

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
November 7, 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, Penny Touchette, Bookkeeper & Katie Libby, On-Call Recording Secretary

Budget Reviews

Highway Department - \$798,253.00 – Alex Cote

Alex Cote presented the Board with the highlights from the proposed 2012 budget. The Vehicle Repair line item is able to be reduced an additional \$4,500 to \$15,500 as repair for the F250 that was scheduled for next year was needed to be completed in 2011 as a result of the October 31st storm. The Training line item has also gone down \$60 to \$720. A. Cote noted that they have been able to use the GBW Building for much of their training and as a result those sessions have been free. They now have two master road scholars. Major road reconstruction projects proposed for 2012 include Meetinghouse Hill Road, Nottingham Road, Church Street, and Brown Road. A. Cote noted that while Brown Road is a small section, they are consistently having school buses stuck in that area and addressing the road there will resolve that problem. Vice Chairman O'Neal asked if those four projects were the reason for the \$87,000 year over year increase and A. Cote confirmed. He informed the Board that the town is behind on paving and in six to seven years they will be facing a big hit. Vice Chairman O'Neal asked if the Default Budget is voted, which project will suffer? A. Cote answered Brown Road.

Alex Cote informed the board that he has two Warrant Articles he would like to see presented to the town.

- A. Warrant Article to resurface Nottingham Road from Mountain Rd to Parade – at a cost of \$86,000
- B. Warrant to purchase a 12 inch brush/wood chipper - \$31,000.

Selectman Barry asked how much the rental of the chipper is costing the town currently. A. Cote answered approximately \$5,000/year – the major issue being that sometimes they cannot get access to the rentals when needed. Vice Chairman O'Neal asked if there was a space to store the equipment indoors? A. Cote answered, yes and advised the Board that a piece of equipment like this should last the town twenty years. Cost of the purchase could be reduced if they were able to find a second hand piece of equipment.

Finally, A. Cote asked the Board if they wished to consider a Capital Reserve fund dedicated to the Highway Department. He cited several sizable expenditures that could be approaching, including a grader that is 28 years old, repairs to the one ton, and a back hoe that is beginning to show troubles. Chairman Reagan confirmed that the Board would consider his recommendation.

Regular Business

-Outstanding Minutes – October 24th, 2011

Motion to approve the minutes as written – Selectman Barry
Second – Selectman Robertson
No Discussion – All in Favor – Motion Carries

-Outstanding Minutes – October 31st, 2011

Motion to approve the minutes as written – Selectman Barry
Second – Selectman Robertson
No Discussion – 3 yes, 0 no, 1 abstention – Motion Carries

- Accounts Payable - \$34,066.43

Motion – Vice Chairman O'Neal moved to approve the Accounts Payable as stated
Seconded – Selectman Robertson
No Discussion – All in Favor – Motion Carries

- Resignation of Eric Hardy from the Deerfield Police Department, effective November 26, 2011**
Motion – Selectman Barry moved to accept the resignation
Seconded – Selectman Robertson
 No Discussion – All in Favor – Motion Carries

- Resignation of Erika Heilman from the Northern Pass Advisory Committee**
Motion – Selectman Robertson moved to accept the resignation
Seconded – Vice Chairman O’Neal
Discussion – Selectman Barry asked that the Board send Ms. Heilman a letter thanking her for her favor
 All in Favor – Motion Carries

- Notice of Intent to cut Timber – Mountain View Road**

- Notice of Abatement for USA Mobility – old assessment of \$43,500 to \$0**
Motion – Selectman Barry moved as written
Seconded – Vice Chairman O’Neal
 No Discussion – All in Favor – Motion Carries

- Supplemental Tax Warrant - \$2,138 for the Deerfield Elderly Housing**
Motion – Vice Chairman O’Neal moved as written
Seconded – Selectman Robertson
 No Discussion – All in Favor – Motion Carries

- NHRS Tax Shelter Election form for Political Subdivision of Town Employees**
Motion – Selectman Barry moved to approve
Seconded – Vice Chairman O’Neal
Discussion – Chairman Reagan explained that this will allow the deductions made for the NH Retirement System to be pre-tax deductions. Will change the way those funds are reported on the individuals statements. Selectman Robertson asked if there would be a change to Administrative or TPA fees? Jan Foisy answered no.
 All in Favor – Motion Carries

- Timber Tax Levy in the amount of \$2,508.29 for Robert & William Rix**
Motion – Vice Chairman O’Neal
Seconded – Selectman Robertson
 No Discussion – All in Favor – Motion Carries

- Agreement to Contract w/ George Sansoucy to update the Public Utility Property for PSNH, NH Electrical Co-Op, and Fairpoint Communications**
Motion to approve – Selectman Barry
Seconded – Selectman Robertson
Discussion – Vice Chairman O’Neal confirmed that the sum of that contract was \$8,000. P. Touchette confirmed. That amount is less than 2011.
 All in Favor – Motion Carries

- Request from NH DES to Appoint Wes Gollum to the Lamprey River Watershed Advisory Committee**
Motion to Approve – Selectman Barry
Seconded – Selectman Robertson
 No Discussion – All in Favor – Motion Carries

