

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
September 12, 2011  
MINUTES**

**Call to Order**

5:30pm: Chairman, John Reagan called the meeting to order.

**Pledge of Allegiance to the Flag**

Chairman Reagan asked all to rise and pledge allegiance to the Flag.

**Present:** John Reagan, Chairman; Alan E. O'Neal, Vice Chairman; Stephen R. Barry, Bill Perron, and R. Andrew Robertson, Selectmen

**Also Present:** Leslie A. Boswak, Town Administrator, Jan Foisy, Finance Director, Katie Libby, On Call Recording Secretary, and Penny Touchette, Bookkeeper

**- Abatement – Mr. Paul Foote**

Chairman Reagan noted that the Board contracts out to Avitar Associates for all assessing values, unless there is evidence otherwise, the town will decide in favor of the Avitar assessment. Mr. Foote has contracted and paid for the services of a third party to assess his property. This material has not been delivered to Avitar. Mr. Foote gives the Board permission to share the information with Avitar. Mr. Reagan confirms that the evidence will be forwarded to Avitar Associates and they will have more information once a full review has been conducted.

**- FairPoint Communications – Mr. Adam Cate**

FairPoint Communications is seeking to perform tree maintenance on Old Candia Road, between Middle & South Road. Four property owners are affected and have been notified of their intent to cut. Two have consented and two have been non responsive. The latter were notified of the opportunity to hear from FairPoint at tonight's meeting and are not in attendance. Per RSA the road is under the jurisdiction of the Board.

**Motion to Allow FairPoint to conduct tree maintenance as outlined in its letter** - Selectman Barry

**Second** – Selectman Robertson

No Discussion – All in Favor – Motion Carries

**Regular Business**

**- Outstanding Minutes – August 29, 2011**

**Motion to approve the minutes** – Vice Chairman O'Neal

**Second** – Selectman Robertson

No Discussion – All in Favor – Motion Carries

**- Accounts Payable - \$777,891.48, of which \$750,000 represents the school**

**Motion** – Vice Chairman O'Neal moved to approve the Accounts Payable as stated

**Seconded** – Selectman Robertson

No Discussion – All in Favor – Motion Carries

**For Signatures**

**- Notice of Intent to Cut Wood or Timber – 110 Raymond Road**

No Motion Required – Authorized with Signatures from the Board

**- Form MS 1**

**Motion to sign the form as written** – Vice Chairman O'Neal

**Second** – Selectman Barry

No Discussion - All In Favor – Motion Carries

**- Notice of Abatement – Tucker Real Estate**

Land Use Tax Bill was originally \$6,000 – has been reduced \$2,500 to a new amount due of \$3,500

**Motion** – Selectman Barry

**Second** – Vice Chairman O'Neal

No Discussion – All in Favor – Motion Carries

**- Request to Waive the Cleaning Fee Deposit for Contra Dances at Town Hall**

**Motion** – Vice Chairman O’Neal

**Second** – Selectman Robertson

No Discussion - All in Favor – Motion Carries

**- Timber Tax Levy - \$872.64 – John & Alberta Cole & Rachel & Bryan Durst**

**Motion** – Vice Chairman O’Neal

**Second** – Selectman Robertson

No Discussion - All in Favor – Motion Carries

**- Petition and Pole License (1 Pole)**

**Motion** – Selectman Robertson

**Second** – Vice Chairman O’Neal

No Discussion - All in Favor – Motion Carries

**- Request to Waive User Fee for Cub Scouts to use GBW Parking Lot on 10/8/11**

**Motion** – Selectman Barry

**Second** – Vice Chairman O’Neal

No Discussion - All in Favor – Motion Carries

**- Seeking Individuals to Serve on the Forestry Commission and the Zoning Board of Adjustment**

**Unfinished Business**

None

**Town Administrator’s Report**

**- Highway Department** - The Highway Department foreman will be out of work for 4-6 weeks following a work related injury. Matt Kimball will be filling in during the absence. Would the Board like to adjust Mr. Kimball’s hourly wage to reflect the increased responsibilities. Mr. Reagan asked if a policy change would be required for an individual acting out of title. Selectman Barry replied that the Board has the authority to act as necessary during the situations and feels Mr. Kimball should be compensated for his temporary new assignments. Rate would be \$18/hour, Mr. Kimball’s work as foreman began 9/1/11.

**Motion to approve temporary hourly rate adjustment** – Selectman Barry

**Second** – Selectman Robertson

No Further Discussion – All in Favor – Motion Carries

**- Northern Pass Committee** – The Committee Chair has requested use of a Sound System for the upcoming Town Wide Informational Session. L. Boswak indicated that the sound system service would cost the town \$985 and there are no funds available. Funds are also unavailable to provide the public with coffee and water during the session. Selectman Robertson indicated that perhaps a community member would step up to donate the beverages and that the Committee should consider contacting the School to see if their portable sound system could be made available.

