

**TOWN OF DEEP RIVER**  
**Board of Finance**  
**Regular Meeting July 27, 2010**

The Board of Finance convened its Regular Meeting at the Deep River Town Hall on July 27, 2010. Meeting called to order by J. Bauer at 7:53 PM. Members present: R. Balducci, N.Coutant, G. Eckenroth, L. Guerette, D. Routh. Also present R. Smith, A. Thompson, T.Lindner.

**Approval of Minutes:** on MOTION made by R. Balducci, seconded by N. Coutant, to approve Regular Meeting Minutes of June 2010. Motion CARRIED unanimously.

**Audience of Citizens:** Chuck Bruttomesso from Unison presented proposal concerning communications cell tower, proposal includes lump sum payment of \$228,000 with inclusion of additional 200 sq. ft. adjacent to current site, 50-50% ratio split for future tenants. Discussion noted there are currently four tenants, tower is capable to handle total five. Additional alternate proposals discussed. Noted insurance would be through Unison with tower maintenance TowerCo till 2024 when current lease expires. Comparison to another company's proposal planned. Recommend to send proposals to Attorney Marsh for review and comparison to counter-offer, discussion to deposit funds to Capital Non-Recurring fund if taken.

**Treasurer's report:** T. Lindner presented Town Deposits Report for review, noted receipt of some tax revenues.

**Recommendation of Selectmen:** R. Smith noted end of year revenues from LOCIP and Police Grants pending, ECS had cut some funding by \$49,000 based on State formulas. Have not received check reimbursement from VNA for receivables, \$50,000 billed, \$10,000 to be transferred at this time.

R. Smith presented Memo of 7/27/10, requested authorization for transfers and appropriations as follows:

Transfer \$2,300.00 from Town Hall Operation line 10103-52004 Electricity to Selectman line 10101-51051 Accounts Manager, \$1,387.77 from Tax Collector line 10108-53095 Tax Refunds to Selectman line 10101-51051 Accounts Manager, \$1,922.66 from Tax Collector line 10108-53095 Tax Refunds to Selectman line 10101-52011 Engineering Services, \$415.15 from Probate Court line 10153-53001 Office Supplies & Postage to Selectman line 10101-52011 Engineering Services. Total \$6,025.58.

Transfer \$97.16 from Probate Court line 10153-53001 Office Supplies & Postage to Communications Center line 10124-53024 Salary, \$1,600.00 from Assessor line 10107-52003 Valuations Appeals to Communications Center line 10124-53024 Salary, \$94.94 from Assessor line 10107-51004 Assessor Salary to Communications Center line 10124-53024 Salary, \$2.49 from Civil Preparedness line 10125-53051 Civil Preparedness to Communications Center line 10124-53024 Salary. Total \$1,794.59.

Transfer \$5,151.14 from Special Services line 10109-53072 Newsletter/Brochure to Parks and Recreation Commission line 10155-53082 Maint: Devitt/Plattwood/Dock, \$2,199.58 from Inland

Wetland Conservation line 10113-51032 Enforcement Agent Salary to Parks and Recreation Commission line 10155-53082 Maint: Devitt/Plattwood/Dock. Total \$7,350.72.

Transfer \$812.96 from Town Clerk 10104-51052 Assistant's Salary to Municipal Library line 10151-51052 Assistants Salary, \$648.34 from Tax Collector line 10108-51055 Pt Clerical Salary to Municipal Library line 10151-51052 Assistants Salary, \$111.25 from Board of Assessment Appeals line 10106-51005 Tax Reviewer Salary to Municipal Library Line 10151-51052 Assistants Salary. Total \$1,572.55.

Transfer \$101.53 from Board of Assessment Appeals line 10106-51005 Tax Reviewer Salary to Waste Removal/Recycling line 10133-52030 Water Tests/Engineering, \$2,360.50 from Planning and Zoning line 10110-52010 Legal Fees to Waste Removal/Recycling line 10133-52030 Water Tests/Engineering \$3,910.00 from Planning and Zoning line 10110-52011 Engineering Services to Waste Removal/Recycling line 10133-52030 Water Tests/Engineering, \$624.34 from Planning and Zoning line 10110-53020 Training/Meeting/Mileage to Waste Removal/Recycling line 10133-52030 Water Tests/Engineering, \$1,265.81 from Employee Benefits line 10116-52060 Medical Insurance to Waste Removal/Recycling line 10133-52047 Bulky Waste Coverage, \$2,198.36 from Public Utilities line 10132-52040 Street Lighting to Waste Removal/Recycling line 10133-52047 Bulky Waste Coverage, \$1,357.98 from Building Official line 10112-51051 Secretary Salary to Waste Removal/Recycling line 10133-52050 Household Hazardous Waste F. Total \$11,818.52.

