

**Town of Deerfield  
BOARD OF SELECTMEN  
July 27, 2015  
MINUTES - Amended**

**Call to Order**

5:30p - Chairman Stephen Barry called the meeting to order.

**Present:** Stephen Barry, Chairman; Richard Pitman, Vice Chairman; R Andrew Robertson and Jeff Shute Selectmen

**Excused:** Selectwoman Rebecca Hutchinson

**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**

**Longevity Awards - Dennis Ainslie (5 years), Joel Hughes (10 years) and John Dubiansky (10 years)**

Chairman Barry, together with the Select Board thanked all three gentlemen for their commitment and service to the Town of Deerfield.

**Bid Awards - Road Reconstruction Materials**

The Road Agent has recommended awarding the materials contracts to Deerfield Sand and Gravel and Plourde Sand and Gravel, to be split at the discretion of the Road Agent.

**Motion:** Vice Chairman Pitman moves to award the bid as described

**Second:** Selectman Robertson

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

**Mark Tibbetts - Warrant Articles**

Fire Chief Tibbetts described the following four recommendations for 2016 Warrant Articles, seeking direction from the Board.

- A. \$63,379 to re-roof the third section of the George B. White Building. Board members were in support of the initiative.
- B. \$30,000 for the sixth and final year of replacement windows and siding at the George B. White Building. Members were in support of the initiative. J. Foisy suggested that replacement of the front and side doors also be included in the estimates. There were no objections.
- C. \$50,000 to be placed in the Fire Apparatus and Equipment Capital Reserve Fund. M. Tibbetts updated that the fund currently has \$100,000. The Board was in support of the additional installment.

- D. \$375,000 for the purchase of a Tanker. Chief Tibbetts updated the Board that the final payment from the budget toward Engine 4 was made in March, some four years ahead of repayment schedule. The payments toward a new tanker would be in the same amount that the Town is now paying. Chairman Barry spoke his dissent to the purchase. He felt it would be prudent to wait until there was a building in the center of Town to house the Tanker. He would prefer to pursue the Safety Center before purchasing another piece of equipment. M. Tibbetts responded that the Tanker is 28 years old and has required some \$8,000 in repairs since 2012. Selectman Robertson noted that the Tanker was identified as a needed purchase as part of the Capital Improvement Plan and that money has been set aside for this purpose over the last several budget cycles. The Board asked that Chief Tibbetts come forward with a full Safety Center proposal at the September 14th Select Board meeting.

In closing, Chief Tibbetts invited anyone interested to attend the training at the Drill Yard in Brentwood the following night at 6p.

### **Jeanne Menard - Northern Pass Update**

Ms. Menard updated the Board that the Draft Northern Pass Environmental Impact Statement has been released. She distributed the pages referencing Deerfield for the Board's review. All alternatives to the original plan require upgrading of the Deerfield Substation. Plans require increased capacity to the existing substation, line reconfigurations coming into Town and additional structures. The first public hearing will be held October 6th in Concord. There has been a request to extend the review period by three months given the scope of the project and the depth of the 2,000 page report. As dates come forward J. Menard asked if information could be posted to the Town's website. The Board thanked Ms. Menard for her time and information and were in support of using the Town's website to broadcast upcoming opportunities for Community involvement.

### **Non Public Session**

**Motion:** Vice Chairman Pitman moves to enter into a Non Public Session pursuant to RSA 91A-3, II (c)

**Second:** Selectman Robertson

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

### **Reconvene**

Chairman Barry noted 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:** Selectman Robertson

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

### **Regular Business**

#### **Minutes of July 13, 2015**

**Motion:** Vice Chairman Pitman moves to approve the minutes as written

**Second** Selectman Shute

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

**Accounts Payable - \$33,896.12**

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

**Second** Selectman Robertson

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

**Outside Detail Contract - Deerfield Fair Association & Deerfield Police Department**

Chairman Barry presented an Outside Detail Contract at a rate of \$30/hour per Officer, plus \$8.95/hour, \$5.73/hour, or \$3.22/hour in administrative costs.

**Motion:** Selectman Robertson moves to approve the contract

**Second** Selectman Shute

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

**Quote - AW Therrien Roofing Company Inc. - \$14,750 - Roof Repairs at the GBW Building**

**Motion:** Vice Chairman Pitman moves to approve the contract, with funds to come from the Municipal Government Buildings and Infrastructure Expendable Trust Fund

