

Town of Deerfield
BOARD OF SELECTMEN
May 18, 2015
MINUTES

Call to Order

5:30p: 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: Jan Foisy, Town Administrator

Pledge of Allegiance to the Flag

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

Scheduled Appointments

Fran Menard - 250th Anniversary

Ms. Menard spoke that the 250th Anniversary Committee would like to create a commemorative program book for the event to feature prominent residents of Deerfield throughout the years. They plan to sell ads and would envision that Departments, for example the Fire Department, may take out pages in memory of former members. The Committee is seeking the Board's blessing for this project. Selectman Robertson spoke in support of the idea, adding that groups like the auxiliary or relief associations associated with the various Town Departments would participate so that no monies for the ads would come from the budget. The Board had no objections to the plans as presented.

Joe Manzi - Planning for Summer

J. Manzi updated the Board that the Parks and Recreation Department has been pledged a donation of \$10,000 to be received in stock on or around July 1st from the Brown Family. The Parks & Rec Commission has identified Hartford Brook Field improvements as the best use of the gift at this time and has formulated a plan. The project has been discussed with Ms. Nancy Brown and she is in full support as her father had been very involved in Deerfield Athletics. J. Manzi is seeking the Board's approval and guidance on how to proceed with accepting the stock in kind. J. Foisy spoke that a Public Hearing to accept the money would need to be held. That Hearing will be properly posted and held at the June 15th meeting.

J. Manzi advised that the George B. White playground installation has been scheduled for June 14th. He is working with the Road Agent to pull out the existing structure.

Mark Tibbetts, Fire Chief & Cindy McHugh, EMS Director - New Station

M. Tibbetts spoke that the Fire and Rescue Associations recently held a meeting to discuss the topic of adding on to the existing facilities versus pursuing a new building. Twenty three members were in attendance and the pros and cons of both options were debated at length. Rick Pelletier has indicated that if more than 51% of the current building is remodeled, the entire facility would need to be brought up to current building codes. That would

include adding a ventilation system, handicap access and an elevator to the second floor. It is estimated that remodeling the current building would cost \$800,000. The cost for a new building, if approached as a community build, relying heavily on local contractors to donate time and/or materials, is estimated to be \$1.4 million. M. Tibbetts indicated that, at this time, the Rescue and Fire groups would like to move forward independently of the Police Department. By doing so, they would be able to reduce the size of the proposed building along with the price. The Fire and Rescue groups voted at the conclusion of the discussion and the vote to pursue a new building for the Fire and Rescue Services was 20 in favor, 0 opposed and 3 abstaining. M. Tibbetts spoke that, with the Select Board's blessing, they would begin to put together a flyer of information and begin promoting the plan around Town.

Selectwoman Hutchinson spoke that it seems many communities are looking to combine the location of the Fire, EMS and Police services and asked if cost savings was the only motivation behind the separation. M. Tibbetts responded that the combination building has been put before voters and rejected three times. He has heard pros and cons for combining locations throughout the State. Selectman Shute was in favor of combining the Fire, EMS and Police facilities, as he feels each Department is in desperate need of new space. He asked where the proposed building site would be. M. Tibbetts answered the property near Freeses Pond.

The Board thanked M. Tibbetts and C. McHugh for the time and effort that had been put into the research thus far. It will consider the proposal and continue the discussion at its next meeting. Selectman Shute volunteered to represent the Board of Selectmen on any sub-committee that will be formed.

Mark Young, Road Agent - Bid Awards

Chairman Barry explained that a late bid was received for winter sand. The late entry was from the current supplier who M. Young has been pleased with. Members had no objections to re-opening the Winter Sand portion of the Highway Departments bidding request.

M. Young recommended that the Town use Brox Industries for the paving at Pleasant Hill.

Motion: Vice Chairman Pitman moves to award the paving contract to Brox Industries

Second: Selectman Robertson

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

M. Young asked that the decision on road reconstruction materials be postponed until a later meeting. The Board had no objections.

M. Young recommended that the Town award the bid for roadside mowing to Rye Beach Landscaping. He described that the bid was \$500 lower than the next and that he was familiar with the company, its machinery and confident in their ability to complete the work.

Motion: Vice Chairman Pitman moves to award the roadside mowing bid to Rye Beach Landscaping

Second: Selectman Robertson

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

M. Young has received two bids for the work to take down the dead trees at the cemetery previously discussed. One bid in the amount of \$4,000 and a second for \$2,500.

Motion: Vice Chairman Pitman moves to employ JM Messina for tree removal in the amount of \$2,500

Second: Selectwoman Hutchinson

Discussion: Chairman Barry noted that the source of funding would be finalized at a later time.

