

**Town of Deerfield  
BOARD OF SELECTMEN  
April 20, 2015**

**MINUTES - Amended**

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**Call to Order**

5:30p: Chairman, Steve Barry called the meeting to order.

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

**Excused:** Rebecca Hutchinson, Selectwoman

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

**Pledge of Allegiance to the Flag**

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

**Scheduled Appointments**

**Phil Bilodeau - Timber Harvest**

Mr. Bilodeau spoke that the Town Forrester Charles Moreno has marked the Town Forest located off Brown Road for harvest. Three bids were received and it is his recommendation that the Town use GC Morse and Sons, the same company who did the work at Dowst Cate. Vice Chairman Pitman asked how it is determined when the trees are ready for harvest, Mr. Bilodeau responded that the previous Chair, Alex Cote, had identified that this property was ready and Mr. Marino agreed.

**Motion:** Selectman Robertson moves to approve and execute the contract with GC Morse and Sons for the harvest of timber at Brown Road

**Second:** Vice Chairman Pitman

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

**James Sullivan - Trustee of the Trust Funds**

Mr. Sullivan requested that the Board appoint Jonathan Hutchinson as a second alternate to the Trustee of the Trust Funds.

**Motion:** Selectman Robertson moves to appoint

**Second:** Vice Chairman Pitman

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

**Denise Greig - Welfare Administration 2015 Allowable Levels**

Given current market conditions and rates, Ms. Greig recommended that the Town increase the monthly allowable shelter allowance by \$100 and reduce the monthly fuel allowance by \$100, leaving all other rates unchanged.

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

**Second:** Selectman Shute

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

**Mark Tibbetts - Purchasing Needs**

Chief Tibbetts asked the Board's permission to spend \$3,000 from the Fire Department's Equipment line to purchase a float pump and utility trailer for the Gator; \$1,000 from the Fire Department Equipment Fund, \$1,000 from the Water Holes/Forest Fires Budget and \$700 from the Fire Department Budget for the float pump; \$2,000 from the Fire Department Equipment Fund for the utility trailer for the Gator.

**Motion:** Vice Chairman Pitman moves to approve the spending of \$3,000

**Second:** Selectman Robertson

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

### **Regular Business & Signatures**

- **Minutes of April 6, 2015**

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

**Second:** Selectman Robertson

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

- **Accounts Payable - \$47,516.46**

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

**Second:** Selectman Robertson

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

- **Update - Cash Receipt Policy**

J. Foisy read through the revised cash receipt policy. It is suggested that section 5 be adjusted to eliminate language calling for returned checks be presented to the Police Department for collection and adding language for the Finance Department/Town Clerk/Tax Collector to notify the check writer that a check did not clear and take steps to resolve the issue.

**Motion:** Selectman Robertson moves to approve the change to the policy

**Second:** Selectman Shute

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

- **Notice of Abatement - Recommended to abate \$92 of the 2014 Property Tax for Daniel Briggs on Map 423, Lot 12**

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

**Second:** Selectman Robertson

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

- **Notice of Abatement - Recommended to abate \$223 of the 2014 Property Tax for Aaron Cady on Map 209, Lot 8**

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

**Second:** Selectman Shute

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

- **Notice of Abatement - Recommended to deny request to abate 2014 Property Tax for Aaron Cady on Map 209, Lot 10**

**Motion:** Selectman Robertson moves to approve

**Second:** Vice Chairman Pitman

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

- **Notice of Abatement - Recommended to deny request to abate 2014 Property Tax for Aaron Cady on Map 410, Lot 77**

**Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

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

- **Request to Collect Timber Tax of \$1,972.14 - Map 406, Lots 29 & 30, Map 414, Lots 143, 145, 147 & 148**

