chairman Barry asked Carl Oehler what the average time was to grade a road like Middle Road. Mr. Oehler replied 8 to 10 hours.

Selectman O'Neal had hoped the offsetting funds for the repairs would have been found in paving but now that may not be possible. Mr. Cote pointed out the quantities budgeted for are only estimates. The Board suggested building a project priority list and then a decision could be made on what can and cannot be done. Chairman Barry commented the Highway Department equipment is old and more repair bills will be coming. Mr. Cote agreed to take a hard look at the numbers and contact Chairman Barry.

Selectmen O'Neal mentioned a possibility of savings in the area of road reconstruction. Mr. Cote believed there might be savings but wanted to wait until the projects were done. Chairman Barry added last year paving had to stop due to low funding and this is something that could be considered again.

The Selectmen will be kept informed of the status of all Highway Department equipment.

Kathy Shigo:

Kathy Shigo read a letter she submitted to the Board of Selectmen which mentioned setting priorities for repairs to the Town's roadways. The primary concern is the attention that Nottingham Road and Cate Road need to have but do not get.

Last year, she came to the Board of Selectmen and then went to Alex Cote, Highway Agent, the Municipal Budget Committee and the Planning Board and was told to return to the Board of Selectmen and the Highway Agent.

Last week, Chairman Barry mentioned Middle Road and Swamp Road and how it was misunderstood by the taxpayers what the process was for repairing those roads. She recalled Chairman Barry saying that in order to get the project done he would get the money somehow. This is poor judgment and a disconnect with the voters.

Kathy Shigo stated the voters voted in favor of the 2009 Budget because the Default Budget was higher. The Warrant Articles presented left other roads neglected and seemed more to be personal agendas. To Mrs. Shigo, roads should be improved for the safety of drivers whose exhaust systems and shock absorbers are being damaged. The roads mentioned previously, and in the Warrant Articles, are not heavily traveled. Nottingham Road is heavily traveled. If the Board of Selectmen could pave Middle Road, which is less traveled than Nottingham and Cate Roads, then Nottingham and Cates Roads should be considered.

Mrs. Shigo did not find the project on State Routes 43 and 107 necessary either. Mrs. Shigo stated that it was the duty of the Board of Selectmen to repair all Deerfield roads.

Not wanting to be perceived as having a personal agenda, because Mrs. Shigo lives in the area of Nottingham and Cate Roads, Mrs. Shigo brought forward Meetinghouse Hill Road which she finds in poor condition as well.

Chairman Barry said the Selectmen take into account what the Highway Agent brings forward to the Board and traffic counts. It was found that Middle Road and South Road were two of the heaviest traveled roads in Town.

Kathy Shigo requested that she be allowed to finish her statement. Mrs. Shigo wanted the Selectmen to ride around Town and see where the real needs are located. The taxpayer's money is to be used not just for the minority and she didn't believe that other roads needed repairs as much as Nottingham Road. For six weeks, trucks loaded with trees, traveled Nottingham Road and that had to have a negative impact on the road.

Chairman Barry mentioned the money already spent on a portion of Middle Road and the Town reaching a point where it was learned there wouldn't be enough to complete the project. Now, the Town could stand to lose the money invested in Middle Road.

Chairman Barry stated he would allow Kathy Shigo a couple more minutes to complete her statement.

Kathy Shigo mentioned that when PSNH upgrades the substation, perhaps there would be some funding for Cate Road to be upgraded. She also wondered about stimulus money. Chairman Barry asked for confirmation from Alex Cote, Highway Agent, that the Town would not be receiving any stimulus money. Mr. Cote replied there would not be any stimulus money for Town road projects.

Kathy Shigo offered to take Alex Cote, Highway Agent, for a ride on the roads she mentioned as she found it important that these roads be worked on. The Board reminded Mrs. Shigo that the voters did not vote in favor of funding road projects.

The Board noted that money in the budget, or warrant articles, for was for specific projects. Vice Chairman Robertson reiterated the funding for 2009 highway projects was budgeted for, in 2009, because the projects were not completed in 2008. Kathy Shigo wanted to see the funds used on other roads in Deerfield. Chairman Barry commented the Highway Agent can come to the Board and indicate what needs to be done. It was suggested, and Mr. Cote agreed, Mrs. Shigo should meet with Mr. Cote. Chairman Barry thought the bottom line is roads need care and the cost of those repairs is attached to his purse strings too.

