

**Town of Deerfield
BOARD OF SELECTMEN
August 24, 2015
MINUTES**

Call to Order

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

Present: Stephen 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

Girl Scouts Troop - Car Wash Request

The Girl Scouts from Troop 47202 described to the Board the updates and improvements that have been done to the Dugouts and field area at Bicentennial Fields. They have worked to paint the benches, put up home and away signs, build equipment holders and conduct tree removal. Some materials for the project were donated and the troop has spent \$350 of its own funds. The Girls asked the Board's permission to hold a car wash at the George B. White Building September 12th from 8:30-11a to raise money to replenish their account. The Board had no objections to the car wash and expressed their appreciation for the great work done on Bicentennial Field.

Regular Business

Minutes of August 10th, 2015

Motion: Vice Chairman Pitman moves the minutes as written

Second: Selectman Robertson

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

Minutes of August 18th, 2015

Motion: Vice Chairman Pitman moves the minutes as written

Second: Selectman Robertson

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

Accounts Payable - \$30,046.69

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

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

Payroll Manifest - \$1,012.50 (net \$685.66)

Motion: Vice Chairman Pitman moves to approve
Second: Selectman Robertson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Request to Waive Town Hall Rental Fee - Barbara Daley

Motion: Selectwoman Hutchinson moves to approve
Second: Selectman Shute
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Land Use Change Tax - \$1,860 - Donald Baker, 157 Mt. Delight Rd

Motion: Vice Chairman Pitman moves to approve
Second: Selectman Robertson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Land Use Change Tax - \$2,000 - Nellie Rollins, 30 Raymond Rd

Motion: Vice Chairman Pitman moves to approve
Second: Selectman Robertson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Land Use Change Tax - \$713 - Heather Carr & Pauline Gilson, 63 Coffeetown Rd

Motion: Vice Chairman Pitman moves to approve
Second: Selectman Robertson
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Proposal - Town of Deerfield Hands Free Electronic Device Policy

Chairman Barry read the amended policy to mirror the hands free regulations under RSA 265-79c for Town Vehicles driven by Town Employees on Town related business.

Motion: Selectwoman Hutchinson moves to amend the Deerfield Personnel Policy as described.
Second: Selectman Shute
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Non-Contemporaneous Business - 3 Members Signing - August 14, 2015

Accounts Payable - \$30,046.69
Payroll Manifest - \$54,101.29 (\$41,431.35 net)

Accounts Payable - Correction - \$22,814.41

Motion: Vice Chairman Pitman moves to strike the earlier Accounts Payable figure and approve the corrected amount
Second: Selectman Robertson
Vote: Yea 5, Nay 0, Abstained 0 - Motion carries

Scheduled Appointments Cont.

Phil and David Sidmore & Jim Franklin - Swett Rd

Mr. Franklin spoke that he is a land surveyor who has been working to research the property lines and right of way along Swett Rd as cuts through the Sidmore property. He is looking to determine the Class of the road and the obligations of the Property Owners and the Town for maintenance. He has researched records dating as far back as 1805 and has been unable to definitively determine the ownership, rights and width of the right of way. He spoke that there was a Plan approved by the Planning Board giving the road as 50 feet wide, but that the plan was never recorded at the Register of Deeds.

Selectman Robertson offered that for the last 15-20 years he believes the farmhouse on the property has been used as the delineation between the Class V and Class VI portion of the road. Vice Chairman Pitman asked what the end goal and motivation for the determination was, Mr. Franklin responded that, as the property owners age, they want to define the terms and right of way of the property. Mr. Sidmore added that the goal would be to sell the farmhouse and some six acres of land, leaving the rest to the Sidmore children to be put into current use.

The Board agreed that the Town will look into the matter and research the size of the right of way, class structure of the road and any maintenance obligations of the Town. Mr. Franklin offered to assist in the research of the historical records in anyway the Town finds agreeable. Selectman Robertson noted that many of the historical meeting records are available online through the UNH Diamond Library.

Doreen Schibbelhute

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

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: Selectwoman Hutchinson moves to seal the minutes of the Non Public Session.

Second: Selectman Shute

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

Gary Clark - Assistant Fire Chief & Officers

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

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: Vice Chairman Pitman moves to seal the minutes of the Non Public Session.

Second: Selectman Robertson

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

Chairman Barry stated for the record that the Board had complete confidence in the members of the Deerfield Fire Department, its Chief and all of its Officers and services it provides. He went on to say that the Board will continue to evaluate the policies and procedures and command structure of the Department in order to help improve and move forward with the Department.

Regular Business Cont.

250th Anniversary Committee Appointments

Jack Hutchinson has nominated Bernie Cameron, Jonathan Hutchinson, Dee Jones, Torren Judd, Edie Kimball, Walter Kutylowski, Carol Levesque, Mary Ellen Loran, Wendy Rapper, Cherie Sanborn and Donald Tordoff as appointed members of the Committee.

Motion: Vice Chairman Pitman moves to appoint the members as read

Second: Selectwoman Hutchinson

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

Chairman Barry noted for the record that to date the Committee has received \$2,830 in donations, \$600 from license plate sales, \$135 in poster sales, \$1,112 in ornament, keychain and magnet sales, \$3,120 in ad booklet revenue and \$435 in the sale of caps and hats, totaling \$8,232.

Correspondence

The Town Administrator has asked permission to hire a temporary office assistant to assist in the Finance Office; the individual will be brought on from the Parks and Recreation staff with no interference to their current work schedule. The Board had no objections.

The Town has received a letter from Kevin MacDonald regarding the Smokey the Bear sign and the item will be on the agenda for the next Board meeting.

Mark Tibbetts has suggested that while the Mason is on site at the Library that he be engaged to seal the tile and stairs at a cost of \$960. The Board has no objections.

The Town expects to receive \$138,524.21 from the DOT Block Grant for FY 2016.

Regarding the replacement tree to be placed at the Parade, the Road Agent has asked to choose the tree and consult with the Carters regarding its placement. The Board had no objections.

The Deerfield Women's Club has sent a letter thanking the Town for its approval of the Anniversary Sign and notifying that they have decided on a location. Installation is planned for October 2015.

The Town has been notified of a recall on the Spartan Chassis used in the Fire Truck purchased last year. The Fire Chief will check with Valley to verify whether the Town vehicle is impacted.

The Town is in receipt of a letter from Mr. Richard Granger praising the Highway Department, Road Agent, and Sub Contractors for the professional work done in repairing Pleasant Hill Road. Chairman Barry asked that the accolades be placed on file.

Town Administrator Report

J. Foisy reported that the Finance Office will be closed September 3rd and September 15th for trainings and workshops.

She has received notice that Mark Young and Fred Shepard are monitoring a Beaver Dam at 16-17 Range Road.

Unfinished Business

The Board reviewed the draft Survey for the polling regarding the Emergency Services Building. With comment from the Board Jan will revise the draft and circulate for approval prior to mailing.

New Business _____ None

Other Business _____ None

Citizens Comments

Harriet Cady suggested that the Town refer Mr. Jim Franklin to the map done by Joanne Wasson with all the roadways and dates on it.

Adjourn

Motion: Vice Chairman Pitman moves to adjourn the meeting of August 24, 2015

Second: Selectman Robertson

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

Next Meeting Monday, September 7th, 2015 @ 5:30p

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