- Motion:** Selectman Robertson moves to collect
  - Second:** Vice Chairman Pitman
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Timber Tax Levy of \$1,339.96 - Map 410, Lot 08**
  - Motion:** Selectman Robertson moves to collect
  - Second:** Vice Chairman Pitman
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Gravel Tax - \$208.98 - Nellie Rollins, 30 Raymond Rd**
- **Non-Contemporaneous Business - April 10, 3 Members Signing**
  - Accounts Payable - \$21,819.64**
  - Payroll Manifest - \$45,120.36 (\$34,323.12 net)**
- **Request to Waive the Town Hall Rental Fee for the November 15th Coffeehouse to benefit the 250th Anniversary Celebration**
  - Motion:** Vice Chairman Pitman moves to grant the waiver
  - Second:** Selectman Robertson
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Re-Appointment of Roger St. Onge, Darrell Bradley, Glenda Smith and Scott Loignon as Part-Time Patrolmen**
  - Motion:** Vice Chairman Pitman moves to approve
  - Second:** Selectman Robertson
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Chairman Barry nominates Denise Greig for re-appointment as the Welfare Administrator**
  - Motion:** Vice Chairman Pitman moves to approve
  - Second:** Selectman Robertson
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Chairman Barry nominates Richard Pelletier for re-appointment as the Health Officer and Denies Greig as Deputy Health Officer**
  - Motion:** Selectman Robertson moves to approve
  - Second:** Selectman Shute
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Chairman Barry nominates Cynthia McHugh for re-appointment as the Animal Control Officer**
  - Motion:** Vice Chairman Pitman moves to approve
  - Second:** Selectman Robertson
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Chairman Barry nominates Cynthia McHugh for re-appointment as the Director of the Rescue Squad**
  - Motion:** Vice Chairman Pitman moves to approve
  - Second:** Selectman Robertson
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Josh Freed, Chairman of the Zoning Board of Appeals nominates Jonathan Leer for a term ending 4/30/18**
  - Motion:** Vice Chairman Pitman moves to approve
  - Second:** Selectman Robertson
  - Vote:** Yea 4, Nay 0, Abstained 0 - Motion Carries
- **Josh Freed, Chairman of the Zoning Board of Appeals nominates Anthony DiMauro for a term ending 4/30/18**
  - Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

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

- **Josh Freed, Chairman of the Zoning Board of Appeals nominates Paul Luciano for a term ending 4/30/18**  
**Motion:** Vice Chairman Pitman moves to approve  
**Second:** Selectman Robertson  
**Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries**
- **Josh Freed, Chairman of the Zoning Board of Appeals nominates Stephen Stephenson for a term ending 4/30/18**  
**Motion:** Selectman Robertson moves to approve  
**Second:** Selectman Shute  
**Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries**
- **Josh Freed, Chairman of the Zoning Board of Appeals nominates Katherine Alexander for a term ending 4/30/18**  
*With no motion - the nomination is not approved*
- **Notice of Intent to Cut Wood or Timber - Helen McGovern, Baker Ave**  
*Signatures executed*
- **Notice of Intent to Excavate - Paul & Alice Smith, Blakes Hill Rd**  
*Signatures executed*
- **Notice of Intent to Cut Wood or Timber - Lawrence J. Clifford Trust, Haynes Rd**  
*Signatures executed*
- **Notice of Intent to Cut Wood or Timber - Katherine Hartnett Rev Trust, Thurston Pond Rd**  
*Signatures executed*
- **Request from the Director of the Rescue Squad to sign contracts for EMT services at the NH Arabian and Twin State Horse Shows at a rate of \$150/day with \$20 going to the Town**  
**Motion:** Vice Chairman Pitman moves to approve and to authorize the Chair's signature  
**Second:** Selectman Robertson  
**Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries**
- **Request from the Road Agent to use Deerfield Sand and Gravel to crush 1,000 yards of pavement and 500-600 yards of gravel at a rate of \$275/hour plus a \$275 site set up fee**  
**Motion:** Vice Chairman Pitman moves to approve at the rates read per the Road Agent's recommendation  
**Second:** Selectman Robertson  
**Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries**

### **Correspondence**

The Town has received notice from its Attorney that the sale of property at 4 Corey Rd has been completed as expected.