Kathy Shigo wanted the Board to think in realistic terms. She did not find it realistic to work on Swamp Road or Mount Delight Road when Nottingham Road and Cate Road needed attention. This year, Cate Road was cultivating ice on both sides of the road which made travel difficult. Mrs. Shigo pointed out there are a lot of roads in Deerfield that are like airport runways and thought the Board should look at a road like Meetinghouse Hill Road rather than roads that have already been done. Mrs. Shigo found the Capital Improvement Plan unrealistic as well and thought the taxpayer's money needed to be used wisely.

It was agreed that Mrs. Shigo would talk with Highway Agent, Alex Cote.

Other Business:

I. Alvah Chase Property

Present: David Linden, Deerfield Conservation Commission (DCC)

David Linden, of the DCC, explained there are two contradictory deeds for the Alvah Chase property. The property was deeded to the Town and contained 30 acres. The acreage runs to Thurston Pond according to some documents but it is Mr. Linden's opinion it runs to the Range Line. An abutter, Mr. Lamy, had a survey done but to Mr. Linden there are still contradictions in the deeds.

Vice Chairman Robertson looked at the notes in the Office that Penny Touchette, Assessing Clerk, wrote and the deeds. He could see where the deeds conflicted. Mr. Lamy and another abutter had surveys done.

Mr. Linden said the line doesn't go into the Alvah Chase Land and does not agree with the information in the file. Mr. Linden suggested sending the packet of information to Town Counsel. The Selectmen pointed out they had no authority to pick and choose what deed is right.

Vice Chairman Robertson noted that the difference in deeds may indicate that a survey should be done. Mr. Linden said since the 1800's the property boundary has always been shown as going to the Range Line. Vice Chairman Robertson stated the Town does not have a leg to stand on unless a survey is done. Chairman Barry agreed and added that without a survey the Board has the authority to go ahead and sign Mr. Lamy's Intent to Cut.

Vice Chairman Robertson said the Board of Selectmen does not have any authority to judge which deed is correct. Mr. Linden's concern was that the cutting would take place on Town property. The Board indicated that Mr. Lamy has been very patient and the Intent to Cut has not yet been signed.

To Mr. Linden, there has never been a doubt that the property in question is Town property. Chairman Barry asked what the Deerfield Conservation Commission (DCC) thought about backing up their information with a survey. Otherwise, the Town is left with the surveys and information on file. The Board asked that Mr. Linden request that the DCC have the property surveyed. Mr. Linden was to attend a DCC meeting this evening and would bring the matter forward.

Selectman O'Neal asked if Mr. Lamy's survey was recorded at the Registry of Deeds. The answer was yes.

Mr. Linden did not think the landowner ever walked the land. The Board still saw the only answer to be a survey and Mr. Linden should start with the DCC. The Board requested Mr. Linden bring back the DCC's response to the Selectmen. The Board reiterated that Mr. Lamy has been patient and the Intent to Cut has not been filed. Based on current information, the Board would not have a legal reason to not to sign the Intent to Cut.

Review of Outstanding Minutes/March 30, 2009:

MOTION: Selectman John Reagan made a motion to approve the Minutes of March 30, 2009 as written. Seconded by Vice Chairman R. Andrew Robertson.

Correction: Page 6 of 9, under "Other Business", "1.", replace \$3.00 a ton with \$3.50 per ton.

VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. The Minutes of March 30, 2009 are approved the above noted correction.

Voucher:

Accounts Payable Manifest/\$248,463.15

MOTION: Vice Chairman Robertson made a motion to approve the Accounts Payable Manifest in the amount of \$248,463.15. Seconded by Selectman John Reagan.

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

Signatures Requiring A Vote:

1. Assistant Animal Control Officer (ACO)/Cynthia McHugh

Selectman Reagan questioned who would be the Assistant Animal Control Officer's supervisor. The question also arose as to whether or not the Assistant ACO would be the primary person taking the calls or secondary. Selectman O'Neal wanted to understand what the plan was for this position and how it was going to work. Selectman Reagan asked what would happen if she is not available. The Board directed that a letter of understanding be prepared for Cynthia McHugh that covers the duties of this position.

