

___Bob
___Joanne
___Keith
___Betsy

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Accepted __jmr kac rb_____
Accepted as Amended _____

TOWN OF EPSOM
BOARD OF SELECTMEN MINUTES

APRIL 21, 2008

Present: Bob Blodgett, Chairman; Joanne Randall, Vice-Chairman; Keith Cota

Other Attendees: Rick Belanger; George Carlson; Gary Perry; Stewart Yeaton; Jason Gallant; Joni Kitson; David Fiorentino; Andrew Walton; Gordon Ellis; Mary Frambach; Carole Brown; Nancy Wheeler; Dawn Blackwell; Jay Hickey

Bob opened the meeting at 6:15 P.M. having the Pledge of Allegiance said.

Joanne discussed items she put in the box for Keith to review.

Jason Gallant Re: Awarding Center Hill Road Bridge Bid

Jason Gallant reiterated the bids for this project were opened last week. Louis Berger Group has compared the bids line by line with their estimate of costs. Jason discussed the chart he created for comparing the costs, with some math errors having been found. Due to these errors two bids were revised as follows:

Advanced Excavating & Paving	\$416,265.00
Merrill Construction	\$517,515.35

Jason said what has changed is the low bidder has decided to rescind its bid, saying they misread something in the process and would like to bow out. Jason spoke with Nancy Mayville at DOT. He is not making a recommendation to award the bid until the options are discussed with the Board. The town has to decide if damage has been done, which is a legal question. He said the Board could speak with Town Counsel about the request.

Keith asked if the low bidder could lose the bond with Jason saying yes if the town chose to do that. Jason said the town could go to the number 2 bidder that is also under the estimate and get the work done. Keith asked if Jason had spoken with Advanced Excavating & Paving. Jason discussed there was confusion on their part as to if the cost of the rigid frame for the bridge was included with the bridge construction, which it was not. Jason thought the documents were clear.

Keith asked if Jason had received guidance from Nancy Mayville. Jason said she recommended they talk to Town Counsel. The #2 bid is good. No one was going to make a recommendation until they hear from the Board.

Jason is concerned if the town tries to move forward with a contractor who doesn't want to do the work, suggesting they have additional oversight. He thought the contractor might take shortcuts to try to make some of the money back.

Joanne asked the amount of the bid bond; Jason said 5% or \$20,813.00 based upon the revised bid. Joanne reiterated they had an option to choose the second highest bidder and then to relieve the bid bond. Keith suggested they decide if they are going to honor Advanced Excavating & Paving's bid and then if they should return the bid bond. The question is what legal guidance DOT expects the town to get from legal counsel and if DOT would penalize the town for not choosing the lowest bid.

Joni Kitson asked if all the contractors have the right to pull a bid. Keith said yes, the question was about returning the bid bond. Joni said when the bids were being read the Board should have felt something was wrong. Bill Gelinas stated he was told something wrong. Joanne felt everyone had the same information and could ask the same questions.

Keith thought Town Counsel would tell them a contractor could pull a bid before the bids were open. After they are open they are a legal document. Keith agrees with Jason about forcing a contractor to do the work, the contractor does other work for the town. Keith said they have three other contractors that put in bids, would they want to rethink their bids. Keith understands the difference in the numbers with looking at the comparisons in unit process some contractors cut some items and others did not. He asked Gordon if they have time to get a legal opinion. Gordon said a week would not matter.

Gordon said the second bidder calls him once a day. Joanne asked if all the contractors had the engineering estimate. Jason said they had the final figure.

Jason said the question is the town could say the bidder is un-responsive and throw out the bid. Keith said the project could be rebid. He discussed their considering the request from Advanced to honor withdrawing the bid. The town could take the second bid with the question being if the State would penalize it. He said the board could vote to take the second bid and get legal advice about the bond.

David Fiorentino asked if there were enough discrepancies in the low bid. Jason said it could be considered deficient.