**- Employee BBQ** – To be held Friday, September 16<sup>th</sup> at the GBW Building, all are encouraged to attend.

**- Hazardous Waste Day** – To be held Saturday, September 17<sup>th</sup> beginning at 9am

**New Business**

**Preliminary 2012 Budget Reviews**

- **Executive** – Same figures carry forward from 2011.

- **Legal** – Budgeted \$14,000 in 2011, as of 8/24/11 expenditures were \$15,037. 2012 preliminary budget figure is \$20,000. L. Boswak commented that the town should be prepared for any instances of a lawsuit. They will continue to stress that all department heads go through the Town Administrator prior to engaging Legal in an effort to control costs.

- **Ambulance** - \$9,500 – level amount as services are contracted.

- **Forestry Commission** – Same \$6 figure carries forward from 2011.

- **Debt Services** - \$1 – Change in the line item as revenues collected to be delivered to the State of NH have been removed as these funds were pass-through monies.

- **Heritage Commission** – Preliminary budget figure up from \$300 in 2011 to \$600 for 2012. The commission is looking to develop and maintain a website. \$150 of line represents the National Preservation Trust; \$100/quarter represents the website, with an additional \$50 of misc monies.

- **Memorial Day** – Same \$250 figure carry forward from 2010 and 2011.

- **Advertising & Regional Association** – Budgeted amount has increased 2% from \$3,225 in 2011 to a projected \$3,241 for 2012. This represents LGC dues. Four employees will be going through the leadership program. That program would cost \$900/person for non-members so dues more than pay for themselves.

### **Citizens Comments**

- Ms. Cady notes that she is in receipt of a bill from the Planning Board seeking an additional \$500 for the expenses of Mr. Keach. Is disgusted with bills that provide no details. She feels she is paying for wasted discussion time between the board and legal and would ask to see emails between the parties. Selectman Barry suggested she make this request to the Planning Board. Ms. Cady would like the Board of Selectman to start looking at these costs from Engineers.
- Ms. Cady asks if the town has heard if it will receive any payback from LGC to the community. L. Boswak responded that because the town no longer uses the firm, and did not during the period in question, it would not apply.
- Mrs. Cady asked if the Board has heard anything regarding the sale of Raymond Ambulance as the town's contract is with them. Vice Chairman O'Neal answered that they have not, but asked the Town Administrator to put in a phone call to confirm or deny that rumor.

### **Nonpublic Session:**

**5:50 pm** Vice Chairman O'Neal made a motion to enter a Nonpublic Session under RSA 91-A:3,II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Seconded by Selectman Barry.

**Roll Call Vote:** Perron-Yes; Barry-Yes; Robertson-Yes; O'Neal-Yes; Reagan-Yes

**6:03 pm** The Nonpublic Session ended.

### **No Action/No Decisions:**

It was noted that no action was taken or decisions made within the Nonpublic Session.

### **Minutes Sealed:**

**MOTION:** Selectman Robertson made a motion to seal the Minutes of the Nonpublic Session as divulgence of information contained in those minutes would likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Selectman Barry.

**Roll Call Vote:** Perron-Yes; Barry-Yes; Robertson-Yes; O'Neal-Yes; Reagan-Yes

### **Nonpublic Session:**

**6:04 pm** Vice Chairman O'Neal made a motion to enter a Nonpublic Session under RSA 91-A:3,II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Seconded by Selectman Barry.

**Roll Call Vote:** Perron-Yes; Barry-Yes; Robertson-Yes; O'Neal-Yes; Reagan-Yes

**7:03 pm** The Nonpublic Session ended.

### **No Action/No Decisions:**

It was noted that no action was taken or decisions made within the Nonpublic Session.

### **Minutes Sealed:**

**MOTION:** Selectman Robertson made a motion to seal the Minutes of the Nonpublic Session as divulgence of information contained in those minutes would likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Selectman Barry.

**Roll Call Vote:** Perron-Yes; Barry-Yes; Robertson-Yes; O'Neal-Yes; Reagan-Yes

### **Nonpublic Session:**

**7:04 pm** Selectman Robertson made a motion to enter a Nonpublic Session under RSA 91-A:3,II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Selectman Barry.

**Roll Call Vote:** Perron-Yes; Barry-Yes; Robertson-Yes; O'Neal-Yes; Reagan-Yes

**7:20 pm** The Nonpublic Session ended.

### **No Action/No Decisions:**

It was noted that no action was taken or decisions made within the Nonpublic Session.

**Minutes Sealed:**

**MOTION:** Selectman Robertson made a motion to seal the Minutes of the Nonpublic Session as divulgence of information contained in those minutes would likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Selectman Barry.

**Roll Call Vote:** Perron-Yes; Barry-Yes; Robertson-Yes; O'Neal-Yes; Reagan-Yes

**Adjourned**

7:23 pm

**MOTION:** Selectman Robertson made a Motion to adjourn. **SECONDED:** Selectman Barry **VOTE:** All in Favor  
The September 12, 2011 meeting is adjourned.

*The Minutes were Transcribed and Respectfully Submitted by Katherine A. Libby, Recording Secretary.  
Pending Approval by the Board of Selectmen*