

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN**

March 9, 2015

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, and Jeff Shute  
Selectmen

**Excused:** R. Andrew Robertson, Selectman

**Also Present:** Jan Foisy, Town Finance Director/Interim Town Administrator; Penny Touchette,  
Bookkeeper/Assessing Supervisor

**Pledge of Allegiance to the Flag**

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

**Adjourn to Non Public Session - RSA 91-A:3, II (b)**

**Motion** – Vice Chairman Pitman moves to adjourn to a Non Public Session

**Second** – Selectwoman Hutchinson

**Vote** – Yea 4, 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 of the Non Public Session

**Second** - Selectwoman Hutchinson

**Vote** - Yea 4, Nay 0, Abstained 0 - Motion Carries

**Regular Business & Signatures**

- **Minutes of February 23, 2015**

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

**Second** – Selectwoman Hutchinson

**Discussion** - Selectman Shute noted that the minutes reflect him as present when he was absent.

**Vote to approve as amended** – Yea 3, Nay 0, Abstained 1 – Motion Carries

- **Accounts Payable - \$526,927.47 (\$500,000 transferred to the School)**

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

**Second** – Selectwoman Hutchinson

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

- **Appointment - Inspector of Election, Lindsey Coombs, term 8/1/2014 - 7/31/2016**

**Motion** – Vice Chairman Pitman moves to appoint Ms. Coombs

**Second** – Selectman Shute

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

- **Town Clerk/Tax Collector Refund Request - Lisa Mitchell, 21 High Meadow, \$50 refund for overpayment**

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

**Second** – Selectwoman Hutchinson

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

- **Non – Contemporaneous Business – February 27th and March 2nd - 4 Members Signing**

**Accounts Payable - \$105,611.79**

**Payroll Manifest - \$52,273.16 (net \$39,181)**

- **Chairman Barry noted that the Board has received no communication on the Babb Road project**
- **Elderly & Disabled Tax Deferral Application - Lois Tilton Trust, James Ricci Trustee**
  - Motion** – Vice Chairman Pitman moves to approve
  - Second** – Selectman Shute
  - Vote** – Yea 4, Nay 0, Abstained 0 – Motion Carries

**Correspondence**

The Board has been asked by the US Department of Energy how it wishes to receive the Northern Pass Environmental Impact Statement Draft. Members agreed that a CD and Hard copy is preferred.

The Board has been asked by the Town’s auditing firm to answer a series of questions concerning the oversight of fraud and risk prevention and its associated controls. Selectwoman Hutchinson spoke that, generally, fraud detection or prevention was a function of the Town Administrator and that it would be up to employees to raise items for concern to the attention of the Board. The Town generally has two individuals overseeing all monetary transactions. The Auditors have also asked that the Board produce minutes relative to its fraud and risk management policies. It was unclear what sort of response was being sought or how the information may have been provided in the past. The Board agreed to discuss the inquiry further with the Auditors when they are on site March 23rd.

Notice was received that Charlie Marino will be executing a cut on at the Brown Road Woodland and McNeal and Dowst Cate Properties.

David Priest with the Southern New Hampshire Planning Commission has asked whether the Town would be interested in exploring regional electric supply aggregation by joining a purchasing cooperative. The purpose being to secure lower rates. All Members were in favor of finding out more information.

Eversource Representatives have been in contact with the Town Offices and are looking for projects that they can assist with relative to wetlands protection. As a part of the company’s Natural Resource Mitigation Plan they are seeking firm, budgeted projects, to be completed in 2015 that they can assist with if Northern Pass is approved. J. Foisy suggested that the culvert work on Pleasant Hill was one area that may fit the description. The Board agreed to review the proposal further and continue discussion at its next meeting.

The State Department of Transportation will be paving 5.8 miles of Route 43 from Deerfield to Northwood.

The water test at the George B. White building was accepted.

Charlie Marino has returned \$2,692 to the Town Forest Fund.

The Southern NH Planning Commission has asked the Town to inform them of any seasonal roadwork planned that may affect traffic volumes. The Board will forward to the Road Agent for response.

Cordell Johnson with the NH Municipal Association is seeking comment regarding the tax impact to the Town of taxation of telephones. The matter will be taken up by the State Legislature on Wednesday.

To date the Highway Department’s Seasonal Contractor, Salt and Sand lines are all in trouble. The Board will need a meeting next week, following the Town Election, to address the budget and how to fill the anticipated shortfalls.

**Town Administrator’s Report**

J. Foisy spoke that the auditors will be on site the week of March 23rd to collect information. She also noted that, at the request of a resident, Steve Jamele has order a device to help individuals with hearing impairments to hear more clearly at meetings. He will be installing the equipment and making adjustments in the coming days.

The Board will hold its 2015 Organizational meeting on March 23rd and will interview candidates for the open Town Administrator position at that time.

**Unfinished Business**      None

**New Business**      None

**Citizens Comments**

Harriet Cady spoke that the Supervisors of the Checklist are required by law to publish current lists and have no access to a printer after 4:30p. She finds this unfair as one of the Supervisors work schedules prohibits him from attending meetings until after 4:30p and asked that alternative arrangements for printing be worked out.

**Adjournment**

**Motion:** Vice Chairman Pitman moves to adjourn the meeting of March 9th

**Second:** Selectman Shute

**Vote:** Yea 4, Nay 0, Abstained 0 – Motion Carries

**Next Meeting Monday, March 16th @ 5:30p**

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