Chairman Barry spoke that the cost for the Town to hold the recent Primary was \$1,274.94, not including the cost of closing the Town Clerk/Tax Collector office for the day and not including any additional costs that will be associated with the upcoming election.

The Board had a list of 2009-2012 properties ready for deeding. The Town Administrator suggested that the previous properties be cleared up before taking on the new list. The Board had no objections.

The Department of Environmental Services of Wetland Management has notified the Town of plans to use the US Army Corps to perform habitat restoration in the wetland at Griffin Road.

Representative Ann Kuster has asked that the Town post notice of her office contact information and hours for constituents.

A Mr. Matt Perrone is looking to give the Town a piece of property on Mountain Rd that he feels is unbuildable. A letter from Fred McGarry with the Planning Board accompanied the package stating that due to snow on the property he was unable to conduct a full review, but that he felt there would be at least an acre of dry buildable land. The Board agreed to wait until the property could be fully inspected to make a determination.

#### **Scheduled Appointments Cont.**

##### **Wes Golomb - Solar Up NH**

Mr. Golomb spoke that he had become aware of and interested in participating in a program sponsored by the Southern NH Planning Commission. The goal of SolarUp NH is to obtain 10-15% group discounts on solar purchasing, and to use volunteers to develop tool kits to help communities increase their use of solar power. Candia and Deerfield have been selected to participate in the pilot program. There will be no cost to be involved. Mr. Golomb asked that the Board sign a letter to secure the agreement and express its support. Members were in agreement, they asked that the Town Administrator put the letter onto Deerfield stationary for delivery to the Southern NH Planning Commission.

**Motion:** Selectman Robertson moves to authorize the Chair to sign the letter when it is ready

**Second:** Vice Chairman Pitman

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

#### **Town Administrator Report**

J. Foisy informed the Board that the Road Agent has pulled a board from the Freeses Pond dam in preparation for the expected heavy rains this week and has notified John Howard with the State Water Management Authority.

**New Business**     None

#### **Other Business**

Selectman Robertson noted that the NH Fish and Game did an excellent job of stocking along the Lamprey River last week for any anglers who may want to know.

Selectman Shute informed the Board that a group called the Deerfield Bulldogs came before the Parks and Recreation Commission at its last meeting. They are a new youth football program and are looking for field space in Town. It had been suggested that they speak with the Board about using a piece of donated land, but it has since been determined that the property in question is owned by the School.

Chairman Barry asked that the Board be copied on the engineering study and mitigation plan that the Fair Association has been working on. All were in agreement to ask that the Fair Association keep the Select Board abreast of its plans.

#### **Unfinished Business**

Chairman Barry spoke to J. Foisy's previous recommendation to promote Penny Touchette to Finance Director/HR/Assessing Supervisor; it has been two weeks since that recommendation was made. All Members were in support of the recommendation.

**Motion:** Vice Chairman Pitman moves to approve the promotion at a rate of \$2,000/pay period

**Second:** Selectman Robertson

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

**Citizens Comments**

Harriet Cady asked for clarification on whether the compensation increase to Penny Touchette was an additional \$2,000 every two weeks? Chairman Barry answered that no, it was for \$2,000 total per pay period.

**6:29pm Non Public Session**

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

**Second:** Selectman Robertson

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

**6:49pm Reconvene**

Chairman Barry noted for the record that no action was taken during the Non Public Session.

**Motion:** Selectman Robertson moves to seal the minutes of the Non Public Session

**Second:** Vice Chairman Pitman

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

**6:50pm Motion:** Vice Chairman Pitman moves to adjourn the meeting of April 20, 2015.

**Second:** Selectman Shute

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

**Next Meeting Monday, May 4th @ 5:30p**

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