2. Veteran's Credit/Elderly Exemption

Ella Sawyer/Map 208 Lot 010

MOTION: Vice Chairman R. Andrew Robertson made a motion to grant the Veterans Credit and Elderly Exemption for Ella Sawyer. Seconded by Selectman John Reagan.

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

3. Elderly Exemption

Donald Daley/Barbara Daley/Map 208 Lot 040

MOTION: Vice Chairman R. Andrew Robertson made a motion to grant the renewal of an Elderly Exemption for Donald and Barbara Daley Map 208 Lot 040. Seconded by Selectman John Reagan.

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

4. Veteran's Credit

Susan Bruce Trustee-Otis Bruce/Map 205 Lot 51

MOTION: Selectman John Reagan made a motion to grant the Veterans Credit for Susan Bruce Trustee-Otis Bruce Map 205 Lot 51. Seconded by Vice Chairman R. Andrew Robertson.

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

5. Elderly Exemption

Harold Archer and Irene Archer/Map 413 Lot 078

MOTION: Selectman John Reagan made a motion to approve the renewal Elderly Exemption for Harold and Irene Archer Map 413 Lot 078. seconded by Vice Chairman R. Andrew Robertson.

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

6. Notice of Abatement Denial

Paul Cooper/Map 208 Lot 38

Reason: Homeowner filed abatement citing disproportionate assessment along with three comparable properties. After a lengthy discussion with the homeowner, an interior inspection and review of the comparable properties, it was noted that the comparables are not arms length transactions, and the acreage on the property was incorrectly listed in the Avitar program. Acreage was corrected from .34 acres to .50 acres. Avitar's recommendation is that the abatement will be denied. For further information, see the letter from Avitar dated March 3, 2009.

MOTION: Vice Chairman R. Andrew Robertson made a motion to deny the abatement request for Paul Cooper Map 208 Lot 38. Seconded by Selectman John Reagan.

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

Signatures Not Requiring a Vote:

1. Land Use Change Tax

Map 420 Lot 80-2/Cain Investments-Molly Grant/\$9600

2. Excavation Tax Assessment

Map 209 Lot 35/Nellie Rollins \$226.40

3. Notice of Intent to Excavate
Map 209 Lot 35/Nellie Rollins
4. Land Use Change Tax
Map 209 Lot 35/Nellie Rollins/\$26,500
5. Timber Tax levy
Map 405 Lot 048/Jason Curtis/\$287.67

Review of Correspondence:

1. Invitation/Library Trustees/April 18, 2009/10AM
The Elsie Brown Volunteer of the Year will be honored and the Selectmen were invited to attend.
2. Memo/Update on Computers from IT Administrator/Steve Jamele
The memo identified issues that Mr. Jamele has encountered.
3. Invitation/Representative Carol Shea Porter/April 20, 2009/9AM/Epping Town Hall
This meeting will provide further updates on stimulus funding.
4. Public Information Meeting/NHDOT/April 28, 2009/7PM/Epsom Fire Station
The purpose of the meeting is to discuss concepts to improve safety on State Routes 4 and 107.
5. Letter/Community Action Program/Lynne Doyle/Disaster Relief Case Manager
Ms. Doyle spoke of the empathy and professionalism Mr. Pelletier displayed towards victims of the tornado. He was instrumental in expediting the permitting process and donating his supplies and time. Ms. Doyle found it a pleasure to work with Mr. Pelletier and Colleen Guardia. The Selectmen directed this letter be placed in Mr. Pelletier's personnel file along with a letter acknowledging the recognition.

Town Administrator's Report:

1. Stimulus Funding Meeting

Alex Cote, Highway Agent, Fran Menard, Heritage Commission and Chief of Police, Michael Greeley attended the Stimulus Funding Meeting. Dignitaries spoke and information was handed out which led everyone to the government website. Stimulus funding is tied to State road/bridge projects with federal aid attached. Deerfield does not have projects in this category.

Fran Menard is looking into areas that might be of value to the Heritage Commission as well as the Philbrick James Library. Mr. Cote, Chief Greeley and I will be checking for any other opportunity that we can locate on the website.

