

DEERFIELD BOARD OF SELECTMEN

A regular meeting of the Deerfield Board of Selectmen was held on Wednesday, January 28, 2015.

PRESENT: Mark Gilmore, Carolyn Shores Ness, David Wolfram.

Also Present: Kayce Warren

Present in Audience: Jeff Upton, Douglas Finn

The meeting was called to order at 6:13 PM. The chair welcomed all present.

REVIEW OF MINUTES OF PREVIOUS MEETINGS

The Minutes of January 7, 2015, and January 14, 2015 were reviewed.

It was MOVED by Ness, SECONDED by Gilmore

To accept the minutes of the January 7, 2015 meeting.

Voted: 2, 0, 1 (Wolfram)

It was MOVED by Ness, SECONDED by Wolfram

To accept the minutes of the January 14, 2015 meeting.

Voted: 2, 0, 1 (Gilmore)

SELECTMEN'S COMMENTS / ANNOUNCEMENTS

Ms. Ness reminded viewers of the open house happening at town hall until 6:30 PM.

Ms. Ness congratulated the supporters and staff of SCEMS for winning the MMA Innovation Award. Ms. Ness also provided a report on the MMA conference, including networking, information on funding the School Resource Officer, and other materials.

Ms. Ness commented about her attendance of an Infrastructure Funding seminar, and has a few ideas as to how to fund local projects.

Mr. Wolfram: LED lighting funding is available.

Mr. Gilmore spoke about the cost advantages of LED lighting elements as replacements for both florescent and standard incandescent lamps. Also spoke about LED lights as potential replacements for overhead / street lighting.

Mr. Gilmore also spoke about the recent open house at the Senior Center, and the various topics of discussion.

Mr. Gilmore also complemented the local emergency services on their participation in the collaborative effort in planning for the recent winter storm.

Ms. Ness reminded the viewing public to rinse off their pets' feet, after taking them for walks out on treated surfaces.

Mr. Gilmore also recognized the efforts of the Chief of Police for his efforts in planning for and working through the recent storm.

Ms. Ness promoted the upcoming Deerfield Recreation Department's "Frozen" movie presentation and event.

SEWER ABATEMENTS DISCUSSION/DECISION ITEMS

DISCUSS/APPROVE/VOTE – SEWER ABATEMENTS

Ms. Warren presented information on two sewer abatement requests, and the recommendations by the Highway Superintendent.

MASLANKA REQUEST FOR SEWER BILL ABATEMENT

The Highway Superintendent's research suggests that water usage as reported is slightly less than expected for a single-resident use, and abatement is not recommended.

It was MOVED by Gilmore, SECONDED by Wolfram

That the request for abatement by Ms. Maslanka be denied.

Voted: 3, 0, 0.

DISCUSS/APPROVE/VOTE – USE OF CODERED SYSTEM BY SCHOOL SYSTEM.

Ms. Ness reported that a request for access to the Town's CodeRed telephone notification system was received by the Superintendent of Schools, for the purpose of notification about ongoing Pre-K registration. The concern is that permission to use the system may constitute a change in policy regarding its use.

Gilmore: Run a test of the Code Red System; include the information about the Pre-K registration event as part of the test. In this way, the use of the system for this purpose will not constitute a precedent.

Ness: An excellent idea - make use of the system for this purpose, and also as an opportunity to train individual(s) in the use of the system.

DISCUSS/APPROVE/VOTE – PERMITS

ONE DAY LIQUOR LICENSE – DEERFIELD ACADEMY

It was MOVED by Ness, SECONDED by Wolfram

To approve an application from Trustees of Deerfield Academy for a one-day Sec 14 Wine and Malt Beverage License, for February 24, 2015, subject to a favorable review of the Deerfield Police Department.

Voted: 3,0,0.

ANNUAL PERMITS

It was MOVED by Gilmore, SECONDED by Wolfram

To approve applications from Douglas Auctioneers (Local Auctioneers) and Deerfield Motors (Class II).

Voted: 3,0,0.

APPOINTMENTS:

A list of recommended appointments to the South County EMS staff, received from SCEMS Director Zach Smith, was reviewed.

It was MOVED by Ness SECONDED by Gilmore,

To approve the following appointment to the South County EMS Staff:

- *Casey M. Bergeron - standard paramedic Per Diem - \$20.83 / hr.*
- *Suellen F. Bellows - standard paramedic Per Diem - \$20.83 / hr.*
- *Scott J. Chapman - standard paramedic Per Diem - \$20.83 /hr.*
- *Mark J. Laprade - standard paramedic Per Diem - \$20.83 / hr.*
- *Michael J. Currie - standard EMT-Basic Per Diem - \$13.62 / hr.*
- *Cameron H. Dunbar - standard EMT-Basic Per-Diem - \$13.62 / hr.*
- *Jeffery P. McAndrews - standard EMT-Basic Per Diem - \$13.62 / hr.*
- *Nire O. Ragoza - standard EMT-Basic Per Diem - \$13.62 / hr.*

Voted: 3, 0, 0.

