

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

The Board of Selectmen held a meeting at 5:30 p.m. in the Town Hall Conference Room.

Members present: Frank A. Byron, Chairman
M. Patricia Jewett
George A. Lambert
Steven D. Perry

Absent: Andrew M. Santom, Vice Chairman

Also present for public session: Linda Langille, Office Manager

PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

CONSENT ITEMS/ANY OTHER BUSINESS

Consent: Abatements. **Any Other Business:** 1. Casino. 2. Keys. 3. Assistance Meetings. 4. Plowing bills. 5. Pepsi.

PUBLIC INPUT

Mr. Alfred Raccio asked that the key situation be talked about sooner than at the end of the meeting.

KEYS

Mr. Perry said that the locksets are ready and would be installed Thursday between 12:00 p.m. and 1:00 p.m. The keys would then be distributed to those concerned. Talk ensued.

MOSQUITO CONTROL DISTRICT

Alfred Raccio, Chairman MCD, and John Poulos, member, came forward to talk about the MCD Plan and the notification procedure in case of positive EEE or West Nile finding. Last year there were issues that needed to be addressed such as the MCD engage in conversations with various departments. Members of the MCD recently met with the School Board, Police Chief, Health Officer and had communications with the Fire Chief.

A handout was provided to the Selectmen this evening which includes the minutes of the meeting held with the various department heads. Mr. Raccio referred to the bottom of Page 6 of the handout with MCD's recommendations:

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

1. The Board of Selectmen to consider granting the various departments authority to expend no greater than \$1,000.00 in the event of a necessary response to address public safety regarding West Nile virus or EEE (Eastern Equine Encephalitis). 2. The Board of Selectmen to consider granting preapproval to all departments regarding inter-departmental utilization of manpower to support public safety issues regarding responses to West Nile virus or EEE. 3. The Board of Selectmen to consider granting the MCD the authority to apply the appropriate measures (as recommended by its contracted experts) to all public owned properties and municipal facilities.

Talk ensued on the above recommendations. Mr. Raccio believes the above recommendations comply with the original direction by the Board of Selectmen as indicated last November. Chairman Byron asked if they had input from the Recreation Commission. Mr. Raccio told the Board that he did speak with Tony Schaffer a few minutes ago and discussed the actions and implementations. Mr. Schaffer had expressed his personal concern and not the Commission's; his concern was the notification process and Mr. Raccio informed him it was the same as last year. This was discussed.

Mr. Raccio said that what was not reflected to Mr. Schaffer was an internal Communication Plan to the Litchfield organizations that would be designed and considered at the next MCD meeting on March 18th. The primary department heads including the Recreation Commission would be on the official notification of activities after the MCD is informed of EEE activity and among the first to be notified...

Mr. Raccio further stated that there were numerous communications between Town attorneys and the Board regarding the control of the properties. Mr. Raccio: The BOS along with the MCD did not try to regulate field activities or regulate the utilization of the recreation; however, the Board of Selectmen does have eminent control for public safety of Town-owned properties. It was under that understanding that we made the recommendation to move forward for your consideration. The Plan is the State plan and does not specifically address barrier application and treatments and that we will engage in a number of activities. Mr. Schaffer's concern was at the Town level governing the issues regarding the applications. All department heads concurred with the Plan and its contents with the exception of the Health Officer with regards to the ordinance that is on hold. Talk continued.

Mr. Raccio: The filing of the Plan does not include the recommendations and the Board could table resolutions with no adverse affect at this time.

Chairman Byron said there is no mention of the schools and asked how it would be handled. Mr. Raccio said it was discussed with Matt Bennett. This was discussed. Mr. Raccio said that it is not in the recommendations but it is addressed in the notification process. Mr. Lambert expressed concern with recommendation #3 as to the final decision and states that on the advice of the contractor, they (MCD) would have the authority to go ahead and spray...without talking to the Selectmen. Mr. Poulos: That is not the intent...the intent is to establish an agreed to line of

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

communications and look at the different risk levels and to get to each certain things have to happen. If we get to a point we have to apply barrier spraying, we would make phone calls to notify you what we need is the process that defines what the steps will be and who would be notified in what order.