Transfer \$240.89 from Building Official line 10112-51051 Secretary Salary to General Government Capital line 10190-54504 Plattwood Park-Well/P&R, \$550.00 from Building Official line 10112-53040 Reference Manuals/Books to General Government Capital line 10190-54504 Plattwood Park-Well/P&R, \$1,777.54 from Building Official line 10112-53042 State Training Fees to General Government Capital line 10190-54504 Plattwood Park-Well/P&R, \$980.00 from Inland Wetland Conservation line 10113-52047 Technical Services to General Government Capital line 10190-54504 Plattwood Park-Well/P&R, \$217.57 from Inland Wetland Conservation line 10113-52010 Legal Fees to General Government Capital line 10190-54504 Plattwood Park-Well/P&R. Total \$3,766.00.

**Total Line Item Transfers: \$32,327.96**

Appropriation from UGF of \$11,625.52 to General Government Capital line 10190-54300 Road Repair-Highway.

Appropriation from UGF of \$42,049.22 to Public Health Nursing Services line 10145-52036 Professional Dues/Fees.

R. Smith recommended transfer of \$5,201.33 to Park and Recreation Commission line 10155-53089 from UGF.

**Actions on Recommendations of Selectmen:** On MOTION made by D. Routh, seconded by L.Guerette, to approve total transfers in the amount of \$32,327.96 as noted above. Motion CARRIED unanimously.

On MOTION made by R. Balducci, seconded by N. Coutant, to approve appropriation from UGF of \$11,625.52 to General Government Capital line 10190-54300 Road Repair-Highway. Motion CARRIED unanimously.

On MOTION made by D. Routh, seconded by R. Balducci, in order to proceed to discussion, to approve appropriation from UGF of \$42,049.22 to Public Health Nursing Services line 10145-52036 Professional Dues/Fees. Long discussion of what dues and fees are actually included in \$42,049.22, what Professional Dues/Fees are included/covered in line 10145-52036 for \$15,519.00, R. Smith will have detailed printout of all lines. Noted that over-expenditures have been anticipated and discussed in previous months, that the situation has been resolved with closing of DRVNA and new contract for visiting nursing services with Lower Valley. Noted there may be still pending a week of pay for clerk. This appropriation will be required to go to town meeting. Question of what happens if not approved at town vote. Status of Memorial Fund approximately \$72,000. Motion CARRIED. G.Eckenroth abstained from vote.

On MOTION made by L. Guerette, seconded by N. Coutant, to approve appropriation from UGF of \$5,201.33 to Park and Recreation Commission line 10155-53089 New Programs, refund of funds earned at 2009 and 2010 Carnival for use to purchase score board at DRES for basketball program, playground equip at DRES or Devitts Field, and other similar programs. Motion CARRIED unanimously.

**Correspondence:** R. Smith presented memo of July 27, 2010 to T. Lindner to make adjustments of \$16,072.29 from Capital Non-Recurring to General Government Capital line 10190-54153 Equipment-Fire Dept and \$48,540.34 from Town Hall Capital Fund for the General Government Town Hall line 10190-54520 Town Hall Project.

**Monthly Budget Report Review:** monthly reports received for review.

**Other Business:** noted there is no August meeting. Request to McGladrey & Pullin for meeting in August to start audit process. The town has been able to implement some Audit Comments/Recommendations from prior Management Letter.

Discussion of recent vote for fire department project, how to determine what issues are that caused vote to be put down, how to proceed to determine reason why voted down.

Noted meeting with Probate Judge Damon which included Assistant from State Attorney General's office concerning VNA Memorial Fund disposition, noted temporary freeze on accounts for 90 days, town treasurer T. Lindner appointed as trustee, Liberty Bank will have their attorneys review accounts, ordered to have account name changed from VNA to Town of Deep River, tax identification will be changed back to town tax id number (noted was changed February 2010,) Selectmen duties include forming oversight committee, discussion of restrictions on use of funds, total of \$72,000 divided into a checking account and three CDs. Various options concerning handling of account in future, formation of over-sight committee and committee charges discussed.

**Adjournment:** on MOTION made by N. Coutant, seconded by R. Balducci, to adjourn at 9:32 PM. Motion CARRIED unanimously.

Respectfully submitted:

Lori J. Guerette, COA