

**TOWN OF DEERFIELD
BOARD OF SELECTMEN**

**May 7, 2012
MINUTES**

Call to Order

5:30pm: Chairman, Steve Barry called the meeting to order.

Pledge of Allegiance to the Flag

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

Present: Steve Barry, Chairman; Alan O’Neal, Vice Chairman; Bill Perron, Richard Pitman and R. Andrew Robertson, Selectmen

Also Present: Leslie A. Boswak, Town Administrator

Scheduled Appointments

A. Opening of Bids - Mowing

The Board is in receipt of the following bids:

- a. BMC General Contracting of Epsom, NH for \$310/week totaling \$12,400 for 2 years. \$490/visit for the landfill and \$100/visit for the Transfer Station.
- b. KMR Landscaping for 20 visits a year at \$502.50/visit totaling \$20,100 for 2 years. \$900/year for the landfill.
- c. Gerry Purdy of Deerfield, NH for \$415/week totaling \$16,600 for 2 years, plus \$600/year for the landfill.

Mark Tibbetts informed the Board that he has been satisfied with the work that BMC has done in past years and at the lowest bid he is comfortable with awarding them the work.

Motion – Selectman Pitman moves to award the 2 year contract to BMC General Contracting as bid

Second – Selectman Robertson

All in Favor – Motion Carries

B. Acceptance of Grant – Fire Department

The Fire Department has been awarded a Grant for \$3,800 towards the purchase of a skid unit. \$3,800 in matching funds will be taken from the Departments Grant Line. This unit will put a pump, tank and medical unit onto the Gator.

Motion – Vice Chairman O’Neal moves to accept the \$3,800 grant

Second – Selectman Robertson

All in Favor – Motion Carries

C. Bid Awards – Fire Escape

Having reviewed all of the bids submitted it is Mark Tibbetts’ recommendation that the contract for repair of the Fire Escape be awarded to Gary Anderson in the amount of \$5,650. Vice Chairman O’Neal asked if there were funds in the budget to cover this bid amount. Mr. Tibbetts confirmed yes, the money is available in the Government Buildings Line and the Town has been pleased with the work Mr. Anderson has done on the George B White Building to date.

Motion – Vice Chairman O’Neal moves to award the contract to Gary Anderson

Second – Selectman Perron

All in Favor – Motion Carries

D. Parks & Recreation – Passenger Van

Joe Manzi was in attendance seeking an update on the Passenger Van project. Leslie Boswak indicated that the insurance quote had been obtained and that the rate would be the same as the current van’s policy, approximately \$485/year. Chairman Barry asked if Mr. Manzi had worked to draft a policy. Mr. Manzi confirmed yes, and that the first draft had been forwarded to the Town Administrator for review. With the Board’s permission he would like to move forward with identifying a vehicle for purchase. Chairman Barry noted he was comfortable with Mr. Manzi proceeding with the understanding that the policy needs to be finalized prior to making a purchase. Mr. Manzi will return with a proposed policy. Vice Chairman O’Neal would also like to suggest that going forward any insurance premiums be paid out of the Department’s revolving fund.

E. Highway Department – Paving Update

Highway Agent Alex Cote provided the Board with an update that the Meeting Hill House Road project has begun, paving is scheduled to be completed the week of the May 14th or the following week. Mr. Cote would like the Board’s permission to manage the Department’s budget in such a way that will allow him to move funds between lines and pave a portion of Nottingham Road this year while Pike is working on the Meeting Hill House segment of road.

Vice Chairman O’Neal expressed concerns with dipping into the Contractor line for funds, given the risk that large amounts of snow in November and December would put the Town in a tough position. Selectman Robertson expressed concerns that this

area of road paving had been presented to the citizens in the form of a Warrant Article and that the Town voted “no”. Mr. Cote responded that the Warrant Article was not for this particular section of road. Chairman Barry asked how much it would cost to do the proposed piece of Nottingham Road and asked if the work could wait until later this fall. Mr. Cote answered that it would cost \$46,000, of which \$20,000 would come from Impact Fees. Mr. Cote informed the Board that the Impact Fees must be used this year or they would have to be lost. They could decide to wait, but at the risk that the cost of liquid asphalt will likely increase, potentially at a significant rate, and they would also have to pay \$3,000 - \$4,000 more in mobilization fees. Chairman Barry asked what the advantages of doing the work now were. Mr. Cote responded that it would give the Town the opportunity to complete all of Nottingham Road in next year’s budget and would be a continued effort to keep up with the Town’s ongoing paving needs.

Selectman Robertson expressed that if the Highway Agent thinks that it can be done within the constraints of the budget that he is comfortable with the proposed course of action. Selectmen Perron and Pitman agreed. Vice Chairman O’Neal would prefer to hold off at this point, and make use of the impact fees towards current projects.

Motion – Selectman Robertson moves to allow the Highway Agent to move forward with the paving of Nottingham Road and reconstruction of the Salt Shed as proposed

Second – Selectman Perron

Vote – Yea, 4; Nay, 1 – Motion Carries

Mr. Cote noted that the Town’s Fill Policy remains unfinished. Chairman Barry asked that the item be put on the agenda for the Board’s next full meeting so that the policy can be finalized and put into place.

