

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
March 10, 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

Also Present: Michael Wright, Town Administrator; Jan Foisy, Finance Director

Pledge of Allegiance to the Flag

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

Scheduled Appointments

Phil Davidson

Mr. Davidson spoke that he is trying to subdivide his property on Old Ridge Road. There is some question as to whether the road has been discontinued, or is a Town-owned Class VI road and the Planning Board is looking for a determination/clarification from the Board of Selectmen prior to ruling on his application to subdivide. From his research it appears that the Town voted to discontinue the road in 1939, but that in 1991 the Board of Selectmen decided to re-open a portion of the road. M. Wright confirmed that it appears the Thurston Pond portion of the road was reopened in 1991. He suggested that Mr. Davidson’s next course of action would be to go before the ZBA to request a variance to subdivide the property on private way, but cautioned that this type of variance is typically denied. He verified that the record appears to reflect that the Old Ridge Road portion of the Road is a discontinued road. Mr. Davidson asked how this opinion would be communicated to the Planning and/or Zoning Boards, M. Wright answered that it would be in the meeting minutes. Chairman Barry asked that the Board also send a letter to the Planning Board communicating its opinion.

Selectman Robertson recalled that this was a contentious issue in the past between residents Hartnett and Thompson and suggested that there may be signed correspondence from the Board of Selectmen maintaining that this is a Class VI Road. The Board asked that J. Foisy spend some time researching the files for correspondence on the matter. Mr. Davidson confirmed that there is no immediate urgency to the matter. Resolution is pending; the Board will be in contact with him once it has had a chance to research correspondence files.

Denny Greig – Welfare Standards of Needs & EPCRA Committee

D. Greig provided a summarization of her annual review of the allowable levels of assistance. She recommends an increase of \$25 each for oil, propane and kerosene heating fuel and a decrease of \$4 to the telephone allowance.

Motion: Vice Chairman O’Neal moves the recommended changes to the 2014 Standards of Needs Allowable Level of Assistance

Second: Selectman Robertson

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

D. Greig spoke that the Emergency Management Committee has been working on items concerning Hazardous Materials. The Board will be seeing community outreach materials and information on the presence of hazardous materials in the coming weeks. Finally, she closed by reminding everyone that the Town Clean Up is scheduled for April 26th.

The Board executed signatures for the Emergency Operations Plan Update Grant in the amount of \$2,500.

Regular Business

-Minutes February 24, 2014

Motion – Selectman Pitman moves to approve the minutes

Second – Selectman Robertson

Vote – Yea 4, Nay 0, Abstained 1 – Motion Carries

-Minutes March 3, 2014

Motion – Selectman Pitman moves to approve the minutes

Second – Selectwoman Hutchinson

Discussion – Selectman Pitman asked that the minutes be corrected to reflect a vote of “Yea 5, Nay 0, Abstained 0” wherever applicable as all 5 Board members were in attendance at the meeting.

Vote to approve as amended – Yea 5, Nay 0, Abstained 0 – Motion Carries

-Accounts Payable - \$31,887.54

Motion – Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

Discussion – Vice Chairman O’Neal noted that J. Foisy has looked into moving a couple of the invoices from this Accounts Payable to the 2013 accounting. He reiterated to Department Heads how critical it is to get invoices in prior to year end, or in January at the latest.

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

-Elderly & Disabled Tax Deferral Application – Trustees of the Lois Hilton Trust, 72 Nottingham Rd - \$937.23, a total tax deferral of \$4,419.56 to date

Motion – Selectman Robertson moves to approve

Second – Vice Chairman O’Neal

Discussion – Chairman Barry noted that a trustee passed away on January 23, 2014, resulting in the new deferral application. Vice Chairman O’Neal asked when the deferral is good until and J. Foisy answered until the property is sold.

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

-Notice of Abatement – Pat & Sandy Cassier, 71 Raymond Rd

Chairman Barry read the Assessors recommendation to deny the tax abatement.

Motion – Selectman Pitman moves to deny as recommended

Second – Selectman Robertson

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

-Notice of Abatement – Michael Driscoll, 96 Griffin Road

Chairman Barry read the Assessors recommendation to approve a tax abatement based on a revised assessed value of \$189,400 (down from \$223,300), resulting in a \$768 refund for the 2013 taxes.

