

**TOWN OF DEERFIELD
BOARD OF SELECTMEN**

**August 13, 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 Boswak, Town Administrator

Scheduled Appointments

A. Longevity Award – Mel Graykin

The Board Presented Mel Graykin with an award for her 10 years of service with the Library and thanked her for her dedication to the Town.

B. Police Department – CIP Presentation/Department Update

Chief Greeley opened discussion as a joint presentation with Fire Chief Tibbetts, regarding the Town's need for a Safety Complex to house the Police, Fire, Rescue and Emergency Management Departments. The estimated, all inclusive, cost for this undertaking would be \$2.2 million. Chief Tibbetts spoke to the dangerous nature of the current Fire Department's location, pointing out that it is congested and residential, and that the noise from the department often disrupts its neighbors. Chief Greeley indicated that the same safety concerns apply to the current Police Department location. Additionally he cited concerns about space and restroom availability. Should a criminal in the office need to use the facilities he is escorting them through a public space to do so, this is particularly troublesome where juveniles and privacy laws apply. He also noted that State laws mandate that juvenile and adult criminals remain sight and sound separate and that the current location does not allow for this. Both Chiefs expressed that they understand the process of approving such a sizeable project will take a few years, but feel that it is time to be seriously considered. They also noted that sharing all four departments in one complex would be more efficient in terms of a sharing of resources, i.e. a septic, kitchen, well, etc.

Vice Chairman O'Neal asked if there had been a specific location identified for the complex. Chief Tibbetts answered that there are a few ideas, but that the Departments wanted to make sure that the Board of Selectmen are on board first. The most likely location would be on the town-owned land near Freese's Pond. Chairman Barry expressed that the Board is in full support and noted the importance of getting the community informed and engaged. Selectman Robertson was optimistic, noting that Nottingham, Brentwood and Lee have all recently approved similar undertakings. All agreed that the next step will be to identify a specific location and work among all four departments to develop how best to present the information to the public.

Other items identified by Chief Greeley as part of the Capital Improvement Plan included the replacement of bullet proof vests coming due in 2013, repairs or replacement of the cruiser laptops. Down the road duty weapons along with Department rifles and shot guns will need to be replaced, along with the copier/printer that the Department has requested in the past. Chairman Barry confirmed that these items were in addition to the annual cost of a new cruiser. Chief Greeley replied yes, that all of these are upcoming needs that will be in addition to the annual cost of doing business. The Board thanked him for his time and work in putting together the list of Department priorities.

C. Fire Department – CIP Presentation/Department Update

Chief Tibbetts presented the Board with the following list of upcoming expenditures the Fire Department anticipates as part of the CIP:

- In 2014 the Chevy Tahoe will be 10 years old it currently has 94,000 miles on it. It is reaching the end of its work life expectancy, but Mark would anticipate keeping it for training and less frequent use.
- The Department will require a new Tanker in or around 2015 at an approximate cost of \$450,000. Mark pointed out the cost is difficult to estimate where they are looking three years out, but that at that time the current tanker will be 28 years old.

- In 2016 they will need to think about replacing the 20 SCBA units and 8 spare bottles. Chairman Barry suggested he consider replacing one or two units each year in preparation for this.
- New Safety Gear will need to be purchased in 2016/2017.

The Board thanked Chief Tibbetts for his work in compiling this list. Vice Chairman O'Neal noted that he feels the Tanker is the top priority. Chief Tibbetts agreed and noted that he will be presenting a Warrant Article to set aside \$20,000 this year to begin a capital reserve fund for the expense.

D. Administration Department – CIP Presentation/ Department Update

Leslie Boswak informed the Board that the traffic calming on Church Street is the Administration Departments only project for inclusion in the CIP. The plan would be to eliminate the parking in front of the Library on Church Street and to expand the parking availability in and around the Town Hall and Fire Department at an estimated cost of \$45,000, but that with the talk of a new Safety Complex that the project may be a “wait and see” issue.

Chairman Barry noted that he feels the CIP should also include updated needed to the GBW Building.

Regular Business/Signatures

- Approval of Minutes from July 30, 2012

Motion – Selectman Robertson moves to approve the Minutes as written

Second – Selectman Pitman

All in Favor – Motion Carries

- Approval of Minutes from August 6, 2012

Motion – Selectman Pitman moves to approve the Minutes as written

Second – Selectman Robertson

Vote – 4 yea, 0 nay, 1 abstained – Motion Carries

- Accounts Payable – \$20,784.76

Motion – Vice Chairman O'Neal moves to approve

Second – Selectman Robertson

All in Favor – Motions Carries

- Contract with Cartographic Associates for Tax Map Maintenance – April 1, 2012 – March 31, 2013

Selectman Robertson encouraged anyone who has a chance to check out the cartographic/tax mapping system used by the Town of Hopkinton to do so, he found it very impressive and something to keep an eye on for the future.

Motion – Vice Chairman O'Neal moves to approve the contract for \$2,750 with Cartographic

Second – Selectman Robertson

All in Favor – Motion Carries

- Application for Reimbursement – 2,369 acres assessed at \$3.4 Million (Bear Brook & Pawtuckaway Properties)

Motion – Vice Chairman O'Neal moves to sign the application

Second – Selectman Robertson

All in Favor – Motion Carries

- Land Use Change Tax – George & Susan Carrigan, Griffin Rd

Intent appears to be pulling 0.35 acres out of current use with no dollar impact, the Board assumes it is a housekeeping item, but unable to determine exactly what the application was looking to accomplish the paperwork was returned requesting a more detailed explanation.

- Timber Tax Levy in the amount of \$1,436.91 - Harold Archer, Middle Rd

Motion – Vice Chairman O'Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

- Intent to Cut Wood or Timber – Mary Sklarski, Birch Rd

No Discussion – Signatures Executed

Unfinished Business

Chairman Barry noted that the Board will be doing a site walk at Veasey Park on Friday, August 17th. Selectmen O'Neal, Perron, Pitman will be in attendance along with Rick Pelletier.

Town Administrator's Report

- The Board has been presented with the final safety management report from the Joint Loss Management Committee. Leslie would respectfully request that they review and consider adopting it at their next evening meeting which is prior to the State's deadline.
- The Town has received notice that we were approved for the National Civic Community Corp. Eight to ten volunteers will be doing work in Town from September 12th through November 2nd. It was noted that it was Alex's request for work identifying GPS coordinates of culverts/signage that caught the attention of the group as that is something they've not done before. Receiving this service is very positive.
- The DES will be hosting a Public Hearing August 28th at the Town Hall to discuss the water levels at Pleasant Lake.

Other Business None

New Business None

Citizens Comments

Harriet Cady raised three items in comment:

- Through recent contact she finds that the faucets in the women's restrooms of the GBW Building seem to be always running, which would in turn lead to the pump always running and would suggest replacing the faucets would help with the pump problems that have been occurring.
- She spoke recently with Jim Sullivan re: the Women's Club Scholarship Fund and there has been no answer as to whether or not a Public Hearing is needed to structure the fund as was presented last month.
- In thinking about the Safety Complex she would recommend pulling a previous plan done by Jeff Cook as well as touring the Raymond and Nottingham facilities.

Nonpublic Session:

6:30 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. **(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 Robertson.

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

6:45 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 Vice Chairman O'Neal.

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

Meeting Adjourned

Motion – Selectman Pitman moves to adjourn

Second – Selectman Perron

All in Favor – Meeting is Adjourned at 6:48 pm

Next Meeting Monday, August 20th @ 8:00am

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