

TOWN OF LITCHFIELD

Selectmen's Meeting

April 5, 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
Steven D. Perry, Vice Chairman
M. Patricia Jewett
George A. Lambert
John R. Brunelle

5:30 p.m. Review of Paperwork and Communications

Also present for public session: Linda Langille, Office Manager

PLEDGE OF ALLEGIANCE

All rose for the Pledge of Allegiance.

CONSENT ITEMS/ANY OTHER BUSINESS

Any Other Business: 1. Generators. 2. Pepsi. 3. Bandstand Committee. 4. New England Power. 5. Lions Club. 6. Step Increase. 7. Background checks. 8. Recreation applicant.

PUBLIC INPUT

Jason Allen, Girls Softball, came before the Board to extend an invitation to the Selectmen to attend the Girls' Softball opening day, April 17, 2010. This is also to celebrate the new field. Governor John Lynch will be present and there will be activities scheduled such as a DJ, parade, etc. Mr. Allen asked that a Selectman say a few words on behalf of the Recreation Commission's hard work. Selectman George Lambert will speak on behalf of the Selectmen.

The parade/walk is scheduled from Campbell High School to Darrah Pond at 8:15 a.m. and the game will begin around 9:00 a.m. Mrs. Jewett and Frank Byron will also be in attendance. Mr. Allen was told that a Demonstration permit would be needed for the parade.

Recreation Applicant - Jason Allen has applied to serve on the Recreation Commission as a member. His reason for joining is "it is a good organization" and he has been dealing with the Recreation Commission as he is the Litchfield Girls' softball fundraiser coordinator. He further stated that he wants to be more involved in the Town and this is a good place to start. He has attended some of the meetings and said he has the time to dedicate. There is no conflict of interest as far as he can see but if there is, he would excuse himself immediately. A background check will be performed.

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The Board needs a letter from Recreation Commission recommending the appointment of Jason Allen as a member.

Background checks - Chief O'Brion can do the background checks in-house but the only concern is a new ruling regarding fingerprinting. Chief O'Brion is checking on the levels of background checks and he will get back to the Board.

ABATEMENTS

Abatement Map 16 Lot 86 is on hold pending further review by the Selectmen. Mr. Byron **MOTIONED** that the Board of Selectmen hereby grants the abatements for: Map 4 Lot 86; Map 4 Lot 83; Map 4 Lot 75; Map 8 Lot 12; Map 21 Lot 105. Mr. Brunelle seconded. Mr. Byron **AMENDED MOTION** to include that the Board also approves the abatements as specified by Avitar (Assessor). Mrs. Jewett seconded. Vote on amendment: Motion carried 5-0-0. Vote on main motion: Motion carried 5-0-0.

Mr. Byron **MOTIONED** that the Board of Selectmen hereby denies the abatements as recommended by Avitar for: Map 2, Lot 8; Map 1 Lot 18; Map 3 Lot 95; Map 4 Lot 95; Map 12 Lot 59; Map 13 Lot 75; Map 18 Lot 125; Map 14 Lot 185; Map 12 Lot 44; Map 2 Lot 7; Map 12 Lot 98; Map 14 Lot 163; Map 12 Lot 49; Map 12 Lot 66; Map 1 Lot 46; Map UTL Lot UTL, Map 14 Lot 187; Map 20 Lot 108; Map 4 Lot 84 and Map 20 Lot 10. Mrs. Jewett seconded. Vote: Motion carried 5-0-0.

VETERANS TAX CREDIT

Map 1 Lot 102. Mr. Byron **MOTIONED** to accept the recommendation to approve the Veterans Tax Credit. Mrs. Jewett seconded. Motion carried 5-0-0.

INTENT TO EXCAVATE/WARRANT

Excavation Warrant - Mr. Byron **MOTIONED** that the Board of Selectmen hereby directs Theresa Briand, Collector of Taxes for the Town of Litchfield, N.H. in said county that in the name of the State you are hereby directed to collect on or before thirty days from the date of bill from the persons named herewith committed to you the gravel taxes set against their names amounting in all to the sum of \$2,978. 28 with interest at 18% per annum from the due date and all sums not paid on or before that date. Mr. Perry seconded. Motion carried 5-0-0.

Intent to Excavate - Mr. Byron **MOTIONED** that the Board of Selectmen hereby accepts the Intent to Excavate from Litchfield Sand & Gravel for Map 21 Lot 16; Map 21 Lot 17 and Map 21 Lot 18. Mrs. Jewett seconded. Motion carried 5-0-0.

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HIGHWAY MATTERS

The Road Agent will be meeting with Selectmen next Monday with the results of the bid award on the Albuquerque Avenue culvert replacement. The bids are being reviewed by the engineering firm to make sure there is nothing missing. Mr. Brunelle attended the bid opening and reported that there were four bids received and about eight people at the bid opening. There will also be a discussion at the next meeting on the reclamation and repaving of parts of Albuquerque Avenue.

DRAFT PURCHASING POLICY

Chairman Byron provided a draft policy for the members to review. Office Manager Linda Langille had provided a sample copy last year. Talk ensued. Mrs. Langille said there is a BMSI module available to purchase for about \$1,500 to \$2,000 to track purchase orders and it would work with the budget program. This matter will be discussed at the next Selectmen's meeting April 12, 2010.