**Second:** Selectman Robertson

**Discussion:** It was noted that the current balance of the Fund is \$41,814.20.

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

**Town Clerk/Tax Collector Refund Request - \$123 to Patrick McDaniel for Auto Registration Overpayment**

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

**Second:** Selectman Robertson

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

**Timber Tax Levy - \$881.01 - Thomas P. Welch, Map 406, Lot 9 (Reservation Rd)**

**Motion:** Selectman Robertson moves to collect

**Second:** Selectman Shute

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

**Extension Request - MS 1 - Request to extend filing until 10/1 due to the revaluation in progress**

**Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

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

**Postage Meter Contract - Formax - term of 63 months at \$457/month**

**Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

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

**Non-Contemporaneous Business - 3 Members Signing - July 17 & 18, 2015**

**Payroll \$54,589.36 (\$41,626.48)**

**Accounts Payable - \$547,788.55 (\$500,000 transferred to the School)**

**Old Center Cemetery Deed - Ernest A. Robert & Marianne Hastings Robert - \$800**

*Signatures executed*

**David O'Neal - Municipal Fleet Inspections at \$25/per vehicle**

J. Foisy updated that the Fire Chief has requested that Liberty International in Barrington continue to inspect the Fire Fleet. As a result, the Board thanked Mr. O'Neal for his generous offer, but declined.

**Correspondence**

Chairman Barry noted that Wes Golomb has agreed to serve as the Town's Representative with the Renewable Energy Purchasing Consortium.

The Town has received notice that Richard Jean will no longer be mowing the triangle at the Parade/Nottingham Road intersection and that there is a tree in the area that needs to come down. J. Foisy has contacted the Electric Company regarding the tree; M. Tibbetts agreed to handle the lawn upkeep for the rest of the season and will include the space in the mowing contract for next year.

The Deerfield Planning Board invites residents to attend a meeting on Wednesday, August 12th at 7:30p at the George B. White building to review past work associated with the Village Zoning District effort and identify remaining issues to be addressed. Individuals should contact Gerald Coogan or Fred McGarry for more information.

The Deerfield Conservation provided a monthly update to the Board of the items raised during its July meeting. There is a strong concern for the financial and ecological impact of the Japanese Knotweed in Town. Additionally, the group has invited various local groups to attend its September meeting to refine the McNeil Forest Management Plan. Finally, it was noted that No Trespassing signs have been posted at Map 405, Lots 98 and 99. Selectman Robertson agreed that the knotweed battle is serious and specifically of concern to the Highway Department. He suggested the Road Agent be asked to work with the Commission in formulating a plan.

Finally, Chairman Barry reported that the Annual Audit has been received and is available on the Town's website for download.

**Town Administrator's Report**

J. Foisy presented the Board with budget assumptions for the Oil, Gas and Diesel lines for the upcoming budget season. The Board agreed the figures were a good starting point and reserved the right to adjust them if the market warrants in the coming months. J. Foisy reported that the Highway Department has rented a machine to put gravel down on Pleasant Hill Road and that this will conclude the work in that area. The Parks & Recreation lemonade stand will be selling on Tuesday afternoon from 3p-5p. The group reports strong sales last week. Additionally,

last week the Parks & Recreation Summer Camp welcomed two other local groups to attend a day on the property and the Fire Department watered the hot campers with its equipment.

J. Foisy has identified August 10th to take a preliminary look at the Budget. Also, the Finance Department will be closed on July 28th until 1p as Jan and Penny will be attending training. J. Foisy requested a pay increase for bookkeeper Cherie Sanborn to 20 hours/week at \$15/hour as was originally provided in the job description.

**Motion:** Selectman Robertson moves to approve the increase effective July 16, 2015

**Second:** Vice Chairman Pitman

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

Finally, J. Foisy asked that the Board approve the wage increases previously discussed effective September 24, 2015 as a result of the recent Employee evaluations.

**Motion:** Selectman Robertson moves to accept the Town Administrator's recommendations for pay increases at a cost of \$18,902 for the year.

**Second:** Selectman Shute

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

### **Unfinished Business**

Chairman Barry spoke that the Board has solicited input from past and present members of the Fire Department and will plan to make recommendations regarding a change in procedures in the near future.

The Construction Supervisor for MetroCast has indicated that the pole at the Church Street intersection will be removed on Thursday. Following the removal, the Board asks that the Fire Chief, Police Chief and Road Agent connect to formulate a new traffic plan for the area.

The Smokey the Bear signs are now up at the Central and South Stations. Kevin McDonald will put the donated sign across from the George B. White Building.

**Other Business** \_\_\_\_\_ None

**New Business** \_\_\_\_\_ None

### **Citizens Comments**

Ms. Harriet Cady asked that the Town have in-Town businesses used for maintenance items like oil changes versus taking the Police Vehicles out of Town for things like inspections that are more expensive and add wear and tear on the fleet plus additional travel time for Employees. John Dubiansky urged that the Board use caution in tying the purchase of Fire apparatus to any other project in Town, specifically the Safety Complex. Connecting the two concerns him as he feels decisions should be made based on whether or not the equipment is needed.

### **Adjourn**

**Motion:** Vice Chairman Pitman moves to adjourn the meeting of July 27, 2015

**Second:** Selectman Robertson

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

**Next Meeting Monday, August 10th @ 5:30p**

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