

DEERFIELD PLANNING BOARD
DEERFIELD, NEW HAMPSHIRE
APRIL 24, 2013

MINUTES OF MEETING

PRESENT: Board members Fred McGarry, Kate Hartnett (arrived at 7:30), Alan O'Neal, Lisa Wolford, Peter Schibbelhute. Also present Planning Consultant Gerald Coogan and secretary Jane Boucher.

Chair Fred McGarry called the meeting to order at 7PM.

APPROVAL OF MINUTES

Lisa Wolford moved and Peter Schibbelhute seconded to approve the minutes of April 10, 2013.

The following corrections were made to the minutes:

Page 1 Paragraph 11: Correct to read "Mr. Coogan , commenting on the CIP, said that he...."

Page 3 Paragraph 2: Correct to read "...advisory in nature can be used by the Board of Selectmen and Municipal Budget Committee in developing annual budgets."

Chair McGarry called for a vote on the motion. Voted in favor.

CAPITAL IMPROVEMENT PROGRAM (CIP)

Town Administrator Leslie Boswak was present.

Leslie Boswak commented that she was here to discuss how to proceed with the CIP. She noted that there were questions on what we should and should not include and how to move in a positive direction.

Lisa Wolford suggested that we follow the OEP Guide regarding the CIP.

Ms. Boswak said that Department Heads have pretty much developed their initial needs and are ready to present them.

Alan O'Neal noted that the facts gathered are pretty much in place. He added that Department Heads have done that before Town Meeting.

Leslie Boswak commented that there was a question as to whether or not the Board of Selectmen should be the agents to expend because if they are not, they have to go to Town Meeting for approval from the voters.

Leslie Boswak noted that the CIP developed for 2005-2010 is way out of reality. She added that Deerfield is not receptive to a CIP or Capital Reserve Funds. She is trying to change the mind

set and try to educate everyone in order that everyone is on the same page.

Alan O'Neal said that the CIP is an education for the voters. He added that the first step has already been done by Department Heads. The next step is to have the Department heads come before the Board.

Lisa Wolford noted that the OEP recommends getting a fiscal history back to 2005 which would give the Planning Board a basis to compare and identify.

Alan O'Neal said that information should be in Town Reports.

Leslie Boswak said the Town is so far behind that we have a 1995 truck that should be replaced in 2016 and a 1986 grader that should have been replaced in 2009.

Peter Schibbelhute said that we have to replace the twenty year old fire truck before it breaks down.

Alan O'Neal said that the Capital Reserve Fund is like a savings plan and we have to show the Town the financial benefits. He added that the next step is to have a format filled out by Department heads.

Leslie Boswak said that we probably could create some kind of handbook to better define the process and what process will be.

Fred McGarry referred to past Town Meetings where we still got negative votes, but people were able to hear both sides of the argument.

Leslie Boswak noted that she had spoken with the Library and they have elected not to participate.

Kate Hartnett questioned if there was any discussion as to how to get more people to better understand before they vote.

Leslie Boswak said she would love to see that happen. She referred to Portsmouth which established the "Portsmouth Listens" which hosts several meetings each year with active participants.

Alan O'Neal agreed that we need more open discussion.

Lisa Wolford said she would be willing to take on doing something such as "Portsmouth Listens". She referred to the OEP which recommended dividing tasks.

Leslie Boswak commented that she would like to long term and

look at bigger picture.

Leslie Boswak will provide budget histories for the last five years which will include warrant articles.

Gerald Coogan suggested looking at the tax base of the Town to see how it has grown.

Leslie Boswak commented that the tax base history is seriously skewed because of the taxes paid by PSNH which have added to the tax base.

Mr. Coogan felt by this analysis the Town could take on a little bit of debt.

Peter Schibbelhute said the problem is that people need to be better informed.

Peter Schibbelhute left the meeting at 8:10PM.

Lisa Wolford will work on creating a form for Department Heads to complete which will include asking for information on policy, guidelines and regulations.

The Board discussed the possibility of inviting the MBC , Board of Selectmen and School Board to be involved in discussion.

APPROVAL OF MANIFEST

Alan O'Neal moved and Lisa Wolford seconded to approve the manifest. (time sheet for Jane Boucher 17 1/2 hours). Voted in favor.

NH HOUSING GRANT

Gerald Coogan advised that RFP's have been circulated and the deadline for submitted in May 1. The Board of Selectmen will hold a Public Hearing on May 6, 2013 to accept the grant.

Fred McGarry advised that David Preece, SNHPC, has said, if they are not selected, they want 5% of the grant.

PSNH SUB STATION LIGHTING

Alan O'Neal reported on a meeting held on April 23, 2013 at the sub station with representatives from PSNH. Fred McGarry and Richard Pelletier also attended. He said that he was not that bright. The abutter overstated the situation, light did not shine onto his property.

Mr. O'Neal said they started at the sub station and took readings at several locations. He noted that the meter read .05 at one location and on Mr. Boyces deck .025 which are low

readings. Mr. O'Neal said that there were three lights that PSNH will adjust downward, although they were not causing any brightness.

Lisa Wolford said the information should be documented.

OTHER BUSINESS

Chair McGarry advised that he will speak with Code Enforcement Officer Richard Pelletier to advise him of a paving company which has set up business on North Road and a wetlands filling on North Road near Pleasant Lake.

The meeting was adjourned at 9:10PM.

Recorded and transcribed by Jane Boucher
Pending Approval by the Planning Board