Gordon discussed even if the State penalizes the town our liability would be small. He would be going to FEMA that would pay 75% of the cost with the State paying 80% of the town's 25%. Jason said the difference between the bids is \$90,000.00 and agreed with Gordon.

Keith discussed a part of the proposal gives the town authority to reject any and all bids. Joanne said based on that the Board should declare the Advanced bid unreasonable and unresponsive and reject it. They could go to the next lowest bid, DBU and then discuss the waiver of the bond. Keith said they would be entering into a contract with DBU based upon DOT approval. Jason would prepare a letter to the State and explain the situation.

Keith made a motion to not accept the bid of Advanced Excavating & Paving as it represents an unreasonable and unresponsive bid and accept the bid of DBU of \$507,590.00 for the construction of the Center Hill Road Bridge with approval of DOT with Joanne seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Joanne will contact Attorney Soltani regarding the bid bond.

Jason will prepare the next series of documents and return them to the Board. He will prepare the Notice of Award Agreements; leave them at town office for signature and pick them up for distribution. He would then have the contractor sign them and give the appropriate bonds to proceed to construction. Keith said they should not sign anything until they hear from Nancy Mayville.

Road Agent to Discuss Backhoe

Gordon had all the proposals on backhoes with the only difference being the machine and the willingness of CAT to allow the town to continue to rent the machine until it could own it. Chadwick-BaRoss would only rent to the town for one more year at the reduced rate. Keith asked about the Chadwick-BaRoss maintenance agreement. Gordon said they should have it in the packets, it was separate from buying the machine, but about the same as the CAT agreement.

Keith said CAT is willing to carry on if the town has a Warrant Article next year and it does not pass. He discussed Chadwick-BaRoss doesn't want to continue beyond one more year.

Keith discussed the costs of the machine rentals, VOLVO being \$2,390/month and Milton (CAT) being \$2,500.00/month. Nancy Wheeler said Chadwick-BaRoss is 13 payments a year with a month being 4 weeks. Keith said they also penalize for use over a certain number of hours per year, with no penalty from CAT.

Rick Belanger said CAT would put 90% of the rental toward the purchase with the other company only putting 70% toward the purchase. Keith said it is \$1,070.00 cheaper to go with the CAT.

Joni asked if any of the money paid to VOLVO would go toward the purchase price. Joanne discussed the costs - \$65,143.00 compared with \$42,500.00. Keith said the CAT would cost \$30,000.00 plus the \$42,500.00 for a total of \$72,500.00.

David suggested they also keep in mind the value of the machines after 8 years. Keith was more concerned if the machine would last 8 years. Joni said this depends upon maintenance, she asked the hours on both machines and how has the CAT been used. Joni said the town knows how the VOLVO has been used, but not the CAT.

Andrew Walton asked Gordon to list the problems with the VOLVO. Gordon said the throttle cable has broken, hoses have been replaced and it was sent back three times for recalls, some of these items would have occurred whether the town had the CAT or VOLVO.

Joanne asked if CAT would come out on a service call with Gordon saying yes. Bob asked if the machine breaks down would the company bring a replacement machine, Gordon said CAT would.

Keith discussed the rental costs and in 2½ years the town would buyout the CAT with it taking 3 years to purchase the VOLVO. Joni said they have paid 14 months toward the VOLVO. Keith said it would cost \$15,000.00 more on the Chadwick-BaRoss contract. The Milton contract made more economic sense for the town.

Joni said they had more than one bucket with the VOLVO, asked if there were any others with the CAT. Keith said that was unknown. Keith discussed the CAT had 950 hours on it, what type of hours, what is the history of the machine. Gordon will get the answers. Keith asked if it was under a maintenance agreement and was it serviced by Milton.

Joanne said all other things being equal she would feel better going with the CAT. Rick likes CAT saying the town would get its money back out that machine. When something breaks the parts would be there the next days with skillful service.

Keith stated he does not have a lot of experience with heavy equipment. He is going to rely on others, hearing a general consensus that the CAT is a higher quality machine for repairs, etc. He is looking at as the best cost to the town with the VOLVO costing \$15,000.00 more.

