

**Town of Deerfield  
BOARD OF SELECTMEN  
March 21, 2016  
MINUTES**

**Call to Order**

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

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

**Pledge of Allegiance to the Flag**

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

**Organizational Meeting for 2016**

**Motion:** Selectman Robertson moves to keep all positions and appointments the same as 2015, Planning Board excluded

**Second:** Selectman Shute

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

**Motion:** Vice Chairman Pitman moves to appoint Fred McGarry as Planning Board Representative, with himself serving as alternate

**Second:** Selectman Robertson

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

**Motion:** Selectman Robertson moves to nominate Selectman Shute as alternate MBC Representative

**Second:** Vice Chairman Pitman

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

Vice Chairman Pitman proposes that the Town form a Safety Services Committee which he volunteers to head to include the Fire, Police, Rescue, and Emergency Management Departments to work on facility planning.

**Motion:** Selectman Robertson moves to appoint Vice Chairman Pitman to head up the Safety Services Committee as described

**Second:** Selectman Shute

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

**Scheduled Appointments**

**Jim Sullivan - Trustees of the Trust Funds**

Mr. Sullivan reported that, while previous vote of the Town, gave the Trustees permission to engage a Financial Adviser to manage the Capital Reserve Funds, the cost of doing so would have just covered the return earned in the portfolio. The Trustees will revisit the idea in Q2 2016 and will keep the Board apprised. Mr. Sullivan thanked Carol Levesque and the other Trustees

for their work on the Committee and will return to the Board in the coming weeks to appoint two new alternate Trustees. The Board thanked Mr. Sullivan and the Trustees for the work they do for the Town.

### **Regular Business**

#### **Minutes - March 7, 2016**

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

**Second:** Selectman Shute

**Vote to approve: Yea 4, Nay 0, Abstained 1 - Motion Carries**

#### **Accounts Payable - \$825**

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

**Second:** Selectman Robertson

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

#### **Accounts Payable - \$52,666.45**

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

**Second:** Selectman Robertson

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

#### **2016 Agreement Vet & Shelter Fees - Police Department & Deerfield Veterinary Clinic - \$1,200/year**

**Motion:** Vice Chairman Pitman moves to approve and authorize the Chair's signature

**Second:** Selectman Robertson

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

#### **Permit Application - Property Tax Exemption/Elderly Exemption - \$70,000 - Paul Trembly, 10 Mountain Rd**

**Motion:** Selectman Robertson moves to grant the exemption

**Second:** Selectman Shute

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

#### **Permit Application - Property Tax Credit/Service Related Total & Permanent Disability - \$2,000 - Robert Tyler, Raymond Rd**

**Motion:** Selectman Robertson moves to grant the exemption

**Second:** Selectman Shute

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

#### **Tax Collector's Warrant - Land Use Change Tax - 168 South Road - \$7,000**

**Motion:** Selectman Robertson moves to collect the tax

**Second:** Selectwoman McGarry

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

#### **Property Tax Abatement - Recommendation to Deny - 5 Dukes Lane**

**Motion:** Selectman Robertson moves to deny the abatement as recommended by the Assessor

**Second:** Selectman Shute

**Vote:** Yea 4, Nay 0, Abstained 1 - Motion Carries

**Property Tax Abatement - Recommendation to Deny - 250 North Road - Map 405 Lot 80 & Map 207 Lot 01**

**Motion:** Selectman Robertson moves to deny the abatement as recommended by the Assessor

**Second:** Selectman Shute

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

**Property Tax Abatement - Recommendation to Deny - 9 Scott Lane, Map 206 Lot 11**

**Motion:** Selectman Robertson moves to deny the abatement as recommended by the Assessor

**Second:** Selectman McGarry

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

**Property Tax Abatement - Recommendation to Deny - 11 Sunset Lane - Map 207, Lot 56**

**Motion:** Selectman Robertson moves to deny the abatement as recommended by the Assessor

**Second:** Selectman McGarry

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

**Property Tax Abatement - Recommendation to Abate \$775 of the 2015 Property Tax - 13 Sunset Lane, Map 207 Lot 58**

**Motion:** Vice Chairman Pitman moves to grant the abatement as recommended by the Assessor

**Second:** Selectman Robertson

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

**Property Tax Abatement - Recommendation to Abate \$1,233 of the 2015 Property Tax - 6 Pond View Lane, Map 206 Lot 25**

**Motion:** Vice Chairman Pitman moves to grant the abatement as recommended by the Assessor

**Second:** Selectman Shute

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

**Property Tax Abatement - Recommendation to Abate \$5,500 of the 2015 Property Tax - 189 South Road, Map 420 Lot 48**

**Motion:** Selectman Robertson moves to grant the abatement as recommended by the Assessor

**Second:** Vice Chairman Pitman

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

**Property Tax Abatement - Recommendation to Abate \$533 of the 2015 Property Tax - 16 Birch Rd, Map 419 Lot 58**

**Motion:** Selectman Robertson moves to grant the abatement as recommended by the Assessor

**Second:** Vice Chairman Pitman

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

**Hardship Abatement - Recommendation to Abate \$1,853.66 of the 2015 Property Tax - Map 409 Lot 53 at 72 Nottingham Road**

**Motion:** Vice Chairman Pitman moves to grant the abatement

**Second:** Selectman Robertson

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

**Town Clerk/Tax Collector - Request to appoint Kelley Robert as Deputy Town Clerk through March 2018**

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

**Second:** Selectwoman Shute

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

**Regional Electric Purchasing Cooperative**

Chairman Barry described that the Town's current electric contract with Residential Power is at a rate of \$0.09/kwh. The contract runs through November 2016 and will cost the Town an estimated \$26,193.98. Through the cooperative arrangement the Town could receive a rate from Standard Power of \$0.075/kwh, a potential savings of \$6,528.83 for the year. The Town is not obligated to purchase with Standard Power by signing the agreement to move forward.