Regular Business/Signatures

- Approval of Minutes from April 23rd and 30th

Motion to approve as written – Selectman Robertson

Second – Selectman Pitman

No Discussion – Yea: 3, Nay: 0, Abstained: 1 – Motion Carries

- Accounts Payable - \$20,222.80

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

All in Favor – Motions Carries

- Cemetery Deed, Originally signed 9/12/1994 and never recorded

No Discussion – Signatures Executed

- Appointments – Heritage Commission

The Heritage Commission would recommend the appointments of Jim Deely to a 3 year term, Carol Levesque to a 3 year term, Lindsey Coombs to a 2 year term, Sienna Larson as alternate member for a 1 year term. Deb Boisvert has resigned from the Commission and there is currently 1 vacant position.

Motion – Selectman Robertson moves to approve the appointments as read

Second – Selectman Pitman

All in Favor – Motions Carries

Chairman Barry asks that a letter be composed thanking Ms. Boisvert for her service

- Appointments – Planning Board

The Planning Board would recommend the appointment of Rick Pelletier as an Alternate Member for a three year term

Motion – Vice Chairman O’Neal moves to approve as read

Second – Selectman Robertson

All in Favor – Motion Carries

- Appointments – Cemetery Commission

The Cemetery Commission would like to appoint Fran Menard through April 2015

Motion – Vice Chairman O’Neal moves to approve as read

Second – Selectman Robertson

All in Favor – Motion Carries

- Appointments – Zoning Board of Appeals and Adjustments

The Board of Adjustments would like to appoint Sandra Logan as Member with a three year term and Anthony Dimauro as an Alternate Member with a three year term, both terms to expire in April of 2012. Member John Sinnamon has resigned from service.

Motion – Selectman Pitman moves to approve as read

Second – Selectman Robertson

All in Favor – Motion Carries

Chairman Barry asks that letter be composed thanking Mr. Sinnamon for his service

- Notice of Abatement Denial – Deerfield Boy Scout Troop

Discussion – Vice Chairman O’Neal asked if this issue might be reviewed again if it would create a hardship for the Troop. Chairman Barry is in receipt of a communication from Charlie Reese, the Troops representative apologizing for missing the deadline, he was told the Troop did not own any property in Town. It is an issue of booths at the Fairgrounds having been recently assessed and the denial is based solely on the fact that the Troop missed the filing deadline.

Discussion was tabled, to be reviewed at a future date as a potential hardship issue

- Notice of Abatement Denial – Alan & Carolyn O’Neal, Millstone Lane

Motion – Selectman Robertson moves to accept the recommendation to deny abatement

Second – Selectman Perron

All in Favor – Motion Carries

- Application for Elderly Tax Exemption – Wayne & Grace Myer, Old Centre Road

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Pitman

All in Favor – Motion Carries

- Timber Tax Levy in the Amount of \$594.15 to John & Janice Defranzo, Ridge Road

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

- Notice of Intent to Cut Wood or Timber – John & Janice Defranzo, Ridge Road

No Discussion – Signatures Executed

- Notice of Abatement Denial – Mark & Molly Brewer, 61 South Road

Motion – Vice Chairman O’Neal moves to accept the recommendation to deny abatement

Second – Selectman Robertson

All in Favor – Motion Carries

- Notice of Abatement Denial – Paul & Nancy Baptiste, 116 Middle Road

Motion – Vice Chairman O’Neal moves to accept the recommendation to deny abatement

Second – Selectman Robertson

All in Favor – Motion Carries

- Notice of Abatement Denial – Scott Sybert & Christine Green, 93 Coffeetown Road

Motion – Selectman Pittman moves to accept the recommendation to deny abatement

Second – Selectman Robertson

All in Favor – Motion Carries

- Application for Current Use – Jason Mahon & Anne Meyers, 257 Middle Road

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

- Application for Current Use – John Hollis, 6 Poor Farm Road

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

Unfinished Business None

Town Administrator’s Report

- The Historical Society is planning to make a presentation of the Boston Post Cane to the oldest citizen in town at their meeting on June 28th at 7p and would ask that the Board of Selectman attend the reception.
- The Town Administrator’s office is working on finalizing the lease terms for the Fire Truck. They have found the lowest rate of 2.66% out of Colorado and will be presenting that paperwork for signatures once it is complete.

Other Business Chairman Barry noted that in the past the Board has had a policy that the Citizen's Comments portion of its meetings are kept strictly to comments, it is not a time for question and answer. He would reiterate that policy. Additionally the Board has asked that comments be kept to less than three minutes, if it is the Board's pleasure to have additional information taking additional time it can make that decision as it sees fit. All agreed that it was the policy and they should adhere to it.

New Business None

Citizens Comments

Harriet Cady expressed that she has been approached by two citizens in the past three weeks who have spoken to her about being refused a meeting with the Board of Selectman by the Town Administrator and would ask if the Board has a policy addressing this?

Walter Hooker noted that there was an article in the Union Leader regarding Ms. Cady's suit against the Town and the Court's deciding in the Town's favor. He would like to know what the Town's expenses in defending against that suit were. Understanding this is a time for comments only, he will ask the Town Administrator following the meeting.

Meeting Adjourned

6:30pm

Motion – Selectman Pitman

Second – Vice Chairman O'Neal

All in Favor - The May 7, 2012 meeting is adjourned

Next Meeting Monday, May 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*