Bob worked at CAT saying when something comes in they go through and repair whatever is needed. Rick discussed other situations he has had with CAT.

Keith verified his numbers saying the VOLVO would require 39 months to pay it off with the CAT only requiring 29 months. He said for 10 months the town would be saving \$2,500.00 a month. Joanne asked if they were ready to vote. Bob felt the CAT would be in good shape. Keith said the Board would have to sign the paperwork, with Nancy saying the paperwork was in the office.

Keith asked the time element. Gordon said the worse case is the town would rent the VOLVO for one more month. Joni asked if they waited how long would it take to get the CAT here. Gordon said he would just have to call and they would truck it over. Joni said the town would be down one day with further discussion ensuing.

Keith asked Gordon how soon Milton could have the history for the machine with Gordon saying he could have it tomorrow. Keith said he could be comfortable with a vote tonight with the history report gone through by Gordon and the maintenance gone through. Joanne said Bob could sign the contract if the reports were acceptable.

Keith made a motion to proceed with the rental contract with CAT for the 420D IT Backhoe (Serial # BLN13306) for \$2,500.00 a month and conditioned the history of the machine is gone through and accepted by Gordon before the contract is signed by Bob with Joanne seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Department Head Meeting

Joanne said there are no reports from the Welfare Officer, Police Department or Barbara Clark.

Dawn Blackwell – Town Clerk/Tax Collector

Dawn has talked to the debit people who said they no longer work with the company they formerly did. She suggested they wait on acting on using debit cards.

Dawn discussed the remaining properties in the deed folder. She said there are nine properties remaining as some people had paid their taxes. More may pay before the deadline. There is one property the town may not want to take. She said the Board has to sign deed waivers if they do not want her to take properties. Dawn discussed the RSAs with copies in the file. Dawn said there are three mobile homes in parks with rent due. Dawn will deed on May 5th and needs to know a week before which properties the Board wants to take. The Board will

discuss the properties next week. Dawn had gone to a workshop on Thursday and has the latest information for deeding.

Nancy Wheeler – Office Staff

Nancy said the auditors were here last week and again this week. Things are going fine so far. Nancy reminded everyone all committee meetings need to be posted with minutes kept and submitted to the office. Nancy said they need to be sure those things are happening.

Nancy commented about the information in the minutes last week about converting the minutes to a PDF file. Nancy said Scott Temple discussed software that could convert a word document into a searchable file. The office is waiting for the procedure as to who is loading information to the Website.

Nancy discussed the question about the bid policy last week. Joanne had mentioned she had a list Nancy gave to her for vendors paid over \$5,000.00. Keith said it would be easier to list exceptions, go to a public hearing and waive them. Nancy said it would be easier to list what the bid policy covers. Nancy questioned how the policy fits in with the Purchase Order policy if an item is bid out, is a Purchase Order required. The board needs to make it clear when a Purchase Order is needed.

Nancy said the Board has the information for the Police Chief's agreement.

Nancy has a request from a citizen to the town that she will discuss at the end of the Department Head meeting.

Joanne asked Nancy if she could bring the reports for the bid policy. Nancy said they are prepared; the Board could discuss the bid policy next week. Keith said they need to understand and further clarify the policy.

Stewart Yeaton – Fire Chief

Chief Yeaton discussed Concord increasing its intercept fees. He has talked to area chiefs about the issues and their budgets. Most towns are on the same cycle as Epsom. Chief Yeaton had drafted a letter for the Board to send to the towns they provide service to indicating Epsom's fee would increase January 1st. Once the Board votes on the increase Chief Yeaton will follow-up and send the letter to the towns Epsom works with. A letter is also being sent to the Fire Chief and Mayor of Concord discussing they have been short a dispatcher for over a month. The area chiefs are concerned with the costs of overtime, etc. in covering this slot.