**Motion:** Selectman Robertson moves to authorize the Chair to sign

**Second:** Selectman McGarry

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

**Recess to Open Public Hearing re: Amending Pole Licenses**

Chairman Barry recessed the Select Board meeting to open a Public Hearing regarding amending the existing pole licenses to bring current with language on taxation under RSA 72:23.

Ms. Harriet Cady asked for confirmation that the only purpose of the change was to bring the license language in line with current taxation lines? The Board confirmed.

With no further Public Comment the Public Hearing was adjourned.

**Reconvene Select Board Meeting of March 21, 2016**

**Motion:** Selectman Robertson moves to revise pole licensing procedures and standards to align with the RSA as described during the Public Hearing

**Second:** Selectman Shute

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

**Contract for Utility Appraisal Representation on past cases - George Sansoucy**

**Motion:** Selectman Robertson moves to authorize the Chair to sign the contract

**Second:** Selectman McGarry

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

**Police Chief - Use of parking lot across from the George B. White Building**

Chairman Barry suggested the Police Chief ought to notify the owners of the trucks and trailers parked across from the George B. White Building that once the road restrictions in Deerfield are removed, that the equipment needs to be relocated.

**Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

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

**Non-Contemporaneous Business - March 11, 14 & 15 - 4 Members Signing**

**Accounts Payable - \$539,474.07 (\$500,000 transferred to DCS)**

**Payroll Manifest - \$53,952.10 (\$40,661.49 net)**

**Letter to the Voters of Deerfield thanking them for the support of various Warrant Articles at the March election**

With no objections from the Board it was agreed the letter should be signed and posted to the Town Website and FORUM.

**MS 232 - DRA Report of Appropriations**

**Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

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

**Movement of Funds to Capital Reserve and Capital Expenditure Funds as voted**

\$75,000 to the Winter Road Maintenance Expendable Trust Fund

\$50,000 to the Fire Apparatus & Equipment Capital Reserve Fund

\$25,000 to the Municipal Government Buildings Expendable Trust Fund

\$10,000 to the Fire Department Vehicle & Equipment Expendable Trust Fund

\$10,000 to the Rescue Vehicle & Equipment Capital Reserve Fund

**Motion:** Selectman Robertson moves to approve and authorize the Chair to sign

**Second:** Vice Chairman Pitman

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

**Annual Audit Questionnaire re: Actual or Suspected Fraud**

**Motion:** Vice Chairman Pitman moves to sign the Form as read

**Second:** Selectman McGarry

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

### Correspondence

A Coffee House to benefit the Deerfield Food Pantry will be held at the Town Hall April 9th at 7:30p.

The Town has received a letter from the DRA with notification that the Town's assessments were within range and substantially comply with expectations. The letter indicated that Deerfield met, or exceeded all standards and commended the Town for setting an excellent example.

A bill for representation in the current court case vs. Ms. Cady was received from Counsel Upton & Hatfield in the amount of \$4,796.78. Chairman Barry noted that this is in addition to a bill for \$496.29 already paid, resulting in over \$5,000 of the Town's \$20,000 Legal budget being spent.

A letter was received from the office of the State Fire Marshall notifying Deerfield that bounce houses are dangerous and that any operation of bounce houses without proper licensing and documentation is a violation of State law. The Board agreed that Parks and Recreation should consider surplusizing its bounce house.

The 2015 MetroCast remitted franchise fee totaled \$28,663.21 and the anticipated franchise fee remittance for 2016 is \$29,080.42.

### Town Administrator's Report

J. Foisy reported that the Board will be needing to appoint various positions. It was recommended that the Town leave the positions filled as they currently are. J. Foisy will hold a Department Head meeting on Thursday to review the 2016 budgets. Steve Jamele will be changing over the Town's server on Saturday, April 2nd.

J. Foisy suggested a series of moves within the 2016 default budget. The Board had no objections to the recommendations as presented.

### New Business

Selectman McGarry reported that he will be attending a Conference on the Northern Pass in the coming week, representing the Planning Board, and asked whether it might be OK to represent the Select Board as well. The Board was in agreement.

### Recess - Non Public Session

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

**Second:** Selectman Robertson

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

### Reconvene

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

**Motion:** Selectman Shute moves to seal the minutes of the Non Public session

**Second:** Selectman Robertson  
**Vote Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Citizens Comments**

Ms. Harriet Cady questioned how the Town could enter a contract with Mr. Sansoucy when the AVATAR website indicates that it is contracted with Deerfield for Utility Appraisal representation. Chairman Barry clarified that the contract with Mr. Sansoucy was only for previous year's cases.

**Adjourn**

**Motion:** Vice Chairman Pitman moves to adjourn the meeting of March 21, 2016

**Second:** Selectman Robertson

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

**Next Meeting Monday, April 4, 2016 @ 5:30p**

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