

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
November 24, 2014  
MINUTES**

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**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, Town Finance Director; Penny Touchette, Assessing; John Dubiansky, Rescue Association President; Cindy McHugh, Rescue Squad Captain

**Pledge of Allegiance to the Flag**

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

**Scheduled Appointments**

**Kevin Verville – Petitioned Warrant Article**

Resident Kevin Verville presented a Citizen Petition Warrant Article that would establish a Capital Reserve Fund and to place in it \$40,000 for the purchase of Police Vehicles and Equipment. The Article included language to specify that, in years where there is money for Police Vehicles included in the Town's budget the funds from the Reserve Fund could not be used. He spoke that the intent is to bring consistency to the way the Town budgets for all its vehicles and drivable equipment as the Highway and Fire vehicles are funded via Warrant Articles. In 2014 a motion to reduce the Police Department Cruiser line to \$0 was voted down by the Municipal Budget Committee as there was no alternate funding mechanism. Mr. Verville agrees with the sentiment that a Police Cruiser is an essential piece of equipment required for an Officer to do his or her job, however he could make the same argument for Fire Trucks and Highway Equipment. Copies of the Warrant Article were circulated. Mr. Verville thanked the Board for its time and wished everyone a Happy Thanksgiving.

**Adjournment to Non Public Session – 5:40p**

**Motion:** Vice Chairman Pitman moves to adjourn to Non Public Session under RSA 91-A: 3, II c

**Second:** Selectwoman Hutchinson

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

**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**

**Update – Rescue Squad**

Chairman Barry spoke that the Board has completed its research of the current Rescue Services Warrant Article and thinking about the Squad's recommendation. At this time the Board would propose appointing Cindy McHugh as the Director of the Rescue Squad and feels that a new Warrant Article will be necessary to address any loose ends with regard to the language specifying Rescue Services as a Department of the Town. Rescue Association President John Dubiansky thanked the Board for taking action and agreed that the proposal would cover the Members concerns.

**Motion:** Vice Chairman Pitman moves to appoint Cynthia McHugh as Director of the Deerfield Rescue Squad, reporting to the Select Board and to forward the proposed Warrant Article for vote by the Town

**Second:** Selectman Robertson

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

**Update – 2015 Budgets**

The current proposed Town Budget, Worksheet, Warrant Articles and Expenditure Report were provided to the Board by J. Foisy. Chairman Barry announced that Chief Duquette has successfully completed the NH Police Academy requirements.

**Motion:** Selectwoman Hutchinson moves to increase the Police Chief salary by 2% to \$66,300 effective 1/1/15

**Second:** Selectman Shute

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

In other related Budget items, Chairman Barry informed the Board that two estimates have been collected for the work on the electrical panels at the GBW Building; \$3,625 for the panel in the boiler room and \$6,809 for the four panels in the electrical room, totaling \$10,434. The Board agreed that additional quotes from alternative vendors should be sought immediately so that the work can be completed in 2014 if funds are available. As of November 21<sup>st</sup> the proposed 2015 Town Operating Budget is \$3,829,093, J. Foisy will include the changes caused by the increase to the Chief of Police salary and reprint for presentation to the Municipal Budget Committee at their meeting tomorrow.

**Motion:** Selectman Robertson moves to accept the budget as amended this evening

**Second:** Vice Chairman Pitman

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

Warrant Articles were reviewed and will be finalized at a later time.

### **Regular Business & Signatures**

#### **-Minutes of November 17, 2014**

**Motion** – Vice Chairman Pitman moves the minutes as written

**Second** – Selectman Robertson

**Discussion** – Selectman Shute noted a typo on page 2 under the “Budgets”, the second to last sentence “at” should be corrected to “that”.

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

#### **-Payroll Manifest - \$51,840.86 (\$39,198.18 net)**

**Motion** – Vice Chairman Pitman moves to approve

**Second** – Selectman Robertson

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

#### **-Accounts Payable - \$75,669.33**

**Motion** – Vice Chairman Pitman moves to approve

**Second** – Selectman Robertson

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

#### **-2015 Flexible Spending Benefits Plan Agreement**

**Motion** – Selectman Robertson moves to authorize the Chair to sign

**Second** – Selectman Shute

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

#### **-State of NH Emergency Operations Plan Grant - \$2,500**

**Motion** – Vice Chairman Pitman moves to accept the grant

**Second** – Selectman Robertson

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

#### **-Transfer of \$2,905 from the Municipal Government Buildings & Infrastructure Expendable Trust Fund for the Sprinkler System work at the Town Hall**