Chief Yeaton has found the LGC is holding a hearing on the insurance coverage on fire vehicles. He did not know if anyone else was aware. Chief Yeaton said the town should review its coverage and what they are getting for insurance.

Chief Yeaton is watching his fuel and oil lines, having spent approximately 66% through 1/3 of the year. It recently cost almost \$200.00 for the department to fill the ambulance. The overtime line is almost 1/2 gone. He said Captain Moulton is going out rather than calling in Concord. The call volume is 24 calls ahead of last year as of the beginning of April. It should level off after April.

Epsom is participating in an area drill in Northwood on Wednesday. On May 1st they are having their annual supper. It is out of town this year with Northwood to be doing coverage.

Joanne made a motion to allow Chief Yeaton to start the increase for paramedic intercepts to other towns as of January 1st with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Joni said chief Yeaton commented he almost needed a Purchase Order to fill the ambulance, thinking the Board should vote to not need a Purchase Order for the Fire Department to purchase fuel. Chief Yeaton said it is an emergency vehicle.

Gordon Ellis – Road Agent

Gordon said he will be removing the road postings. The grading is to start tomorrow. Gordon needs a dump permit as he has items to take to the BCEP, giving one to the Board for signature.

The F550 is at Sleepers for warranty work.

Gordon will be returning the second week of May depending upon what Pembroke does on North Pembroke Road for drainage work. He said if they do the project in Pembroke some work has to be done in Epsom to make everything work.

Nancy asked about calls the office might get tomorrow about the roads being unposted. Gordon said to tell them they would be unposted as of Wednesday morning.

Gary Perry – Parks & Recreation

Gary is taking reservations for Webster Park. The Boy Scouts have started the clean-up; the water has been turned on with testing to be done.

May 2 through 4 the Boy Scouts will be using the park with the road being closed off from the legion to Route 28. The Scouts will use the legion lot for parking. Gary requested something on the TV and Website for the road closure.

Joanne asked how they were blocking the road. Gary said with saw horses. Keith recommended putting up road closed signs; he did not want any hazards.

Discussion ensued with Joanne to have it put on the TV and Website. Nancy asked if they wanted an ad in the Sun. Gary would like this done, Barbara will be asked to do this. Gary will contact Barbara. Keith suggested also putting it in the Concord Monitor under the town crier section.

Gary had two Purchase Orders, one for mowing. Last year the cost was under \$5,000.00 with Gary asking if he needed to bid the project. He did a Purchase Order as the person also did a cleaning at the beginning of the season. Joanne said he did not need to bid this work. The second Purchase Order is for Bartlett Excavating. The road to the river was done last year with ditching and repairs needing to be made. There are trees to be cleared in the river that will have no FEMA money to pay for the removal.

Gary will have to revamp the information sent to FEMA for the beach area. Gary is concerned with undertows and wood debris. A lot depends upon what is in the river. VHB has been doing some free analysis with Gary asking for their opinions.

George Carlson – Meetinghouse Committee

George said they have a contractor and architect. Keith asked as they are developing floor plan options who would be making the decisions as to what to do. George said it would be presented to the Committee for a consensus and then to the Board of Selectmen.

Jay Hickey – Zoning Compliance Officer

Jay spoke with the architect working on the medical building. Jay suggested the plans go to the town engineer for review.

Jay said building permits are continuing to be requested. Single family homes are slow with a lot of requests for items on non-conforming lots.

Jay discussed a letter the Board should have for a complaint about a stonewall being removed. The person removing the wall wants to remove the rest, but would maintain the boundary. They stopped when they found they could not remove a stonewall. Jay will discuss further later with the Board. Bob asked if the stones moved would be put back. Jay said that is up to the Board, they may want to talk to Attorney Soltani. Keith asked who initiates the action with the person who wants to remove the stonewall. Jay said the person who wants to remove it.

Joanne read the letter. The person who is removing the wall wants to replace it with shrubs.