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

Finally, M. Young advised the Board that during the past winter season the Highway Department has experienced some struggles in working with the Maintenance Director at DCS. He asked that the Town be removed from the contracting for snow removal at DCS so that the School might work directly with East Coast Paving, the current sub-contractor. The Board was agreeable to the suggestion and the Road Agent will keep members apprised of the situation.

Josh Freed, ZBA Chairman

J. Freed thanked the Board for declining his offer of resignation. The ZBA bylaws were reviewed. Currently the ZBA is permitted to have five sitting members with unlimited alternates, a move to seven members would require a Warrant Article. Mr. Freed requested that the nomination of Paul Lucciano be withdrawn without prejudice until he can be reached. Additionally he asked that the other individuals who were nominated and approved as members during the last Select Board Meeting be altered to serve as alternate members, assuming they meet the full criteria. The Board had no objections.

Regular Business & Signatures

- **Minutes of May 4, 2015**

Motion: Selectman Robertson moves the minutes as written

Second: Vice Chairman Pitman

Discussion: Selectman Robertson made note that having the Highway bids in table form was a nice way to present the information.

Vote to approve: Yea 5, Nay 0, Abstained 0 - Motion Carries

- **Accounts Payable - \$39,637.30**

Motion: Selectman Robertson moves to approve

Second: Selectman Shute

Discussion: Selectman Shute asked whether the money spent from the electrical line was for panel work. J. Foisy confirmed yes, that is was part of the encumbrance for the electrical work at the George B. White building. That project is now complete.

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

- **Workers Compensation Contract - \$33,706.20 (current year) & \$37,076.82 est. (next year)**

Motion: Selectman Robertson moves to authorize the Chair to sign

Second: Vice Chairman Pitman

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

- **Tax Collector's Warrant - \$6,376,697**

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Shute

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

- **Timber Tax Levy - \$671.18 - Joseph & Caroline Boyle, 181 Mt Delight Rd**

Motion: Selectman Robertson moves to collect

Second: Selectwoman Hutchinson

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

- **Timber Tax Levy - \$1,750.95, KDRM LLC, Map 408 Lot 020**

Motion: Selectman Robertson moves to collect

Second: Selectwoman Hutchinson

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

- **Timber Tax Levy of \$67.67 - Molly Grant, and Tim and Rebecca DiMatteo, Nottingham Rd**
Motion: Selectman Robertson moves to collect
Second: Selectwoman Hutchinson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Memorandum of Understanding - Southern NH Planning Commission - Re: Electrical Rate Consortium**
Motion: Selectman Robertson moves to authorize the Chair's signature
Second: Vice Chairman Pitman
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Parks & Recreation Commission Appointment - Julie DeCosta**
Motion: Selectman Robertson moves to approve
Second: Selectman Shute
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Inspector of Elections Appointment - Dana VanDerBilj**
Motion: Vice Chairman Pitman moves to approve
Second: Selectman Robertson
Discussion: Selectwoman Hutchinson noted that the Town Moderator has asked that there be 5 Democrat and 5 Republican inspectors for the special election tomorrow and that this appointment is part of that.
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Local River Management Advisory Committee Appointment - Cynthia Kelsey**
Motion: Selectman Robertson moves to approve
Second: Selectwoman Hutchinson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Non-Contemporaneous Business - 3 Members Signing - May 8, 2015**
Accounts Payable - \$537,291.74 (\$500,000 transferred to the School)
Payroll Manifest - \$47,266.82 (\$36,275.78 net)
- **Police Chief Duquette - Request to surplus 8 tires from the Crown Victoria no longer owned by the Dept.**
Motion: Vice Chairman Pitman approve the surplus
Second: Selectman Shute
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Letter to Wells Fargo requesting it sponsor the Stage Coach at the 250th Anniversary Celebration**
Signatures Executed
- **Intent to Cut Wood or Timber - Dwight Barnes, Harvey Rd**
Signatures executed
- **Intent to Cut Wood or Timber - Charlotte Buffington, Harvey Rd**
Signatures executed
- **Intent to Cut Wood or Timber - Malcolm & Bernadette Cameron, Harvey Rd**
Signatures executed
- **Intent to Cut Wood or Timber - Jim DiMatteo, Nottingham Rd**
Signatures executed
- **Intent to Cut Wood or Timber - David & Elaine Nelson, Nottingham Rd**
Signatures executed
- **Transfer Station Annual Report to NH DES**
Motion: Vice Chairman Pitman moves to authorize the Chair's signature
Second: Selectman Robertson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

- **Letter of Resignation - Lindsey Coombs, Scenic Byways Committee**
Motion: Selectwoman Hutchinson moves to accept with regrets
Second: Selectman Shute
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries
- **Letter of Resignation - John Howard, Water Commissioner**
Motion: Selectman Shute moves to accept with regrets
Second: Selectman Robertson
Discussion: Selectwoman Hutchinson asked that an explanation of the duties be circulated, J. Foisy will provide.

