

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
January 27, 2014
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: Jan Foisy, Finance Director; Alex Cote, Highway Agent; Denise Greig, Welfare Administrator

Pledge of Allegiance to the Flag

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

Scheduled Appointments

Denny Greig – Updated Welfare Guidelines

Ms. Greig provided the Board with an overview of the political changes that are bringing about the need to update the Welfare Guidelines. Previously, individuals receiving aide to permanent and total disabilities (APTD) were ineligible for general assistance from the Town. State laws were changed in 2013 so that it is now up to individual Towns to set their own guidelines. Ms. Greig has been advised that to not offer general assistance to this group of people now would be in violation of Federal ADA standards. This position has been vetted through the Local Welfare Administration Association, the NH Municipal Association, as well as various legal departments and all generally agrees that not welcoming APTD to apply for General Assistance would be a violation. Ms. Greig proposed changing the Deerfield guidelines to eliminate language disallowing persons receiving APTD under RSA 161 and/or 167.

Motion: Selectman Robertson moves to approve the change to the Welfare Guidelines as proposed

Second: Selectman Pitman

Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Ms. Greig also asked to follow up on the previous discussion on the location of her office and would ask to enter into a Non-Public Session under RSA 165 of the Welfare Statues.

5:37pm Motion: Vice Chairman O'Neal moves to enter into a Non-Public Session under RSA 91-A:3 II c & Welfare RSA 165

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

5:40pm Reconvene

Chairman Barry notes for the record that no action was taken during the Non-Public Session.

Motion: Vice Chairman O'Neal moves to seal the minutes of the Non-Public Session

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Alex Cote – Highway Department Update

Mr. Cote updated the Board on the issue with the Sand the Department has received from Merrill. They have received a letter from Merrill with a copy of the report stating that the grade of sand falls within State specifications. At this point it is Mr. Cote's opinion that they have no choice but to honor the contract entered into with Merrill for purchasing Winter Sand. Vice Chairman O'Neal asked how expensive the test was to conduct and might the Town consider having their own run through Keach-Nordstrom? The Board agreed that the Department should continue purchasing sand from Merrill but that quality of the sand should continue to be monitored closely with each delivery. For the immediate future Mr. Cote will place sand orders five or six loads at a time and will keep a close eye on the product, he will look into having samples tested on new deliveries if there is a concern.

The Board is in receipt of a letter from the Road Agent requesting permission to purchase a plow for \$2,500 for the new truck. Mr. Cote spoke that there is currently one backup plow at the Department and it is in rough shape. This would be a

second backup and would help to speed up the winter storm clean ups. The money is available in the Department's Equipment line.

Motion: Selectman Robertson moves to authorize the Road Agent to use \$2,500 to purchase a power angle plow from Fairfield

Second: Vice Chairman O'Neal

Vote: Yea 5, Nay 0, Abstained – Motion Carries

Finally, the Board is in receipt of Mr. Cote's email updating them on the performance of Mr. Rollins. Mr. Cote emailed that the contractor performed well at the last event as he was called, but noted that he did run out of fuel while doing the route.

Regular Business

-Minutes January 13, 2014

Motion – Vice Chairman O'Neal moves the minutes as written

Second – Selectman Robertson

Discussion – Selectman Pitman asked that the meeting end time be corrected to read 8:25p, not 7:25p

Vote to Approve as Amended – All in Favor – Motion Carries

-Minutes January 16, 2014

Motion – Selectman Robertson moves the minutes as written

Second – Selectwoman Hutchinson

All in Favor – Motion Carries

-Non- Contemporaneous Business – Approved January 17, 2014 – with three Board members present

- Payroll Manifest - \$50,470.63 (net \$38,201.77)

- Accounts Payable - \$64,225.85

-Accounts Payable - \$546,038.58 (\$500,000 transferred to the School)

Motion – Vice Chairman O'Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

-Agreement between Police Department & Deerfield Veterinary Clinic, \$1,200 to be paid for vet & shelter fees

Motion – Selectman Pitman moves to approve

Second – Vice Chairman O'Neal

All in Favor – Motion Carries

-Authorization for Jan Foisy to sign the form to claim abandoned property

Motion – Selectman Robertson moves to approve

Second – Selectwoman Hutchinson

All in Favor – Motion Carries

-2014 Town Warrant Articles & Zoning Amendments

Motion – Selectman Robertson moves to sign the Town Warrant

Second – Vice Chairman O'Neal

All in Favor – Motion Carries

-2014 Default Budget - \$3,583,122

Motion – Selectman Robertson moves to approve the default budget in the amount of \$3,583,122

Second – Vice Chairman O'Neal

All in Favor – Motion Carries

-Application for Current Use – Cynthia & Thomas Welch – 6.8 acres on Reservation Rd

Motion – Vice Chairman O'Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

-NH Community Planning Grant Program Supplemental Form – Signatures Requested

Motion – Selectman Pitman moves to approve signing the form

Second – Selectman Robertson

All in Favor – Motion Carries

-Notice of Computer Adjustment – Marie Bolster, \$1,365 and \$635 for the 2011 Taxes on Map 422 lots 14 and 15

Motion – Selectman Robertson moves to approve

Second – Vice Chairman O’Neal

All in Favor – Motion Carries

-Permit Application – Veteran’s Tax Credit for Steven & Pamela Fullerton, Mt. Delight Rd

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

All in Favor – Motion Carries

-Notice of Intent to Cut Wood or Timber – Robert & Jane Miller, Griffin Rd

Signatures Executed

-Notice of Intent to Cut Wood or Timber – Dan & Tina Mazgelis, Nottingham Rd

Signatures Executed

Review of Correspondence

Chairman Barry noted that the Board is in receipt of a Thank You note from Deb Treantafel for her performance bonus. They are also in receipt of a Thank You note from Michael Wright.