Mr. Lambert: Recommendation #3, means without talking to us if you feel it is the right thing to do and your contractor tells you to do it, you can go do this (barrier spraying, etc.) Is that right?

Mr. Raccio: Theoretically, if you boiled it down in that context, yes.

Mr. Raccio went on to talk about last year's endeavor and the fact that they had to get permission to go on Town property by the vendors was an act that the Board of Selectmen had to consider and vote on in the middle of the week. Mr. Raccio: The issue of the Town-owned properties took actions that only the Board of Selectmen could dictate and when final resolution regarding Town owned properties of Parks and Recreation, it was determined that the Board of Selectmen had the ability to control that. The voice concerns from the Recreation Commission were the mass amount of scheduling and pesticides used. Mr. Raccio added that the Mosquito Control cannot just walk out and say they are going to do this.

Talk ensued as to the pesticide used in the spraying and mercury content. Mr. Lambert wants the public to be able to respond to decisions before spraying.

Mr. Perry expressed his feelings about the matter. Mr. Raccio: The activities were governed by the Plan and had never deviated from that...and all meetings are public. We did not mandate a schedule and time and place for any of the applications all public...everyone had a say in the process.

Mr. Byron went on to talk about educating the people so they understand the process that is being proposed. Mr. Raccio said that the MCD would be glad to attend the Recreation Commission's next meeting.

Mr. Byron **MOTIONED** that the Board of Selectmen table this until such time as the Recreation Commission can consider this at one of their meetings to get their input and the MCD would be asked to come back in early March so we can make a decision at that time. Mr. Perry seconded. Motion carried 4-0-0.

ASSESSMENT STATE OF N.H.

Mrs. Langille, Office Manager, talked about the current use files that are being updated for the audit. The veterans' filings and elderly exemptions are also being updated. Once the information is completed with the current use, they will be reviewing the information. Talk went on as to parcels in current use and those under 10 acres. These will have to be checked.

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

Letter: Valuation - Mr. Lambert said in reviewing the letter from Avitar regarding the valuation and houses going down and the taxes would be the same, a chart is needed for easier understanding by taxpayers. The chart should be included and would make for a clearer explanation.

ABATEMENT

The Board discussed a request to waive the interest on late payment of the July bill. The resident (Demers) said they did not know that the July bill was not paid. According to the Tax Collector they were sent a tax bill and it was indicated on the December bill that the July bill was not paid. They did pay the December bill not knowing the July bill was not paid. So, they feel they should not have to pay the interest of \$198.53 that is due. Mrs. Jewett: Wouldn't they know? How long have they lived here? Mr. Byron they said they have resided in Litchfield for 27 years. This was discussed. Mrs. Jewett **MOTIONED** that they will need to pay the interest. Mr. Lambert seconded. Motion carried 4-0-0. Mrs. Langille will respond to the Demers in writing.

RECONCILIATION/CASH ACCOUNTING

Mrs. Langille explained that all the cash should go through the Town Clerk's office. This was discussed as to the Town Clerk's office not being opened the same hours as the Building and Selectmen offices to be able to pay for permits, etc.

Mr. Byron **MOTIONED** that the Board of Selectmen hereby accepts the recommendation of Melanson/Heath to have all cash receipts given to the Town Clerk/Tax Collector's office. Mrs. Jewett seconded. Mrs. Langille suggested it be made effective March. Mr. Byron **AMENDED MOTION** to make it effective March 1, 2010. Mr. Lambert seconded. Amendment: Motion carried 4-0-0. Main motion carried 4-0-0.

