

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
October 7, 2013  
MINUTES**

**Call to Order**

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

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

**Also Present:** Leslie Boswak, Town Administrator, and Jan Foisy, Finance Director

**Pledge of Allegiance to the Flag**

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

**Plowing Contract – Keith Rollins**

Mr. Rollins appealed to the Board for information as to why he has been told he will not be getting a plowing contract this year. He has been plowing for Deerfield for some forty-three years, when he went to pick up his contract for this season he was told he would not be getting one, he has heard hearsay this is because he drives too fast and has pushed dirt/gravel onto people’s driveways, but no one has communicated with him directly about these issues.

Highway Agent Alex Cote spoke that it was not his choice to discontinue Mr. Rollin’s contract, he feels it should be the choice of the Board. He recalled that a letter was to be drafted in March to Mr. Rollins regarding the non-renewal of his contract. The Town Administrator remembered being approached by the Road Agent to have the Board write a letter, but the issue never came before the Board for action. Chairman Barry asked if there were reasons the Road Agent would not want Mr. Rollins plowing this year to which Alex answered no. There had been an incident last year, but Alex was not around at the time, he will speak to Mr. Rollins to be sure that it is clear what is expected of him.

**Non-public Session**

**Motion** – Vice Chairman O’Neal moves to enter into a Non Public Session under RSA 91-A:3, II a, c

**Second** – Selectman Robertson

**Roll Call Vote** – Pitman, yes; Hutchinson, yes; Robertson, yes; O’Neal, yes; Barry, yes

**Reconvene public meeting 6:04 pm**

Chairman Barry noted for public record that no action was taken during the non-public session

**Motion** – Vice Chairman O’Neal moves to seal the minutes from the non-public session

**Second** – Selectman Robertson

**Roll Call Vote** – Pitman, yes; Hutchinson, yes; Robertson, yes; O’Neal, yes; Barry, yes

Chairman Barry informed Mr. Rollins that he will be getting a plowing contract and that the Road Agent will oversee and monitor the activity of all contractors, clearly communicating expectations to them.

Chairman Barry asked Alex if he had a replacement for Mark as he will not be plowing the Town lots this winter. Alex has been approached by Steve Rollins and was planning to have him do the work. The Board asked that Alex pull together a list of the areas Mark did and put the work out publicly to solicit interest. It will be posted locally and a decision will be made once all interested parties have had a chance to apply.

**Scheduled Appointments**

- **Bill von Hassel – Middle Road Ditching –**

Mr. von Hassel raised concerns with the ditching that was done on Middle Rd in front of his property, near the junction with South Rd. He indicated that a stone wall along his lot line was pushed back and that several lot line markers were eliminated. Members of the Select Board have done a site visit and were familiar with the area. Mr. von Hassle had the property surveyed in 2005 with pins placed every 50-75 feet, the pins along the

line of ditching are now gone. He has received an estimate from Earl Sanford of \$800 to re-triangulate the lot and to put in new pins. Alex has been to the area to survey the complaints. The individuals who did the ditching have told him that the wall was not moved, he believes a stump was pulled which may have resulted in rocks falling and potentially covering the pins, he plans to visit the property tomorrow with a backhoe to lift the rocks in question and attempt to locate the pin. Vice Chairman O'Neal asked if it was possible the markers were drilled holes and not iron pins to which Mr. von Hassle responded that he is 100% sure there were physical pins as he paid extra in 2005 to be very specific.

Chairman Barry asked what Mr. von Hassle would suggest as a remedy to which Mr. von Hassle responded that he would like to have the work done to be absolutely certain the corner marker is in the correct location, he would also like to see the stone wall returned to its original location and restored.

The Board agrees to authorize paying for the re-triangulation and pin placement. If that survey shows the wall needing to be moved it will be addressed at that time. Alex will show the Sanford quote to Steve Keeche and it will go forward from there.

Chairman Barry expressed his shared concerns with the ditching across from the von Hassle property, it appears very susceptible to erosion and the culverts are blocked. Alex responded that the work is not finished and it will be properly addressed.

- **Kevin Barry – 2014 Budgets**

**Town Clerk/Tax Collector** – K. Barry reviewed the proposed 2014 Town Clerk/Tax Collector Budgets. An additional 100 hours for Part-Time employees has been requested, additionally \$100 more has been included under the mileage line as the employees are planning attend more training sessions. They plan to encumber \$500 from the 2013 budget and combine with \$500 for 2014 to do some work in Record Retention with microfiche. K. Barry noted that the increased usage of Online Vehicle Registrations has allowed them to reduce that line. Chairman Barry asked how many registrations were done online, K. Barry will find out.

**Town Meetings** – The change year over year in this budget is due to there being three elections in 2014 versus just one in 2013. There will be a State Primary and General Election in addition to the Town Elections, as a result the line is up \$4,278 to \$10,310

**Emergency Management** – K. Barry reviewed the proposed 2014 Emergency Management Budget, there were no major changes. He pointed out \$100 included in the Equipment line for the purchase of a surge protector. Vice Chairman O'Neal spoke that, though they have not had to utilize the Emergency Generator, he thinks it is important that the Emergency Operation Center be put onto that grid. He suggested that if there is a surplus of funds in this year's diesel fuel line that the money be encumbered for that purpose. Leslie will get a quote for the quote for the electrical work to do just that one room and the Board will keep the project in mind for year end.

- **Denise Greig – 2014 Budgets**

**Social Agencies** – D. Greig went through an overview of the proposed Social Agencies budget. All of the Programs listed have been supported for the past 6-7 years, some longer. There were no new agencies on the list, but she did increase the line for the Rockingham County Meals on Wheels program. The Agency has had an increase of 13% to Deerfield Residents over the last year and has had its funding from other sources cut. D. Greig spoke of the important service both for meals and safety that the group provides. As a result she has allocated an additional \$382 to that line.