**Motion** – Selectwoman Hutchinson moves to authorize the transfer

**Second** – Selectman Shute

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

#### **-Police Department – Request to Surplus**

**Motion** – Selectman Robertson moves to authorize the Police Department to surplus the firearms listed

**Second** – Vice Chairman Pitman

**Discussion** – Selectwoman Hutchinson asked what the process is for the surplus of weapons. Chief Duquette explained that the firearms listed were confiscated in 2013. The finalized court order has now placed them in the possession of the Department. As they are purging the evidence room and have no use for the weapons they will reach out to area fire arms dealers to coordinate a sale and the proceeds will be revenue to the Town.

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

*\*Please see Selectwoman Hutchinson’s later comments on this vote under Unfinished Business*

- Property Tax Credit – \$2,000 for Service Connected Total & Permanent Disability – Thomas & Anne Gill, Church St**  
**Motion** – Vice Chairman Pitman moves to approve  
**Second** – Selectman Robertson  
**Vote** – Yea 5, Nay 0, Abstained 0 – Motion Carries
- State of NH Department of Safety – Primary 911 Dispatch Communication Form**  
**Motion** – Selectman Pitman moves to authorize the Chair to sign  
**Second** – Selectman Robertson  
**Vote** – Yea 5, Nay 0, Abstained 0 – Motion Carries
- Notice of Computer Adjustment – Tax Abatement of \$407 to Margaret & Paul Dewey, 35 Raymond Rd**  
**Motion** – Selectman Robertson moves to approve the abatement  
**Second** – Selectman Shute  
**Vote** – Yea 5, Nay 0, Abstained 0 – Motion Carries
- Notice of Computer Adjustment – Tax Abatement of \$211 to Gina White, Hartford Brook Rd**  
**Motion** – Selectman Robertson moves to approve the abatement  
**Second** – Selectwoman Hutchinson  
**Vote** – Yea 5, Nay 0, Abstained 0 – Motion Carries
- FairPoint Phone Contract Update – Revised from last meeting to include 3 lines for Long Distance Calling**  
**Motion** – Selectman Robertson moves to revisit the contract and authorize the Chair to sign  
**Second** – Selectman Shute  
**Vote** – Yea 5, Nay 0, Abstained 0 – Motion Carries

#### **Correspondence**

The Town Administrator has composed a letter to Lakes Region Public Access Television politely declining their invitation to return to their services, the Board had no objections to its being mailed.

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

M. Wright spoke that the package for BMI acceptance has been placed before the Planning Board. The Letter of Credit has been transferred between the banks and the easements are being reviewed.

Departments are monitoring their end of year expenditures closely. He has requested the Department Heads prioritize their remaining expenses through year end. The next Department Head meeting will be December 4<sup>th</sup>, followed by a Capital Improvement Plan meeting where representatives from the Southern NH Regional Planning Commission and Planning Board will be on hand to facilitate that work.

As area Towns are beginning to solicit MetroCast for the \$2,400 annual Public Access Grant money, Deerfield has its package put together and will look to receive that money by year end.

M. Wright will be working to coordinate a presentation of the Boston Post Cane to resident John Dearborn at the December 15<sup>th</sup> Select Board Meeting. He will also work to incorporate a posthumous presentation to the prior holder.

#### **Unfinished Business**

Selectwoman Hutchinson asked that the record reflect that, regarding the previous vote on the Police Department surplus, she would prefer to see the confiscated weapons destroyed rather than the Town making money on the sale of firearms.

**New Business**     None

#### **Other Business**

Vice Chairman Pitman shared that the Planning Board recently held a Public Hearing on the Village District and that there were a number of negative comments shared, the primary objection was that the lot size is too small. There were no members of the Public present to speak regarding the Pleasant Lake Watershed District proposals.

#### **Citizens Comments**

Harriet Cady spoke that she no longer attends the Planning Board Public Hearings as she feels that the Board does not listen to nor care about the public input provided.

Peter Schibbellhute spoke that many of the Citizens who spoke at the Planning Board Public Hearing were not even aware

that the Zoning Ordinances had been on the ballot last March.

**Adjournment 6:20p**

**Motion:** Vice Chairman Pitman moves to adjourn the meeting of November 24, 2014

**Second:** Selectman Robertson

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

**Next Meeting Monday, December 1<sup>st</sup> @ 5:30p**

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