The Board has received a letter from the NH Electrical Co-Op informing of a project they will be doing along Mt. Delight and Meetinghouse Hill Roads to reconnect service lines.

The Board is in receipt of an application to change the name of the Lazy Lion to the Nine Lions Tavern, the business will have the same ownership, but has requested the name change and are seeking to transfer the liquor license and life entertainment permit to the new entity. J. Foisy spoke that the request has been approved by the Fire and Police Departments. Officer in Charge Deyermond has asked that the applicants be reminded of Title 62, Chapter 644 regarding loud and unreasonable noises.

Motion: Selectman Robertson moves to authorize the changes

Second: Selectwoman Hutchinson

All in Favor – Motion Carries

The Town will send a letter to the Nine Lions Tavern granting the approval with the inclusion of a caveat regarding the loud/unreasonable noise RSA.

The Board has received written communication from Mike Devine regarding the Parks & Recreation Department and some Coaching issues. Chairman Barry noted that the Parks & Recreation Commission has set its policies with formal approval from the Board of Selectman. Selectman Robertson spoke that he believes the Commission has upheld the actions of the director and are addressing the policy issue.

The Board has received a written communication from a previous employee contesting his termination and requesting to speak with the Board at a closed door meeting. The Board agreed that at this point in time they see no reason to meet and will ask the Town Administrator’s Office to compose a letter stating so for Chairman Barry to sign.

Finally, the Board is in receipt of a letter from the NH DRA asking whether the Town will use its equalization valuation. J. Foisy will have AVATAR review the valuation and advise the Board at a future meeting.

Town Administrators Report

J. Foisy updated the Board that Officer in Charge Deyermond informed the office that there has been a crack in the cruiser window that is not covered under insurance that the Department will need to replace. Additionally, Chief Tibbetts is dealing with a leak in the sprinkler system at the Town Hall, he is monitoring the issue.

J. Foisy asked that a member of the Select Board write a report for the Town Report, Selectman Robertson confirmed that he has started a draft and will circulate to the Board for review.

The Town has been approached by the ex-police chief with a request that they sell his vest to the Town he will not be employed with. J. Foisy calculated a prorated value of \$600-\$650, noting that the vests are fitted specific to the individual. The Board had no issue with pursuing the sale.

PSSG has asked permission to place Paul Gravel on the work with the Town as the previously appointed individual is now serving as interim Police Chief of another Town. The Board saw no problem with the change, but asked to meet Mr. Gravel in person as soon as is possible. Vice Chairman O'Neal noted that the posting for Police Chief has closed and asked what the total number of applicants was. J. Foisy answered that she was not sure, but confirmed PSSG is winnowing down the field. Kim with PSSG has been in contact with the Candia Police Chief regarding the County Prosecutor issue. They are working on alternative ways to secure a Prosecutor for the Towns currently using Rockingham County.

Finally, J. Foisy asked that the Board consider raising Penny Touchett's hourly rate from \$18.72 to \$19 as compensation for the extra work load she has assumed with the departure of the Town Administrator. Vice Chairman O'Neal asked whether this would be a permanent or temporary increase, J. Foisy would ask that it be permanent. The Board agreed to revisit the suggestion following the Deliberative Session on Saturday.

Unfinished Business None

Other Business None

New Business

Vice Chairman O'Neal reminded everyone that the Deliberative Session will be held Saturday at 9a.

Citizens Comments

Harriet Cady spoke that she had asked in December why the Police Department purchased two new Glock handguns when it had bought eleven the year prior, she has never received an answer to that question. Additionally, she saw that the School default budget has been posted at the Post Office and would advise that the Town's default budget needs to be posted ten days prior to the Deliberative Session. Finally, Ms. Cady spoke that the money encumbered for the work on the Library chimney seems to be have done without a contract in place. She was told by a Library trustee that they have not contracted anyone for the work, the money was encumbered at the December 30th meeting and the Board cannot do so without a contract in place or a bill for services rendered.

6:23pm Adjournment to Non-Public Session RSA 91-A:3, II b

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

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

7:33pm Reconvene

Chairman Barry notes for the record that no action was taken during the Non-Public Session.

Motion: Selectmen Robertson moves to seal the minutes of the Non-Public Session

Second: Vice Chairman O'Neal

Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Motion: Vice Chairman O'Neal moves to offer the position of Town Administrator to Michael Wright pending Driver and Criminal background checks.

Adjournment

Motion – Selectman Pitman moves to adjourn the meeting of January 27, 2014

Second – Selectman Robertson

Vote – Yea 5, Nay 0, Abstained 0 – Motion Carries

Meeting Adjourns at 7:23p

Next Meeting Monday, February 10th @ 5:30pm

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