Joanne asked Jay to review the information for the request to the Board to increase fees for auto salvage lots. Jay said the current fee is \$75.00 but does not reflect the costs. The RSA allows a fee of up to \$250.00 that one person pays now.

Keith had a telephone call from the other operator. Keith noted in his conversation with Len Gilman, Mr. Gilman has no concern as long as the cost is justified. Joanne asked if the Board wanted to address this now. Keith wants to know the amount of time and paperwork to justify the \$250.00, asking for a breakout. Jay will do a breakout saying there are also classes to be taken. Keith said that is part of incidental expenses. Bob's opinion was to jump the fee to \$150.00 and then in the future they would be able to jump it more if necessary.

Joanne said there would be more training required next year if HB1635 passes. There would be more State involvement.

David asked how many hours has the Board spent on junkyards and related items. Joanne said she had 12 hours of training and 1½ hours on inspections. She also discussed what she has done for self training.

Jay said the last thing is there was an oil spill on the former Warren property. The Fire department was called for a fire, they called jay. The people were breaking down vehicles without draining the liquids. Jay brought the State out. They were doing well for clean-up until the bank took the property over. Jay discussed what is being done. The bank has an engineering firm doing samples and will let the bank know what is to be done.

Nancy did not know if the Board had questions about the Chief's submission. Joanne said this was #6 under "For Signature". Bob read the memorandum. Joanne verified Nancy aid for the Chief to maintain the exempt status under the FLSA, the patrol duties can be no more than 20% of his normal work week duties. He can work patrol shifts in addition to his regular workweek and duties, which is the plan. Those shifts would be at hourly rates and subject to OT requirements of FLSA.

Joanne made a motion to accept the agreement with Chief Preve as read aloud earlier with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Nancy discussed a letter received by the office from the Family Estates Cooperative, the former Christmas Tree Mobile Home Park. They are investigating funding from a community block grant for a failed septic system. Keith asked if it was a private park. Nancy said yes, it is a cooperative with a lot of regulations.

Nancy did some investigation of the grants. The Cooperative could qualify under emergency status and also for feasibility studies. Nancy said this type of grant has to be requested by the municipality. A letter was attached with estimates to replace the system with other information.

Nancy talked to the Finance Authority who suggested they hire an expert as the process is involved. Nancy had a list of consultants who would do the grant with some who would work at no cost unless the grant was received. Nancy thought the Cooperative did not fully understand the program.

Further discussion ensued. Nancy inquired if matching funds were required; being told it is helpful but not required. Keith asked if the grants were 100% with Nancy not knowing. The cooperative may have to put in some funds. Nancy reiterated the town has to apply for the grant, not the cooperative.

Rick has been involved in several of these suggesting they talk to Paul Bradley. Rick thought no money would be required from the town, but the town has to apply.

Joni said no town money is involved but it sounds like Nancy has put quite a bit of time into. It took up office time; Joni asked if Attorney Soltani had been contacted. Nancy said no.

Nancy said she tried to do some education regarding block grants, discussing grants deadlines. Keith suggested passing the information to Attorney Soltani to see what information he could provide. Keith suggested they extend an invitation to Paul Bradley to come and chat with the Board.

Keith asked if the Health inspector says the system has failed what could they do. Discussion ensued that in a park two homes could be on the same septic system. Nancy said she spoke with Deb Murray, who has been a Cooperative Board member for a short time.

Joanne suggested they have the office send the information to Attorney Soltani for review. They should wait to hear from him before deciding what to do. Nancy said the Cooperative is not sure of what type of grant they want and are looking for advice.

Bob asked where the estimates, etc. came from with Nancy saying people gave them to the Cooperative. Joni said the town applies for the grant, but who administers it. Nancy did not know.

Keith reiterated they need to get input from Attorney Soltani. Advise him that the Board has information from the Community Finance authority for a request from the Cooperative. The town is looking for information regarding the requirements and responsibilities. Nancy has a name to contact and is aware of the request.

The Board took a break from 8:38 P.M. to 8:48 P.M.