BUDGET WORKING SESSION

The Board reviewed several budget requests, including requests from Moderator, the Conservation Commission, Oliver Smith Trustee, Assessors, Selectmen's salaries, and others.

Expected soon are budgets from Town Treasurer / Collector, Town Accountant, and Town Clerk.

MOVED by Gilmore, SECONDED by Wolfram

To approve the Moderators Budget as presented.

Voted: 3,0,0.

MOVED by Gilmore, SECONDED by Wolfram

To approve the Selectmen's Salaries budget as presented (after corrections to Totals line)

Gilmore: It should be considered to improve the budget to encourage participation by outside individuals.

Voted: 3,0,0.

MOVED by Gilmore, SECONDED by Wolfram:

To approve the Assessor's Salary Budget as presented

Voted: 3, 0, 0.

Discussion about Triennial Recertification:

Gilmore: it would be good to know how much was actually spent in previous years.

Warren: An overall back-history report is included in the budget book.

Gilmore: Why is the triennial recertification not spent every year?

Warren: That is a special case, and can be carried over from year to year.

Gilmore: I understand the funding mechanism; the history of the account does not show that it is being spent.

Ness: We can get that line item sorted out.

Gilmore: {talked through the history of the line-item} The account does not show that the account is being spent down.

Warren: The line item is a special article on the warrant.

Gilmore: The bookkeeping of this line-item doesn't appear transparent in the budget process, and isn't properly reflected.

Ness: The line item doesn't affect the budget.

Gilmore: {reviewed FY2014 numbers}. This appears that more money than was allocated was spent, and this makes it appear hidden.

Warren: How can it be hidden if it is voted as an Article?

Gilmore: The percentages don't hit the mark because the percentages are skewed.

Warren: I can have John Coderre explain the mechanics of the fund.

Gilmore: I will speak with John Coderre directly in regard to this.

Warren: Will the information be available to public viewers?

Gilmore: I will bring back the information when I get it.

Ness: The concern as to why there is money in the account should be explained.

Warren: {reviewed FY2015 expense to date in regard to that line-item}

Ness: (to Gilmore) Please speak with John Coderre about this matter.

It was MOVED by Wolfram, SECONDED by Gilmore,

To approve the Assessors Expense budget as presented.

Voted: 3, 0, 0.

It was MOVED by Gilmore, SECONDED by Wolfram,

To approve the Oliver Smith Trustee budget as presented.

Voted: 3, 0, 0.

It was MOVED by Gilmore, SECONDED by Wolfram,

To approve the Conservation Commission budget as presented.

Voted: 3, 0, 0.

Gilmore: It should be noted that this increase (\$300) is not a true increase of this budget, but a reinstatement of the budget back to its historic level. Any percentages changes should be so noted.

It was MOVED by Gilmore, SECONDED by Wolfram,
To approve the Zoning Board budget as presented.

Voted: 3, 0, 0.

There were some questions on the Town Office Building budget.

Wolfram: What are the miscellaneous repairs? I assume it was this building.

Warren: It may be for the Senior Center building, but most likely be for Town Hall.

Town Office Building Budget will be held until a later date.

Discussion on the Police Salaries Budget:

Gilmore: How will the School Resource Officer be funded? Will the schools be contributing to the funding? Will the funds come from other sources? I am not against the School Resource Officer, but would like it not to be entirely funded from taxation.

Ness: Regardless of which budget it is in, it will be funded by taxation.

Gilmore: Money that is in there is not a big chunk, but it can grow to be substantial. Would like to see a plan, policy, and funding sources.

Jeff Upton: Resource Officers have been funded through State Grants.

Ness: Community Policing Money is completely gone; the same holds true for Police Training Money.

Gilmore: If people want this position to be funded, the funding must come from various sources.

Ness: Item has been 'zeroed out', indicating that Selectmen do not want to see another full-time position to be added to the payroll. Selectmen also believe this to be an unfunded mandate, and will look for other sources of money.

Ness: Any changes to pay increases, other than those that are contractually funded?

Gilmore: Recommend tentative approval, but if we have to reduce budgets, we may have to address these again.

It was MOVED by Wolfram, SECONDED by Gilmore,
To approve the Police Salaries Budget as presented.

Voted: 3, 0, 0.