Questions asked at the meeting by Mr. Cote, Chief Greeley or Fran Menard will be answered via e-mail. The information will be forwarded to me when received.

2. Vacation Leave

Mrs. Heon requested vacation leave at the end of April, beginning of May. There was no objection.

Other Business:

1. Parks and Recreation/Computer Crash

Selectman Hooker reported speaking to Joe Manzi just prior to the meeting about a computer that crashed on Friday resulting in the loss of all of Mr. Manzi's e-mail. Steve Jamele, IT Administrator, has been

working on the computer which is now operational. Mr. Jamele is looking to Metrocast to recover e-mail back to the middle of March but most likely no further back than that.

Selectman Hooker has recommended to Mr. Jamele that all the PC's in Town Offices use the server to store all e-mail, files, letters and documents to avoid data from being lost. Mr. Jamele has acquired the disk drives and is preparing to upgrade the file server. Selectman Hooker will speak with Mr. Jamele about this project in more detail.

2. Police Department/Billing

Vice Chairman Robertson addressed Selectman O'Neal's comments, at a prior meeting, which Vice Chairman Robertson found insulting to the Police Chief. The remarks concerned a \$75 charge from M & M Ford. In Vice Chairman Robertson's mind, the Police Chief caught an initial over-budget expense and that is what Vice Chairman Robertson would expect Department Heads to do. The Department Head didn't pay it and pointed it out. Regardless of how it worked out, it came across as looking down on the Department Head. The Board appeared to have looked down on the Department Heads who look at preventing going over-budget. This action should have been looked upon favorably.

Selectman O'Neal said he was glad this was pointed out as an over-billing but to him it was rather wasteful having something repaired and paying for it when it should have been under warranty.

Chairman Barry said the M & M invoice, for the alternator, was under warranty but not the labor charges. Chairman Barry asked Chief Greeley if the work could be done as warranty work with O'Neal's Garage. The Chief said the vehicle was apart, at M & M, and would be finished that way. It was a charge the Board knew was coming under the circumstances.

Vice Chairman Robertson stated he was not looking for more comments on this matter but just wanted to make his statement.

3. Hazardous Waste Day

Selectman O'Neal suggested that information be obtained about Hazardous Waste Day and the day scheduled. The Board directed Mrs. Heon to contact Jim Alexander, Transfer Station Director, to learn where the project stands.

Citizen's Comments:

1. Kathy Shigo/Claim for Damage to Vehicle

Kathy Shigo recalled recent correspondence where someone requested reimbursement for damages to an exhaust system, approximately \$900. Mrs. Shigo wanted to know if this claim went to a lawyer and if so, had the Town heard anything. Vice Chairman Robertson answered the claim didn't go to a lawyer and whatever has been done occurred in this room. Chairman Barry added the matter is still in limbo.

2. Harriet Cady/Number of Letters to Bidders

Harriet Cady remembered mention of about 22 letters being sent for auditors. Having listened to the number of bids for oil, knowing that there is a company in Northwood, it didn't seem like many letters were sent. Chairman Barry said a number were sent, the Fuller company did not respond and the notice was published in the Concord Monitor and Union Leader as well as posted on The Forum and the Town Website.

3. Harriet Cady/Propane Companies

Harriet Cady mentioned Palmer Propane had a lower price and suggested the Board contact them as well as other local companies. Mrs. Cady said she offered the suggestion, it wasn't that the Board did not do something right. The price acquired for oil was good and she was glad to see this was done early.

4. Harriet Cady/2008 Audit Report

Harriet Cady asked when the 2008 audit report would be completed. At this time, the Board did not know.

5. Insurance Representative/AFLAC

An insurance representative, from AFLAC, present at this time, thought he had an appointment this evening with the Board of Selectmen. Mrs. Heon explained the Chief was originally scheduled and was to have presented an insurance proposal. However, the Chief rescheduled the appointment for next week.

The Board advised the gentlemen he should make an appointment and provide information in advance of that appointment.

Adjournment:

7:29pm

Selectman John Reagan made a motion to Adjourn. Seconded by Selectman Walter Hooker. Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. The Selectmen's Meeting for April 13, 2009 is adjourned.