CURRENT USE CHANGE TAX

A letter from Avitar was reviewed. Mr. Byron **MOTIONED** to accept the recommendation of Avitar and assess the current use change tax to Diamond Edge Realty for Tax Map 17 Lot 46 in the amount of \$8,000. Mrs. Jewett seconded. It was pointed out that it should go to the present owner. Mrs. Langille will check to see if the subdivided parcel has been taken out of current use. Mr. Byron **AMENDED MOTION** to strike to Diamond Edge and assess the current use tax to the owner of the lot in question. Mrs. Jewett seconded. Amendment: Motion carried 4-0-0. Main motion carried 4-0-0.

STEP INCREASE

Mr. Byron **MOTIONED** effective January 20, 2010, Officer Tessier, changed to Step 4 at

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

\$16.01 as authorized in 4/1/2005 agreement between the Town of Litchfield Police Department AFSCME. Mrs. Jewett seconded. Motion carried 4-0-0.

2009 SPENDING

The end of the year money left is \$53,420.01. It was said the cost for the accountants totaled about \$23,004.90 thus far. The Town is checking to see what Primex would pay.

STREET LIGHTING

Mr. John Poulos came forward with a revised contract with PSNH regarding Rate EOL program. At the end of this year depreciation will be \$11,000 which is \$500 less. Mr. Poulos told the Board that PSNH cannot finance the rate conversion. In the January 2010 bill, the Town received credit for two years worth of electricity on the light located on Old Derry Road. The other two lights at Pine Avenue will be credited this month. Talk ensued. Mr. Lambert questioned what costs the Town is being reimbursed - electricity or utility charges indicating there may be money due to the Town.

Mr. Poulos: They have already accounted for the excess depreciation. If you remember it was \$22,600 and it is now \$11,500. With respect to credit they can only go back 2 years. Mr. Lambert: Is that for electricity or for the lighting costs. Did they take the total cost less the paid out depreciation out of the \$11,000 bill. Mr. Poulos: They did. That is what they claim. Credit is for electricity over the last two years.

Mr. Byron suggested following-up with Town Counsel regarding the PUC issue.

Mr. Perry **MOTIONED** to move forward with the change over to Rate EOL program, remove \$8,000 out of Contingency and take the remainder funds out of the street lighting contract line item. Mr. Lambert seconded. Mr. Lambert **MOTIONED** to hold off until the new Board is sitting. Mr. Byron expressed concern with spending contingency so early in the year. Mr. Perry: I can see a savings in the short-term one year after this we would be saving money. If the budget goes down on the street lighting contract next year, that means that we save the money. Mr. Byron: I think it can easily be budgeted next year to have the \$11,000 to pay down the depreciation and go to the EOL rate system. Talk ensued. Mr. Perry voted yes. Motion failed 1-3-0.

The program is on hold for the time being and to be revisited possibly in July.

Municipal Energy - Talk went on as to a Municipal Energy company that had contacted the Selectmen's office. Chairman Byron said that he spoke with the company representative and he

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

questions who they are. The Town is too small to see any savings regarding what the company offers. Mr. Lambert elaborated on what these businesses offer.

RENTAL CARS

John Poulos was present. Discussions ensued as to utilizing the police vehicle for employees to do errands. There were mixed reviews on the use of the police vehicle: some members felt the use of the police car would be adequate and other members felt that the vehicle was not good for employee use. It was said that if employees use their own car, there is no liability with the assumption of their filing for mileage reimbursement. Insurance on vehicles follows the vehicle and the Town does not insure private vehicles. There is more liability with using a Town-owned car. Tax Collector's insurance assured her she is covered and any injuries on Town business would be covered by workmen's compensation. Talk ensued as to insurance requirements in N.H. Mr. Perry's recommendation is to leave the situation as it is today. As to the Animal Control Officer, it was said that he does get a weekly mileage stipend.

BALLOT HLN

Mr. Santom had reported that to add an insert in the HLN the cost is \$200 to print the ballot and \$400 for the insertion. There is \$600 in the Election budget. Mrs. Langille to get the changes made to the documents noted at the Deliberative Session and she will make the changes for Mr. Santom.

