

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
April 7, 2014
MINUTES**

Call to Order

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

Present: Steve Barry, Chairman; Richard Pitman, Vice Chairman; Rebecca Hutchinson, R. Andrew Robertson and Jeff Shute Selectmen

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

Steve Jamele – Information Technology Update & Longevity Award

S. Jamele provided the Board with an Information Technology update; he is currently working on rolling out XP upgrades to the Town's systems. He will plan to move the Channel 24 computer from the meeting room to the Parks & Recreation Department and use funds available through the MetroCast agreement to purchase a more powerful machine for use during meetings. He is also working with Mark Tibbetts to plan for the move of equipment downstairs into the new conference room.

The Board was pleased to present Mr. Jamele with a longevity award for his five years of employment with the Town and thanked him for his service.

Regular Business

-Minutes of March 31, 2014

Motion – Vice Chairman Pitman moves the minutes as written

Second – Selectman Robertson

Discussion – Vice Chairman Pitman asked that under Citizens Comments the name be corrected from "Barb" to "Laura" Hughes. Additionally Selectman Shute asked that, on page one in the last paragraph that it is noted that the Board asked Mr. Pelletier to amend his pie chart to include the actual costs of disposing of larger items, for example tires.

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

-Accounts Payable - \$309,171.26 (\$250,000 transferred to the School)

Motion – Vice Chairman Pitman moves to approve

Second – Selectman Robertson

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

-Intent to Excavate – Nellie Rollins, Raymond Rd

Conditional approval is sought until the Town Administrator can verify that the party's prior debts have been paid. The Board will wait to act on this item until payment has been verified.

-Intent to Cut Wood or Timber – Herrmann Family Trust, Bruce & Patricia Herrmann ttees, Route 43

Signatures Executed

-Intent to Cut Wood or Timber – Herrmann Family Trust, Bruce & Patricia Herrmann ttees, Mountain Rd

Signatures Executed

-Timber Tax Levy - \$625.46 – Bruce & Patricia Herrmann

Motion – Vice Chairman Pitman moves to approve

Second – Selectman Robertson

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

-Notice of Abatement - \$664 from the 2013 Property Taxes for Koray & Janna Azak, 64 Raymond Rd

Motion – Vice Chairman Pitman moves to approve

Second – Selectman Robertson

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

-Rescue Squad Hiring – Horse Shows

The Rescue Department has identified where in its budget funds are available to cover Special Detail work at four horse shows as detailed in the previous meeting

Motion – Vice Chairman Pitman moves to approve the four Horse Shows at \$150/day

Second – Selectman Hutchinson

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

-Town Warrant Article 13

As was approved by Voters at the March Elections, the Board has signed letters to the NH Congressional delegation and NH State Legislative Representatives urging that the NH State Legislature join nearly 500 municipalities and 16 other states, including all other New England states, in calling upon Congress to move forward a constitutional amendment that guarantees the right of our elected representatives and of the American people to safeguard fair elections through authority to regulate political spending, and clarifies that constitutional rights were established for people, not for corporations.

5:47pm Non Public Session RSA 91-A:3, II b

Motion: Vice Chairman Pitman moves to enter into a Non Public Session under RSA 91-A3, b

Second: Selectman Robertson

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

5:55pm Reconvene

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

Motion: Vice Chairman Pitman moves to seal the minutes from the Non Public Session

Second: Selectman Robertson

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

Motion: Selectman Robertson moves to authorize Officer in Charge Deyermond to make a conditional offer of employment for a Full Time Officer

Second: Selectman Shute

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

Scheduled Appointments Continued

David O’Neal – Deerfield Fair

Mr. O’Neal asked, with Town Warrant Article #9 having failed, how the Fair should proceed with their RFP for coverage by Fire, Rescue and the Police Department during the Fair. Chairman Barry indicated that there is approximately \$23,000 available in the budget for 2014 Special Detail work. The Board confirmed that contracting with the departments will be the same as it was in 2013, that the Town will need to be paid directly. Mr. O’Neal indicated that the totals from 2013 were approximately \$13,000 for the Fire services and between \$4,000 and \$5,000 for Rescue. Chairman Barry spoke that Fire and Rescue will need to identify where in their respective budgets the funds will be covered.

Regarding the issue of tax collection on structures at the Fair Grounds, the Fair proposes that they do a one year trial whereby in the week before the Fair opens, vendors will not be allowed to begin conduct business until their taxes are current. Mr. O’Neal spoke that with the retirement of Mr. Jim Alexander, communication between the Town Clerk’s office and the Fair Association has fallen off. If Penny Touchette can provide the Fair with a list of outstanding taxes they will work with her to reconcile and verify that she has the correct building owner information. For taxes owed on structures that are no longer on the Fairgrounds or by Business that have since gone bankrupt, it was agreed that the Fair would have no ability to go after those vendors. Selectwoman Hutchinson asked if the Vendor contract specifically states that individuals are responsible for staying current on their taxes with the Town, Mr. O’Neal confirmed that it does, adding that they have a separate contract for permanent structures. The Board agreed to try the Fair’s suggested approach for a year to see how it works.

Mr. O’Neal offered use of one of the Fair Association’s golf carts to the Health Inspector as he conducts his inspections

around the property. In closing he asked when the Board would like to schedule its next meeting with the Fair Board of Directors. Chairman Barry responded that they would prefer to wait until a new Chief of Police has been hired before meeting.