CONFIDENTIAL
Items for Non-Public

Joanne explained there was two items under litigation. One is for Epsom Manor. Attorney Soltani suggested they release the non-public minutes. The other item has to do with a welfare situation.

Non-Public per RSA 91-A:3 II(e) for Litigation X2 (In Confidential Section)

Joanne made a motion to go into non-public session per RSA 91-A:3 II(e) for litigation to discuss Epsom Manor with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed with Bob, Joanne and Keith voting yes.

The Board went into non-public session at 8:50 P.M. returning at 9:03 P.M.

Joanne made a motion to go into non-public session per RSA 91-A:3 II(e) for litigation to discuss a welfare situation with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed with Bob, Joanne and Keith voting yes.

The Board went into non-public session at 9:04 P.M. returning at 9:12 P.M.

Joanne made a motion to seal the minutes of the first non-public session with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed with Bob, Joanne and Keith voting yes.

Joanne made a motion to seal the minutes of the second non-public session with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed with Bob, Joanne and Keith voting yes.

FOR SIGNATURE

- 1. Accounts Payable/Payroll**
- 2. 1 Manifest**
- 3. Veteran's Exemption**
- 4. Intent to Excavate & Intent to Cut**

Keith asked if the Intent to Excavate had gone through the Planning Board, saying a reclamation plan was needed. Joanne did not have a response. She said 99% of the time Barbara has gone through to be sure everything is set. Keith wanted to be sure the applicant has followed the regulatory process. He would like a record all the regulatory processes have been followed. The board signed the Intent to Cut.

5. BCEP Budget Committee member Appointment Papers

Joanne discussed at the Budget Committee meeting she mentioned they needed a representative to the BCEP. Larry Yeaton had volunteered.

Joanne made a motion to appoint Larry Yeaton as the Budget Committee representative to the BCEP with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

The Board signed the appointment papers.

FOR DISCUSSION

Joanne had an item that was not on the agenda. It was a letter from the Rolling Bones Dog Club. They would like to place a memorial bench in honor of three members they recently lost at Webster Park. Mary Frambach said the Parks Committee is to discuss the placement of the bench at its Thursday's meeting. She suggested the Board wait to respond until after that meeting.

A. Cemetery Mowing Contract & Memo

Joanne reviewed the memo from Butch Kimball. She discussed the mowing cost of \$10,000.00 would have to go out to bid unless a waiver is obtained. Joni asked if the Cemetery Trustees have been notified of the bid policy, Bob said probably not. Joanne said they could ask Butch to apply for a waiver due to time constraints. Keith said in the letter they have proceeded to review bids and could not find someone. Keith would consider this a request for a waiver.

Joni discussed the trustees have had problems with people in the past and Kevin Riel has done a good job. Keith had concerns with wording of the contract. Joni explained after the first year they have left when to mow to Kevin's discretion. He mows about every week and they have never had an issue with it. Kevin has taken a loss and is respectful of anyone in the cemeteries; historically they couldn't ask for a better person. Keith said if there have been no historical problems then he has no problem.

It was discussed in a past year the cost went over as the mowing season was extra long. The Trustees came before the Board before the costs exceeded the contract amount. Joanne felt a waiver needed to be submitted by the Trustees.

Keith made a motion to accept the Cemetery Trustees waiver on the bid process to mow the cemeteries with Joanne seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Keith made a motion to enter into a contract with KMR to mow and trim the town cemeteries in the amount of \$10,000.00 from May 15, 2008 to September 30, 2008 with Joanne seconding the motion.

Bob asked if there was any discussion on the motion.

Joni suggested they come up with a formal waiver from the bid process. Keith said they need to look at the bid policy.

There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

B. Letter Re: Stonewall Boundary/Zoning Compliance Letter Attached

Joanne indicated they had discussed this previously. Keith said the neighbor is disputing and he still has concern with the removal of the stone wall. Joni suggested they check with Attorney Soltani as a boundary is being removed.