- Renewal for the Dental Coverage & Rates for period Jan 1, 2012 – Dec 31, 2012.**
Motion to Approve – Selectman Barry
Seconded – Selectman Robertson
Discussion – Chairman Reagan noted that the rate for an individual has gone up 0.7%, a couple has been reduced 2.1%, and coverage for a family has been reduced 0.8%
 All in Favor – Motion Carries

- Notice of Computer Adjustment for Alan & Caroline McNeil – old assessment was \$343,800, new is \$343,100**
Motion to Approve – Selectman Barry
Seconded – Selectman Robertson
 No Discussion – 3 yes, 0 no, 1 abstention – Motion Carries

-Schedule of Flexible Account Services Pricing from Local Government Center – increased \$0.50 cents over 2011

Motion to Approve – Selectman Barry

Seconded – Selectman Robertson

No Discussion – All in Favor – Motion Carries

Unfinished Business – None

Town Administrator's Report

- The Water System for the GBW Building has been approved by the State and is scheduled for installation prior to Thanksgiving
- Tonight's meeting marks the end of the initial Budget Reviews. Does the Board wish to invite any of the Department Heads back for another look?
 - Selectman Barry expressed his opinion that the Board should have a clear direction on how they wish to approach the 2012 Budget before spending the time to review department by department. If the intent will be to fall to the default and not sincerely consider what the Department Heads have expressed a need for, then time further time should not be wasted. J. Foisy noted for the Board's information that the current proposed budget is \$98,000 over 2011's. Selectman Perrin noted that if the Town cuts too much from the budget we are lined up to come up against some major issues, the Jaws of Life, Police Cruiser, and Maintaining of the Roads were given as examples. Selectman Robertson concurred that he feels the current budget is pretty bare bones.
 - Selectman Barry also asked if the Board will talk about raises for town employees this year, and if so, how strongly? Noted that the Warrant Article to award employees a 2.5% raise last year failed, while the School's budget, including raises, passed. If the raises are presented to the Town he feels they should make a similar effort as the school in getting it passed. Vice Chairman O'Neal said that he would support the raises on a Warrant Article. Selectman Robertson agreed.
 - Selectman Robertson suggested that the Board skip inviting the Department Managers back for further review at this time – the Board will review budgets individually.
- The Board will plan to review all suggested Warrant Articles for the next meeting. They have until the 28th of November before presenting finalized information to the Municipal Budget Committee
- Encumbrances Deadline is December 14th
- Alex Cote has volunteered to serve on the Forestry Commission
 - Motion to Appoint** – Selectman Barry
 - Second** – Selectman Robertson
 - No Discussion – All in Favor – Motion Carries
- Mark Tibbetts sat in on the Grant Meetings today and the Town of Deerfield has been awarded a grant in the amount of \$2,809.80 for the purchase of a forestry pump, 5 pairs of forestry pants, 10 shirts and 10 helmets. The matching amount to be budgeted by the town will be \$2,809.80
- 911 Packets will be reviewed by Mark, Mike & Alex and will come before the Board for vote next week

Citizens Comments

Ms. Kathy Shigo noted that she feels the Highway Dept's amount budgeted for repairs on Meetinghouse Hill Road seems excessive in comparison to the other roads and would say that Mountain Road is a priority. She would like to go on record as saying that Nottingham Road is the worst road in town.

Ms. Harriet Cady asked the Board if it has considered asking Mr. George Sansoucy about the Northern Pass Project – to see if he has any firsthand experience with other pipe and electric line projects and how they have affected local appraisals.

Budget Reviews – Cont.

Library - \$84,902.00 – Evelyn DeCota

Selectman Barry opened discussion by questioning the increase in the part-time employee line? Ms. DeCota informed the Board that that figure represents a 5% increase for her technical assistant who has not seen an increase in three years, and the exponential increase in demand for services is making his job much more difficult. The Friends of the Deerfield Public Library have funded a new public access computer and have also purchased two new flat screen monitors for the existing public access computers. J. Foisy noted that the budget should also include a \$200 increase for longevity due in January. Vice Chairman O'Neal stated that the Board

needs to determine if it will keep this in, access to these increases needs to be consistent across all departments.

E. DeCota noted that the contract for downloadable material has increased \$175 over last year – this includes dues and eBooks are now included. After having installed a programmable thermostat, new insulation in the Library’s attic, and honey comb shades, the Library hopes to reduce heating costs by 25% in 2012. All other lines are level funded. Selectman Robertson asked how the Library usage is? E. DeCota commented that with the difficult economic times now, more than ever, the town residents are turning to the Library for access to books, computers, DVDs, etc.

Vice Chairman O’Neal noted the \$4,200 in funds remaining from a 2008-2009 Warrant Article that was awarded. Will the Library be returning the unused funds? E. DeCota answered no, they will be putting in Central Air through the furnace system as part of the efficiency project.

Other Business

Chairman Reagan and the entire Board of Selectman presented Ms. Evelyn DeCota with a Granit Clock to commemorate her having reached 30 years of Service with the Library. Chairman Reagan noted that Ms. DeCota is a prime model for any Department Manager and the Town thanks her for her thirty years of service!

Adjourned

6:28 pm

Motion – Vice Chairman O’Neal

Second – Selectman Robertson

All in Favor - Motion Carries

Next Meeting Monday, November 14th at 8:00 am

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