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

Second – Selectwoman Hutchinson

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

-Notice of Abatement – Kevin & Barbara Fisher, 95 Old Center Road

Chairman Barry read the Assessors recommendation to approve a tax abatement based on a revised assessed value of \$372,300 (down from \$402,700) resulting in an abatement of \$688 of the 2013 taxes.

Motion – Selectman Robertson moves to approve as recommended

Second – Vice Chairman O’Neal

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

-State of NH Gas Tax Reimbursement of \$1,471.72, based on Deerfield’s consumed gallons of 8,176.

-Veasey Park Commission – Request to change trash removal contract from Waste Management to Pinard

New contract would be for rubbish removal twice monthly @ \$89/month, versus \$207.99 over two months with WM. Vice Chairman O’Neal asked how this may impact other contracts within the Town, J. Foisy answered that Deerfield is currently under a contract with Waste Management, but that Veasey park is handled separately. The Board is in favor of this change.

Town Administrator’s Report

- M. Wright updated the Board that his office has received a call from a Bank regarding closing costs for the property at 278 South Road. He believes they are looking to redeem that property.
- The Town has received notice from the State of satisfactory results on the Water Testing that was done. Deerfield will now be on a three year testing cycle. The next tests will be done in 2017 with the number of samples reduced from 10 to 5.
- MetroCast has provided a new agreement, the Cable Committee will be reviewing and he expects the final version

to be recommend before the Board soon.

- M. Wright has worked with the Road Agent to draft a sample specification sheet to be used for winter sand contracts. Verbiage was gathered from other Towns who had specs in place. He expects this document to be finalized shortly and will appear before the Board for formal approval.
- He has spoken with Kim Craven with PSSG regarding the final interview process for the Chief of Police. Ms. Craven was confirming that it would be the role of the Board to ask questions and direct the interview and that PSSG would be present as a resource for any follow up questions. PSSG would like to know whether the Board will want them to conduct the background check on the selected candidate, noting that the process involves physically going to their last or current place of employment. The Board will wait until after the interviews to decide on an approach for Background checks.
- M. Wright has confidential packets of the Police Chief applicants. The Board will visit his office to review ahead of the interviews.

Unfinished Business

Selectwoman Hutchinson asked, when the new Police Chief is hired, what is the expectation for the go forward work with PSSG. Chairman Barry spoke that he would expect the work that had been planned to be done with the previous Chief would continue with the new. Selectwoman Hutchinson stressed the importance of having real clarity over the supervision roles of the Chief, Board of Selectmen and Town Administrator. She would like to see the subject on the agenda to be discussed at future meetings. M. Wright noted that Ms. Wolford did stop by his Office to voice her desire that the Board utilize PSSG in following through with the changes identified as necessary. Selectman Robertson voiced his opinion that the hope would be that the Board will be able to hire the right person and would be able to take action right away on some of the Supervision issues PSSG identified.

Selectwoman Hutchinson would like a chance for finalists to interact with the community, she would see value in that and would ask for some opportunity where they could interact with either the public at large or a smaller defined group of Department Heads. Chairman Barry agreed with the idea, but expressed concern for how it would be executed. Selectwoman Hutchinson noted that she has been uncomfortable with the lack of community involvement in the process thus far. M. Wright spoke of the importance of keeping the candidates confidential as they do not want to adversely affect any future job searches or employment for the candidates who are not selected. The Board will consider the suggestion and discuss the idea again after reviewing the candidates.

Other Business None

New Business

J. Foisy has received several calls from concerned citizens who did not receive fliers put out by Alex Cote and Harriet Cady. Chairman Barry noted that this is not the first time that this type of complaint has been received, the Board will send a letter to the new Post Master asking him to come before the Board to discuss the irregularities in delivery.

Chairman Barry took the opportunity to formally thank Alan O'Neal for his six years of service on the Board. Vice Chairman O'Neal thanked the Town for the opportunity. Selectman Robertson expressed how valuable it was to have someone on the Board who has grown up in Deerfield.

Citizens Comments

Harriet Cady spoke that she recalls that the Thurston Pond issue was quite a controversy at the time and believes the Town engaged services of Mr. Upton, she would expect there is likely lots of research on the matter in the files. Regarding the bulk mailing, she finds that it is sometimes hard to separate the fliers by mailing route, she would suspect that some residents may have received two and that the mail carrier had run out by the end of his/her route.

Adjournment 6:25p

Motion: Selectman Pitman moves to adjourn the meeting of March 10th

Second: Selectman Robertson

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

Next Meeting Monday, March 17th @ 5:30pm

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