Correspondence

The NH Electrical Co-Op will be applying herbicides in the area along its transmission lines.

Christine Britos, State Employer Services Representative with the Return To Work Program has offered services to the Town. The Board agreed to pursue working with the program further.

The Town has received an invitation to join the Suncook Valley Regional Town Association. Selectman Robertson spoke in support of pursuing. The Board will express an interest and find out more about the Association’s meeting frequency.

David Priest, with the Southern NH Planning Commission, is seeking volunteers for a Regional Coordinating Council on coordinating transportation for Senior Citizens. J. Foisy will post the information on the Town Website.

Town Administrator Report

J. Foisy reported that the air conditioning in the Town Clerk Tax Collector and Police Departments has failed and will need to be replaced. M. Tibbetts is collecting estimates, at this time repairs are expected to cost between \$8,000 and \$9,000 for two units.

A rock has hit the windshield of the Fire Chief’s Tahoe and the vehicle is being repaired.

J. Foisy reminded that the Board will need to provide a quorum at tomorrow’s Special Election.

A Public Hearing will be held on June 1st regarding two Bond Preservations. And finally, there will be a presentation of the Boston Post Cane Plaque on June 15th to Jeanette Winslow (posthumously) and John Dearborn.

Selectwoman Hutchinson asked if there was an update on the work to be done to the sign at the front of the George B. White Building, M. Tibbetts answered that the work is almost completed and that he hopes to have the sign in place by mid-June.

Unfinished Business

Selectwoman Hutchinson updated that the Beard Growing Contest to be a part of the 250th Anniversary is expected to kick off in January. She asked whether the Board might consider supporting two or three town-wide mailings about the Anniversary events now that the Communicator is no longer in production. The Board was OK with the mailings, provided the funds were available, and agreed to revisit in early November. Selectman Shute

added that the Parks & Recreation Commission is working on a First Night type of event to kick off the 250th celebrations.

Vice Chairman Pitman updated that the Fair Association recently voted to allow the fireworks, ice cream social and Tailgate Trick Or Treat to take place at the fairgrounds in 2015. Additionally, they have voted to spend \$400,000 toward electrical work before the fair. Plans are to complete work in buildings C, D, E, G, Concessions 3, and the Fire House and at the Main Stage.

Chairman Barry suggested that, in the spirit of sharing information, Town Department's be asked to provide the Board with a list of updates/announcements to be read at the close of each meeting for those watching at home.

Selectwoman Hutchinson spoke that the members of FOCUS had recently voted to discontinue distribution of the Communicator. The group is open to accepting help from any Angel donors who may want to support continued distributions, if anyone is interested please speak with a FOCUS member.

Other Business None

New Business None

Citizens Comments

Ms. Kathy Shigo asked for an update on the removal of the pole at the Town Center. Chairman Barry responded that the Town is waiting on action by FairPoint and asked M. Tibbetts to make an inquiry. Ms. Shigo also advised that there was a large truck with a separated door sitting under the transmission lines.

Jill and Mark Nickerson of 248 Middle Rd spoke that they have been very pleased with the Town and DCS, but recently have had an issue with Administration. They spoke that there is a Public Welfare and Health issue that is not being rectified and requested a closed hearing with the Board. Ms. Nickerson added that they are prepared to go to higher levels if the issue is not addressed. Chairman Barry indicated that the Board will review its upcoming meeting schedules and respond to Mr. and Ms. Nickerson on the matter.

Ms. Harriet Cady spoke that the Town's policy had not been followed in purchasing the electrical panel for the George B. White building. Additionally, work has been done to her computer that was held in the Supervisors of the Checklist office, she would like to know what work was done and is displeased that the office was entered without her notice. Finally, she spoke that State law requires that an inspector from both parties be present during the election.

Ms. Jean Menard advised that the Northern Pass Site Evaluation Committee recently posted a 1,200 megawatt project online, Eversource has released no information on the matter. It may be an alternative to the proposed Northern Pass. She wanted everyone to be aware.

Non Public Session - 91-A:3, II

Motion: Vice Chairman Pitman moves to enter into a Non Public Session

Second: Selectman Robertson

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: Selectman Robertson moves to hire Doreen Schibblehute as a Part Time Bookkeeper at a rate of \$15/hour for 32 hours/week

Second: Vice Chairman Pitman

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

Motion: Vice Chairman Pitman moves to adjourn the meeting of May 18, 2015

Second: Selectman Robertson

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

Next Meeting Monday, June 1st @ 5:30p

*The Minutes were transcribed and respectfully submitted by Katherine A. Libby, Recording Secretary.
Pending approval by the Board of Selectmen.*