Keith did not have too big an issue; his concern was the right of way is reestablished. The two pins are still on the ends and there will be a stone in the middle.

Keith suggested they have the office contact the Chulacks to come in and discuss the issues.

C. 2 Charitable Exemptions for Vote

The exemptions are for Epsom bible Church and Northeast Recovery Association.

Joanne made a motion to accept the 100% exemption for the Epsom Bible Church with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Joanne made a motion to accept the exemption which has been reduced to 67% of value with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

D. Exemption to the Bid Policy

Joanne read the request from the Road Agent to exempt some items from the bid policy. Keith said this would be for the 2008 season only. Joanne said it would be for the duration of the policy unless stated otherwise, but if the board wanted to

they could vote on this every year. Keith reiterated Gordon had said with planning he could go out to bid for grading and mowing.

E. Holiday & Summer BOS Schedule

Joanne said Nancy is okay with the holiday meeting dates. Nancy has no problem with the board meeting every two weeks, but she said if A/P is done every 2 weeks some bills might be paid late. Joanne asked about Selectmen coming in to approve invoices during the week. Nancy said that had been an issue last year with a Selectman.

Joni said last summer when the board did not have meetings for two weeks and AP's were signed with checks cut the LGC said it was a no no.

F. FEMA Flood Map Updating

Joanne said they have 90 days to review the information on the Website. Keith said some of the FEMA data is outdated as it does not show the river change. He said they need to send the information to the Planning Board. Joanne said also to the Fire Department, Police Department and Emergency Management Director.

Betsy Bosiak said due to the 911 maps it should be sent to the Fire Department to verify the roads names, etc. as the Fire Department keeps the official maps.

The information will be sent to everyone with Joanne noting the maps do not show the river change.

MINUTES FOR REVIEW AND DISCUSSION

Final Minutes of April 7, 2008

Joanne made a motion to accept the final minutes of April 7, 2008 with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Final Non-Public Minutes of April 14, 2008

Joanne made a motion to accept the final non-public minutes of April 14, 2008 with Joanne seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Draft Minutes of April 14, 2008

The Board reviewed and amended these minutes.

Joanne made a motion to accept as amended the draft minutes of April 14, 2008 with Keith seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

LIAISON REPORTS

Keith and Bob did not have any reports.

Joanne noted Nancy had given the board an updated budget as of April 15, 2008. Betsy said there was an error in the Budget Secretary section as she has only charged for two meetings and they have not spent the money indicated on that line. She has passed the information to Harvey to have corrected.

Joanne has asked Attorney Soltani to review a bylaw she wrote for Class 6 roads. He rewrote it for Board review. They just received it today. Keith said if they do it as an ordinance they need to do a public hearing. He said with regard to question 4, they need to set what is allowable by law and need something to define the fines.

Joni asked if anyone had checked to see if any past board had done anything. Joanne said Larry Yeaton told her they had situations in the past and at that time they used the current statutes. Joanne said she could ask Attorney Soltani for the RSAs or more information.

Keith said with an answer to that question he had no problem with taking it to a public hearing. Betsy suggested they check with Jay Hickey as a few years ago they had similar issues. Jay and Gordon were to put up granite posts to mark the Class 6 roads.

Joanne said the next Website Committee meeting will be May 2. They will have a full committee, will take minutes and determine who is to upload information. Ed Vien is resending her Pittsfield's updated bid policy, saying they do not follow it 100%.

Joanne sent an e-mail to the Library Trustees but has not heard back from them. Joanne has asked Barbara to check on the Odd Fellows exemption assuming a letter has been sent.

Joanne said they have the warrant articles for the new library.

Joanne made a motion to close the meeting with Bob M. seconding the motion.

Bob asked if there was any discussion on the motion. There being no discussion on the motion, Bob called for a vote. The motion passed unanimously.

Bob adjourned the meeting at 10:30 P.M.

Respectfully submitted,

Betsy Bosiak
Recording Secretary