

**Town of Deerfield
BOARD OF SELECTMEN
November 9, 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

Absent: 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

Ann Scholtz and Tim Mallard – Pleasant Lake Preservation Association

A year ago the Pleasant Lake Preservation Association applied for and received funds for the water shed restoration plan. A consultant has been hired and he has completed work on the, water shed survey, shoreline survey and septic survey. Work was done through Southern New Hampshire Planning funding for the project. The consultant recognized Gulf Road and the Fish and Game Boat Trailer & Parking area top priority for run off into the lake. DES advised us we could apply for a pre-proposal for 319 Water Shed Grant. The pre-proposal grant was approved and now we are preparing the full proposal which is due at the end of the month. We have been awarded \$90,000 which requires a 40% match to get to a total of \$150,000. The \$60,000 can be a soft match which can include equipment, labor, materials and such. The reason we are here tonight we have conversation with the town about offering their services, labor or equipment for work on Gulf Road. They are looking for a firm commitment from the Town.

Vice Chairman Pitman questioned the time frame of the project. Ms. Scholtz state the project would start 4/15 and run through 12/18. Discussion continued on the number of agencies that will be involved in this project. Mark Young, Highway Agent commented he could put this in the 2017 Highway Budget.

The Board of Selectmen has agreed to provide services and support to accomplish the Gulf Road mitigation project and has the Boards full support.

Joe Manzi – Parks & Rec

J. Manzi informed the Board of the deterioration of the parking lot across the street from the GB White Building. Joe would like a plan set up for next year with grading and possibly some paving to make the area safer.

Mark Young, Highway Agent state for the short term the Highway Department could put down some nit-pack and do some grading. M. Young will check into the cost of a 15ft paved apron or possible donation for the work.

J. Manzi wanted to make the Board aware of is there is a strong group donor and volunteers will be working on the Hartford Brook Field. There may be activities before winter. J. Manzi will keep the Board informed.

2016 Budget Review

J. Foisy state she would like to start with 2015 Budget. The budgets that are over budget are Town Hall due to the maintenance; Cemeteries due to the tree removal at one of the cemeteries; Fire Department due to vehicle maintenances; Agencies due to the increase in cost of employee physicals and testing, Recreation due to the wage increase and Library also due to the wage increases. These overages will be covered by the Town Administration full time and Police full time lines.

Chairman Barry would like to know how much is left in the 2015 Budget. J. Foisy gave a figure of approximately \$500,000. This figure includes the monthly payments and wages.

2016 Budget

Library would like to add \$350 which is 100 gallons to the oil

Insurance budget has not been finalized

Highway Department, Mark Young, Highway Agent, would like to remove \$6,999 from the Part Time line and move the amount to the 399 line Winter Maintenance line. Instead of hiring a part time employee add a new contractor. M. Young let the Board know that a contractor does not mind coming in for just a couple of hours on call. If you hire someone you are obligated to pay him.

2016 Draft Warrant Articles:

To see if the town will vote to raise and appropriate the sum of Three Hundred Seventy Five Thousand Dollars (375,000) for the purchase of a new Fire Department Tanker.

To see if the town will vote to raise and appropriate the sum of Two Hundred Forty Three Thousand Dollars (\$243,000) for the reconstruction of 4,500 feet on South Road from house number 57 to house number 100 South Road. This Warrant Article to be offset by Impact Fees in the amount of Thirty Thousand Dollars (\$30,000) for 2,250ft

Vice Chairman Pitman asked the total amount to be raised. Chairman Barry said \$243,000

To see if the town will vote to establish a Winter Road Maintenance Expendable Trust Fund per RSA 31:19-a, for the purpose of managing winter weather, including but not limited to plowing and removing snow, sanding and chemically treating streets, and otherwise responding to hazardous road conditions related to winter weather and to raise and appropriate Seventy Five Thousand Dollars (\$75,000) to put in the fund with a cap of \$100,000, with this amount to come from fund balance; further to name the Board of Selectmen as agents to expend.

To see if the town will vote to establish an Fire Department Vehicle Vehicles and Equipment Expendable Trust Fund per of RSA 35:19-a for the purpose of repairs to the Fire Department Vehicles and Equipment and to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) with this amount to come from fund balance, further to name the Board of Selectmen as agents to expend.

To see if the town will vote to raise and appropriate the sum of (\$) for the purpose of replacing windows, siding, doors and energy improvements to the George B. White Building. Figures are not in at.

To see if the town will vote to raise and appropriate the sum of Sixty Three Thousand Three Hundred Seventy Nine Dollars (\$63,379) for the purpose of re-roofing the third section of the George B. White Building.

To see if the town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000), to be placed in the previously established Fire Apparatus and Equipment Capital Reserve Fund.