MINUTES

Mr. Lambert **MOTIONED** to approve the *March 29, 2010*, minutes. Mrs. Jewett seconded. Mr. Perry abstained. Motion carried 4-0-1.

COMMITTEE/DISTRICT REPORTS

Cleanup Day - The Town Cleanup Day is scheduled for Saturday, April 24, 2010.

Household Hazardous Waste Collection - This will take place on Saturday, April 24, 2010, 8:00 a.m. to 12:00 p.m. in Nashua.

Recreation Commission - There will be a meeting tomorrow night, Tuesday, April 6, 2010, at 8:00 p.m. in the Town Hall.

Eagle Scout - Mrs. Jewett will be attending an Eagle Scout Award Celebration for Christopher Dudley on Friday, April 9, 2010, at 6:00 p.m. at the Community Church. She will present to Master Dudley a Certificate of Recognition on behalf of the Selectmen.

FEMA - There will be an Emergency Management Meeting on April 12, 2010, in Londonderry, N.H. regarding reimbursement due to the storm. Chief Thomas Schofield will be attending.

COMMUNITY BULLETINS

Fishing Derby - The Fishing Derby will be held on May 8, 2010, at Marc Lane.

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PUBLIC INPUT

The Manchester Union Leader reporter, present, is leaving to cover the Salem and Windham area.

APPROVAL WITH CONSENT

There was no approval with consent.

ANY OTHER BUSINESS

New England Power Assessment cards - The Board is in receipt of cards to be signed stating the Town has received their filing for Inventory of Taxable Property notices. The Town no longer requires the information. Mr. Byron **MOTIONED** the Board of Selectmen hereby authorizes the signature of the receipt of the Inventory of Taxable Property from New England Power Company for 2010. Mrs. Jewett seconded. Mr. Lambert voted no. A note will be added on the cards that this notice is no longer required. Motion carried 4-1-0.

Toll Road - Mr. Byron **MOTIONED** that we accept the request from the Lions Club to hold a Toll Road on June 5, 2010, at the Incinerator with the concurrence of the Incinerator Manager. Mrs. Jewett seconded. Motion carried 5-0-0.

Step Increase - The Board is in receipt of a letter from the Planning Board Chair, Alison Douglas, recommending a step increase for J. McKibben, Administrative Assistant to Planning Board. Mr. Byron **MOTIONED** to change Joan McKibben to Grade 9 Step 7 effective April 5, 2010. Mrs. Jewett seconded. Mr. Perry questioned if being a part-time employee she was eligible. It was said that in the past, part-time accumulated double the time but it is believed this is no longer the case. Motion carried 5-0-0.

Generators - Mr. Perry talked about town-owned generators located at Town Hall, Fire Station and Campbell High School. He is questioning whether the portable generator should be kept at the school or at the fire department. He then questioned how to maintain the portable generator. The generator at Town Hall does a self test once a week and is serviced twice a year for \$600 a year. The Fire department does a more stringent test on their generator. This was discussed. It was said to leave it up to Fire Chief as to where the generator should be stored. Mr. Perry stressed he is asking on his own and not at the Fire Chief's request. Mr. Brunelle was under the impression that the portable generator would be permanently stored at CHS. He was told there was no decision as to its permanent location. Again, Mr. Perry wanted to know whose decision it is as to the location of the generator. Mr. Byron said it is up to the Fire Chief, as Emergency Management Director, to determine where it is to be kept. The issue is to make sure it is secured and there is no access into it. Mr. Perry will check on the maintenance of the generator at the school to see if the same company used at Town Hall could be used.

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Also, Mr. Perry will get an update on the Forestry vehicle regarding securing a hitch to be able to pull the generator.

Pepsi - Mrs. Jewett asked the Board's permission about contacting Pepsi to determine the reason Litchfield was not picked for the volunteer program. She wants to find out the towns that were picked and what they did to win. There are other grants available she would like to consider applying for. Mr. Byron **MOTIONED** to authorize Mrs. Jewett to talk to Pepsi. Mr. Brunelle seconded. Mrs. Jewett abstained. Motion carried 4-0-1.

Bandstand Committee - Mr. Byron talked about forming a Committee to build a bandstand at Darrah Pond with the money left over from the 275th Anniversary - about \$3,800. The Recreation Commission voted to support the project. The Board is looking for volunteers to serve on the Bandstand Committee. Mrs. Jewett will ask the Recreation Commission as to whether the Committee would be a subcommittee under the Recreation. Mrs. Jewett talked about the bandstand in Nashua and complaints regarding noise. The Committee will be discussed at the next Selectmen's meeting.

There being no further business, Mr. Perry **MOTIONED** adjourn the meeting. Mrs. Jewett seconded. Motion carried 5-0-0. The meeting adjourned at 8:35 p.m.

Frank A. Byron, Chairman

Steven D. Perry, V. Chairman

M. Patricia Jewett

George A. Lambert

John R. Brunelle

Lorraine Dogopoulos
Selectmen's Secretary