Discussion on Police Operational Budget

Ness: Gas funding level makes sense at a level fund, in spite of reduction of gas prices.

Warren: Chief has been monitoring his budget, and working to return monies back to the town.

Wolfram: Oil production has been subsidized, and so prices are going to go up.

Wolfram: Increase in equipment purchases?

Ness: Two TASERs and two breathalyzer units.

Warren: Should the Chief come in to make a presentation?

Gilmore: Not necessary. A department head shouldn't have to 'appear' before the board. However, a simple note from each department head discussing changes to expenses would be more helpful, and efficient.

It was MOVED by Gilmore, SECONDED by Wolfram,

To tentatively approve the Police Expenses Budget as presented.

Voted: 3, 0, 0.

Discussion on Highway Winter Road Budget

Gilmore: A good example of necessity of explanation for budget differences. Cost of salt vs. cost of sand, and how both relate to cost of street-sweeping expenses.

It was MOVED by Ness, SECONDED by Wolfram

To approve the Winter Road Maintenance budget as presented.

Voted: 2, 0, 0 (Gilmore).

Discussion on Senior Center budget.

Ness: Has Kevin Scarborough reviewed the cost of gas and electric?

Warren: Yes, and the numbers seem to be correct.

Ness: Concerned about these costs.

Gilmore: SCSC should not be budgeting based on emergencies.

Gilmore: Budget is increasing by 24%?

Warren: Benefits were not calculated properly in previous years.

Gilmore: We're paying 50% of salary levels for benefits?

Warren: We can get that report.

Wolfram: Salary levels vary. Depending on salary levels, yes, it may be that high.

Warren: Also, Diana Damon is the first director in several years to take benefits. Costs were therefore not necessarily properly calculated.

Gilmore: Everyone who works more than 1/2 PT gets benefits?

Warren: You don't see a breakdown number for benefits and retirement for every employee. SCSC is a special case, and these expenses are specifically spelled out.

Wolfram: This is also true of school staff; since benefit items are not spelled out as part of department salary budgets, but consolidated in a benefits line item.

Gilmore: This should be clearer -- the true cost of employees.

Ness: A single employee can cost \$9,000 in insurance benefits.

Upton: The true costs of employees are not factored in, or clearly presented to town residents, and should be.

Ness: Do you want to go with this budget?

Gilmore: I think we can approve it.

Warren: There are costs that Deerfield covers that are not part of the SCSC budget.

Gilmore: We are trying to make the costs of the SCSC more transparent. However, this is not a budget that we need to spend hours on, but be aware that it may increase. The Outreach Coordinator is a grant funded position, and may very well go away.

It was MOVED by Gilmore, SECONDED by Wolfram

To approve the South County Senior Center Budget as presented.

Voted: 3, 0, 0.

Discussion on ADA Coordinator budget:

Gilmore: Request a hold on ADA Coordinator budget

Warren: It must be funded.

Gilmore: At what level?

Warren: Not sure.

Gilmore: What does it cost us? How about we fund the budget at the cost of the position? We need to look at the position, what it costs the town, and the line item for this position should reflect those true costs.

Ness: Budget is held.

Discussion on Tilton Library Budget:

Warren: This has been funded at level services.

Ness: Electric costs?

Warren: The budgeted amount is reflective of her actual bills. Costs for electric service has increased due to increased building use, and increased programs held at the building.

Warren: Target budget amount is listed on the budget; this must be met in order to continue receiving state grants and services. The level services budget meets this required level.

Warren: {discussed various budget specifics}

Wolfram: Overall budget only shows about a 1.5% increase.

Gilmore: Will increased hours translate into increased budget?

After discussion, the budget was put on hold, pending staff salary reviews.

TOWN ADMINISTRATOR'S REPORT

Ms. Warren noted with sadness the recent death of Bob White, Sunderland resident, former member of Frontier Regional School Committee, and founding board member of FCAT.

Ms. Warren also presented a packet of information related to enrollment records and predictions for Frontier Regional School District. There was discussion about the meaning of the data presented, and the need for ongoing conversations.

Ms. Warren reminded the members of a meeting scheduled for Thursday, January 29, 2015, 6 PM at the Deerfield Elementary School.

SCHEDULE OF UPCOMING MEETINGS

- February 4, 2015 - Working Session
- February 11, 2015 - Regular Meeting
- February 18, 2015 – Regular meeting
 - There will be no meeting on February 25, 2015

ADJOURN

It was MOVED by Gilmore, SECONDED by Wolfram

To authorize signing of payroll and vendor warrants, upon completion, and at the convenience of the Board members, and to adjourn.

Voted: 3, 0, 0.

Meeting was adjourned at 8:28 PM.

Respectfully submitted,

Douglas Finn