Mr. Perry **MOTIONED** to approve to have the ballot placed in the HLN and will pay the \$600 from line item 4130.30-550 printing. Mrs. Jewett seconded. Motion carried 4-0-0.

PSNH ENERGY AUDIT

Mr. Lambert reported that a representative is in contact with Kevin Lynch so things are moving forward as to setting up a meeting for PSNH to visit the buildings.

SNOW REMOVAL - LIBRARY

Mr. Lambert said that he had spoken with Vicky Varick, Library Director, regarding the Selectmen's letter. She is responsible for having her walkways shoveled. John Poulos said there are four people willing to shovel the Library area for the rest of the year. He will arrange a meeting with the Library Director regarding this matter. They are volunteering to do the shoveling.

MEETING

There will be an informational meeting on Thursday, February 11, 2010, at the Litchfield Middle

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

School Music Room to talk about the status of the Town and to provide the opportunity for questions and answers to topics of interest. There will be some department heads present.

RECONCILIATION

Mr. Lambert reported that on Friday the Town Clerk/Tax Collector and Office Manager reconciled the funds for both departments and they were accurate. They had also discussed policy changes at that meeting. Chairman Byron said there still needs to be a meeting with the Treasurer.

MINUTES - RELEASED

Mr. Byron **MOTIONED** to release to the public the minutes of the nonpublic session of February 1, 2010. Mr. Lambert seconded. Motion carried 4-0-0.

COMMITTEE & DISTRICT REPORTS

School Board - There will be a School Board meeting on Wednesday at Campbell High School at 6:30 p.m.

Community Council – The Annual Meeting will be held a week from Tuesday in Nashua.

NRPC - On February 18, 2010, NRPC (Nashua Regional Planning Commission) will hold the 28th Annual Legislative Forum at 6:30 p.m. at the Crowne Plaza.

COMMUNITY BULLETINS

Cookie Sale - The Girl Scouts will be selling cookies in the Town Hall parking area on February 13 and 14th.

Adult Community Meeting - There will be a meeting on Thursday, February 11, 2010 at the Litchfield Middle School Music Room at 7:00 p.m. The public is invited.

PUBLIC INPUT

Mr. John Brunelle, Solid Waste Committee, came forward to ask if they could begin the project at the Incinerator. The plan is to start the small tasks. The Board agreed.

CONSENT ITEMS

Mr. Byron **MOTIONED** to approve the abatements as recommended by the Assessor (Avitar). Mr. Lambert seconded. Motion carried 4-0-0.

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010

ANY OTHER BUSINESS

Public Hearing - The Selectmen will hold a public hearing on February 16, 2010, at 6:30 p.m. in the Town Hall Conference Room. Mr. Lambert will not be attending the hearing. The Planning Board will hold a meeting following the hearing at 7:00 p.m. to discuss impact fee schedule by Bruce Mayberry.

Elections - Chairman Byron reminded the members that they need to be available to help put away the voting booths, etc. at the end of the elections.

Plowing Sheets - Chairman Byron was told the sheets are retained and not thrown away. The sheets provide the number of hours worked, how much sand used, etc.

PEPSI - The Board is in receipt of a letter from Pepsi Cola offering to do community service to the Town such as stock food pantries, clean parks, etc. This is part of their program to give back to communities. Mrs. Jewett will take charge of this endeavor.

Casino - Mr. Lambert briefly talked about legislation to bring casinos into N.H. and it looks like Hudson, N.H. could be one of the areas.

Adult Community Meeting - It will be held Thursday at 7:00 p.m. at LMS Music Room.

There being no further business, Mrs. Jewett **MOTIONED** to adjourn the meeting. Mr. Byron seconded. Mr. Lambert voted no. Motion carried 3-1-0. The meeting adjourned at 9:43 p.m.

Frank A. Byron, Chairman

M. Patricia Jewett

George A. Lambert

Steven D. Perry

Lorraine Dogopoulos
Selectmen's Secretary

TOWN OF LITCHFIELD

Selectmen's Meeting

February 8, 2010