**General Assistance** – D. Greig reviewed the 2014 General Assisted with the Board, most lines remained the same, there was an increase in the Employee line due to a longevity award. She noted 12 hours budgeted for an On-Call Deputy to provide direct services should she be unavailable. The Appropriations line was kept the same, she has seen a pick-up in employment, but it is still underemployment. D. Greig explained that there are stronger restrictions on State and Federal Assistance applications and noted that she expects we may see a delay in fuel assistance payments as a result of the current Federal Shutdown. Expenditures in this line year to date total \$18,205 as of September 6<sup>th</sup>. Selectwoman Hutchinson asked if Ms. Greig feels strongly the budget needs to stay at the amount presented and D. Greig replied yes,

noting that for the current year we are just getting into the winter assistance season. She spoke that she is seeing housing and transportation costs in the State continue to climb.

The Board thanked Ms. Greig and Mr. Barry for their time and the work done to compile the budgets.

### **Regular Business/Signatures**

#### **- Minutes September 23, 2013**

**Motion** – Selectman Robertson moves the minutes as written

**Second** – Selectman Pitman

**All in Favor – Motion Carries**

#### **- Accounts Payable – \$48,310.11**

**Motion** – Vice Chairman O’Neal moves to approve the accounts payable

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

#### **- Cartographic Associates – GIS Internet Services Maintenance Contract November 2013 – November 2014 - \$1,800**

**Motion** – Vice Chairman O’Neal moves to approve the contract

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

#### **- Update to Employee Personnel Policy – Section 2.5 Regarding Personnel Records**

**Motion** – Vice Chairman O’Neal moves to approve the proposed revision to section 2.5 of the Personnel Policy

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

#### **- Appointment of Maureen Mann at Trustee of the Library – Voted on 9/23/13**

Signatures Executed

#### **- Notice of Intent to Cut Wood or Timber – Martin Lichisio**

Signatures Executed

#### **- Letter from Robert Moser**

The Board is in receipt of a letter from Mr. Moser requesting a meeting, they have denied that request.

### **Non-Contemporaneous Business**

**- Accounts Payable – \$533,413.68 - Reviewed & signed by Chairman Barry, Vice Chairman O’Neal and Selectman Robertson on 9/30/13**

**- Payroll Manifest – \$0 (void & reissue) - Reviewed & signed by Chairman Barry, Vice Chairman O’Neal and Selectman Robertson on 9/30/13**

**- Payroll Manifest – \$50,683.79 (\$38,573.16 net) - Reviewed & signed by Chairman Barry, Vice Chairman O’Neal and Selectman Robertson on 9/30/13**

### **Unfinished Business**

Selectwoman Hutchinson noted that she still has some concern with the Northern Pass meeting scheduled for October 8<sup>th</sup>. The intent of the Board’s invitation to PSNH was to have an open question and answer period and does not believe that meetings are being run that way. Selectman Robertson added that he feels it is disingenuous to hold a community meeting over the dinner hour, he has heard feedback that the meetings are being run with eight moderators spread around the room as a trade show of sorts and agrees with Selectwoman Hutchinson that this is not in line with the Board’s intent to set up an open Town Hall-style meeting. The Board agreed that, if after the meeting there continues to be concerns that Selectman Robertson will draft a letter to PSNH and that they may ask PSNH to come to an additional Select Board meeting at a later date.

### **Town Administrator's Report**

L. Boswak informed the Board that on September 30, Office Pelletier was involved in an automobile accident with the 2013 Cruiser. She is waiting on the formal State Police Report, but she has been told verbally that it was the Town's fault. There is a \$1,000 deductible that will be owed toward the \$9,553.92 total cost of repairs. She did not have an anticipated return date for the vehicle.

**New Business**     None

### **Other Business**

Vice Chairman O'Neal reminded everyone that Hazardous Waste day will be held Saturday, October 12<sup>th</sup>. He also asked if the Town Administrator had heard back regarding the Forestry RFP contract. L. Boswak answered that it is still in process, they did receive some recommendations of minor changes from Legal.

### **Citizens Comments**

K. Shigo spoke that she felt the ditching on Nottingham Rd went too deep and she heard resident complains of their stone walls falling in. She would assume there is a reason behind it, but wonders why they need to go so deep.

H. Cady spoke that a copy of the Von Hassel RSL report could be obtained online through Jones & Beach. She also noted that she has seen the Town Administrator's Expense Reports recently that contained Workshop Expenses. She would ask, if the Police Officers are required to reimburse the Town for time they spend at courses if they left the town, why are all employees not treated the same?

### **Non-public Session 7:02 pm**

**Motion** – Vice Chairman O'Neal moves to enter into a Non Public Session under RSA 91-A:3, II a, c

**Second** – Selectman Robertson

**Roll Call Vote** – Pitman, yes; Hutchinson, yes; Robertson, yes; O'Neal, yes; Barry, yes

The non-public session ended at 8:35 p.m. Chairman Barry noted for public record that no action was taken during the non-public session

**Motion** – Vice Chairman O'Neal moves to seal the minutes from the non-public session

**Second** – Selectman Robertson

**Roll Call Vote** – Pitman, yes; Hutchinson, yes; Robertson, yes; O'Neal, yes; Barry, yes

Chairman Barry stated that a written report will be released at the end of the week addressing the findings of the Police Department Assessment conducted by PSSG.

### **Adjourn 8:36 pm**

**Motion** – Vice Chairman O'Neal moves to adjourn

**Second** – Selectman Robertson

**All in Favor** – Motion Carries

**Next Meeting Monday, October 21st @ 5:30pm**

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