Review of Correspondence

Erik Berglund has requested a meeting with the Board to provide a Northern Pass Update and to review the actions requested of the Board. The Board agreed to see Mr. Berglund on the agenda of the April 21st meeting. Selectman Robertson restated the desire that requests for response by the Board regarding the Northern Pass be made at least a week in advance of deadlines.

The Friends of the Library invite the Board of Selectmen and Town Administrator Michael Wright to attend their Annual Tea to recognize the Elsie Brown Volunteer of the Year on April 12th at 10a.

Town Administrators Report

M. Wright updated the Board on the issue with securing a Prosecutor for the Town. Previously, under Chief Greeley, there had been three candidates identified, and since then M. Wright has worked to identify five additional contacts. One of those individuals would agree to do the job at a cost of \$21,600/year or \$230/case, which would be the same cost as securing services through the County. An Officer from New Castle was identified as a potential candidate, however with his remaining employment under that Town's Department the arrangement would be unworkable. The Police Department Staff has recommended a candidate who has prior experience as a County Prosecutor and has since gone into private practice. That person has agreed to provide services at a cost of \$1,000/month. M. Wright is finalizing his review of her resume and background check, assuming all goes well he would ask the Board to authorize his offering this individual the position.

Motion: Selectman Robertson moves to authorize the Town Administrator to offer the Prosecutor Position at the rate stated

Second: Selectman Shute

Discussion: Selectwoman Hutchinson asked whether M. Wright looked into the individual that took on the Raymond and Nottingham cases. M. Wright responded yes, but that the individual was not acceptable to the Police Department as he had a poor reputation for pleading out cases.

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

The Town Administrator has received communication from Erik Berglund updating the Office on the Northern Pass and asking that the Board take two actions. The first would be to participate in a Site Evaluation Committee Informational Hearing on May 4th at the Pease Library in Plymouth, it is described as an orientation meeting. Selectman Robertson asked whether the meeting was being put on by the SEC, or is it an activist based program. M. Wright responded that it is not part of the SEC process. Selectman Robertson voiced his opinion that the Board should not take part in events put on by third party activist groups on behalf of the Town. Selectwoman Hutchinson suggested that it would be appropriate for individuals to attend as they see fit. M. Wright will recommend to Mr. Berglund that he have someone attend and report back to the Board. The second request from Mr. Berglund was that the Board sign a petition to Governor Hassan expressing its support for the burying of power lines. The Board asked that Mr. Berglund bring a draft of the petition with him when they see him at the next meeting.

M. Wright presented a recap of the activities by the Board and PSNH over the past year as relates to the D118 Upgrade project. The NH Public Utilities Commission has put out a report of a study of the economic interest of PSNH's divesting of generating plants. PSNH has received the report and it is under review, a copy is in the Town Administrator's office should anyone be interested in reading it.

Selectman Robertson has noticed a large JCR Bunk Truck operating on posted roads and asks the Town Administrator to find out if they have a special agreement with the Highway Agent to be doing so?

M. Wright informed the Board that one of the sub contracted entities has asked if they might make use of the parking lot across from the GBW Building for the next two weeks and that his Office gave the OK.

Other Business

Selectwoman Hutchinson has been approached regarding the security of the back door of the Town Hall. She asks M. Wright to stay on top of the project. Selectman Robertson agreed and added that he would like to see that closer attention is paid to the Town Hall security. Mark Tibbetts will be in to meet with the Board at its next meeting and the topic can be discussed with him then.

Unfinished Business None

New Business

M. Wright informed the Board the Firefighter Kevin McDonald's Mom passed yesterday. The Board communicated their deepest condolences.

Scheduled Appointments Continued

Evelyn DeCota & Library Trustees

E. DeCota spoke that she has worked with the Town Administrator to put together an Invitation to Bid packet for work to be done on the Library. The packet includes verbiage indicating that preference will be given to contractors with experience restoring historical buildings. The Library presented the Board with a scope of work and photographs. The Library Building was originally dedicated on July 28th, 1914. These projects are something they are actively working on to have completed for the 100th anniversary celebration. Work is planned for the retaining walls at the rear of the building and on some of the window sills. Chairman Barry asked how the repairs would be funded, E. DeCota answered that the Library's Building Fund will be used. M. Wright spoke that the Town has obligated funds of \$6,500 to do the chimney work and that the balance, approximately \$20,000 will be from the Library's funds. Vice Chairman Pitman asked if the chimney was still used, E. DeCota answered yes. The Library Trustees spoke that bidders don't have enough information to make accurate bids for the design of the retaining wall and requested they be able to engage the Town's Engineer to better quantify the scope of work. The Board agreed that, as the Library is a Town Building, there is no issue in working with the Town's Engineer, M. Wright will advise Mr. Keach of such.

Citizens Comments None

6:36pm Non Public Session RSA 91-A:3, II b

Motion: Vice Chairman Pitman moves to enter into a Non Public Session under RSA 91-A3, b

Second: Selectman Robertson

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

6:57pm Reconvene

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

Motion: Vice Chairman Shute moves to seal the minutes from the Non Public Session

Second: Selectman Hutchinson

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

6:58pm Adjournment

Motion: Vice Chairman Pitman moves to adjourn the meeting of April 7th

Second: Selectman Robertson

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

Next Meeting Monday, April 21, 2014 @ 5:30p

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