To see if the town will vote to raise and appropriate the sum of Forty Two Thousand Dollars (\$42,000) for the purchase of a new command vehicle for the Fire Department.

To see if the town will vote to raise and appropriate the sum of up to Twenty Five Thousand Dollars (\$25,000) to be placed in the previously established Municipal Government Buildings Expendable Trust Fund said funds to come from surplus. No amount to be raised from taxation.

To see if the town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in the previously established Rescue Vehicles and Equipment Capital Reserve Fund.

To see if the Town will vote to raise and appropriate the sum of Six Thousand Dollars (\$6,000) to be used by Northwood Lake Watershed Association to control the Milfoil in Northwood Lake.

To see if the Town will vote to raise and appropriate the sum of (\$) for the purpose of installing a handicap lift by the Town Clerk/Tax Collector's Office in the GB White Building. Chairman Barry asked if there was any idea of cost. J. Foisy gave the price from to companies for the lift as \$5,510 and \$10,902 with out the labor of the construction on the wall. Selectman Shute asked if it was a chair lift. J. Foisy explained her thinking was to have a ramp to a lift over the stairs. Selectman Robertson commented that this is something we need to go after as none of the meeting rooms are ADA compliant.

J. Foisy brought up the idea of possibly encumbering the money for the lift if there is any money left. The Board thought to bring this forward at the end of December.

Selectman Shute asked if the paving for the Transfer Station should come out of the Budget and into a warrant article. Chairman Barry felt this was another thing to look at in December.

Regular Business

Minutes – November 2, 2015

Motion: Vice Chairman Pitman moves the minutes as written

Second: Selectman Robertson

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

Accounts Payable - \$38,311.06

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

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

Payroll – Gross \$50,111.98 Net \$37,921.91

Motion: Selectman Robertson moves to approve

Second: Selectman Shute

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

2015 Tax Collector's Warrant - \$5,583,666 – Tax Rate at \$22.01

Motion: Vice Chairman Pitman moves to approve 2015 Tax Warrant

Second: Selectman Robertson

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

Chairman Barry read the letter discussed last meeting regarding the changes of some procedures for the Fire Department. Changes to be made, add Chief to the committee of 4; add "Please feel free to contact us if you have any questions; add Chief and Officers to the education.

Correspondence

Court Order for the trash issue on 244 Middle Road has been received. Decision needs to be made as soon as possible.

Chairman Barry asked Mark Young, Highway Agent to step up. M. Young feels it would take couple to 3 days to clean it up. Discussion with the Board and M. Young on how to proceed with the cleanup continued. M. Young felt an excavator with metal tracks would be better than a loader. Vice Chairman Pitman preferred a dumpster to the trash going to the Transfer Station.

Motion: Vice Chairman Pitman moves authorize the Highway Agent to oversee and track all cost; material handling, dumpster any fees included and report back to the Board of Selectmen.

Second: Selectman Robertson

Vice Chairman Pitman added to place a lien on the property for all costs of cleanup. Chairman Barry asked the second if he was ok with the change. Selectman Robertson said he was.

The motion is: To authorize the Highway Agent to go forward as soon as possible, to track all cost, have a police detail there and lien the property for the total cost of the cleanup.

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

New Hampshire Municipal Associate sent us a bill in the amount of \$3,847.00 for the 2016 Member Dues.

Tri State Fire Protection, LLC have been awarded the fire extinguisher contract for the State of New Hampshire for the next 3 years.

Town Administrator's Report

J. Foisy would like the Boards permission to close the office on December 24th, the day prior to Christmas, and employees use comp time, personal time or vacation time and also permission to close the offices at 2:30 on December 31st New Year's eve.

Mark Tibbetts, Fire Chief has taken Forestry 2 the 1981 6 x 6 out of service as they need to replace the turbo seal as it is leaking. Also one air pack has been taken out of service as it is not worth spending over \$600 to repair as the air pack will be 10 years old on January 1st.

J. Foisy spoke with David O'Neal and D. O'Neal is able to order tires through Sullivan Tires at the State Bid Prices.

Unfinished Business

None

Other Business

None

New Business

None

Citizens Comments

Ms. Harriet Cady has 3 comments – is proud of you for Pleasant Lake and why didn't Southern NH Planning contact the Town as we pay dues to them. Ms. Cady asked for a proposal for a chairlift. Ms. Cady was wondering if there were any clean up funds from DES for the Lamprey River Watershed Clean Water.

Non Public Session

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

Second: Selectman Robertson

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: Selectman Robertson

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

6:57 pm Adjourn

Motion: Vice Chairman Pitman moves to adjourn the meeting of October 26, 2015

Second: Selectman Robertson

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

Next Meeting Monday, November 16, 2015 @ 5:30p

*The Minutes were transcribed and respectfully submitted by Jeanette L. Foisy, Town Administrator
Pending approval by the Board of Selectmen.*