

**TOWN OF DEERFIELD
BOARD OF SELECTMEN**

April 2, 2012
MINUTES

Call to Order

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

Pledge of Allegiance to the Flag

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

Present: Steve Barry, Chairman; Alan O'Neal Vice Chairman; Bill Perron and R. Andrew Robertson, Selectmen

Also Present: Leslie A. Boswak, Town Administrator

Department Review

A. Alex Cote – Highway Department

A. Cote has provided back up numbers to the Board of Selectman on equipment rentals. Typically the Highway department rents an excavator each Spring for ditching work. This year they have spent approximately \$6,000 in unexpected costs on stone that has come from the gravel line and will need to rent a roller once the wet weather arrives to work on the Town's gravel roads. He would like the Board's permission to move forward with the quote from MB Tractor for equipment rental. Additionally, he has been notified that Ira Martin will be taking an extended leave of absence and he has collected quotes for the work of stone crushing in the pit. A handful of quotes were presented and Mr. Cote would like to go ahead with awarding the work to Merrill. Chairman Barry asked where this expense would be covered in the budget. A. Cote responded that it will come out of the gravel line. Vice Chairman O'Neal noted that there were no equipment movement expenses in the Merrill quote. A. Cote confirmed, saying that the company would be on their way to another job in Middleton and could stop on the way through. The cost will be approximately \$4,175 to do the work, quoted at \$350/ton.

Chairman Barry asked if the funds could be moved to cover costs without impacting the Highway Department Budget's bottom line. A. Cote confirmed, he would like to combine the culvert, reconstruction, gravel and reconstruction contractor lines and does not expect to exceed the bottom line. The Board had no issue with that plan, but asked that the Highway Department keep them informed of the budget and its expenditures as the year progresses.

Motion – Vice Chairman O'Neal moved to go with MB Tractor for the rental of equipment

Second – Selectman Robertson

No Further Discussion – All in Favor – Motion Carries

Motion – Selectman Robertson moved to accept the bid from Merrill @ \$350/ton for 1.5 inch crush

Second – Vice Chairman O'Neal

No Further Discussion – All in Favor – Motion Carries

B. Rick Pelletier – Transfer Station

Chairman Barry informed the Board that he and a number of individuals had travelled to Manchester, NH recently to look at a new loader at Anderson Equipment. Today, Anderson brought a used loader to the Deerfield Transfer station and reviewed the piece of equipment. It has approximately 500 hours on it and looks to meet all of the Town's needs. Anderson presented the Town with an option to purchase a full warranty for 1,000 hours at \$5,656 as well as a 2,000 hour maintenance contract, which Rick Pelletier estimates would last the town for between 4 and 6 years.

Motion – Vice Chairman O'Neal moved to go forward with the purchase of a used 2011 WA 200 P2.6 Loader from Anderson Equipment at a cost of \$106,701

Second – Selectman Robertson

No Further Discussion – All in Favor – Motion Carries

R. Pelletier also informed the Board that Merrill has offered to potentially crush the debris as the Transfer Station as it is doing its work for the Highway Department. Over the years a large pile of brick and mortar has accumulated and the plan is to have that crushed in with the mix for the gravel. Vice Chairman O'Neal asked if they would need to move the pile to the pit. A. Cote confirmed yes.

C. Mark Tibbetts – Fire Department

Chief Tibbetts is seeking the Board's permission to purchase the posts for the house numbering project. They have

eighty-six residents so far that have ordered numbers. Vice Chairman O'Neal asked if the money would be taken out of the encumbered funds. M. Tibbetts confirmed yes, and that the cost will be roughly \$3.80/post. He expects to order extra and anticipates spending between \$700 and \$800. The Board was OK with him proceeding as described.

Regular Business

- Outstanding Minutes – March 26th, 2012

Motion to approve as written – Selectman Robertson

Second – Vice Chairman O'Neal

No Discussion – All in Favor – Motion Carries

- Payroll Manifest - \$52,274.38 (Net \$40,669.40)

Motion to approve – Vice Chairman O'Neal

Second – Selectman Robertson

No Discussion – All in Favor – Motion Carries

- Accounts Payable - \$40,401.69

Motion to approve the Accounts Payable – Vice Chairman O'Neal

Second – Selectman Robertson

No Discussion – All in Favor – Motion Carries

- Delegation of Deposit Authority

Chairman Barry is in receipt of a form to add the Finance Director as an additional employee of the Town authorized to make deposits. This would be a back up in an instance where the Town Clerk or Deputy Clerk is not available.

Motion – Vice Chairman O'Neal moves to add the Finance Director as an additional depositor

Second – Selectman Robertson

All in Favor – Motion Carries

- Veteran's Tax Credits

Chairman Barry explained that following last week's decision to rescind the Veteran's Tax Credit for three town residents the Town sought out additional expertise from the State with regards to some of the specific terminology used in reaching its decision. Terminology used before 1948 for discharge varied between the branches of service. After 1948 all branches used the same terminology. This impacts the case of Ms. Nutter. Based on the recommendations of Mary Morin from the Bureau of Veterans' Affairs, Chairman Barry would suggest that the Board rescind its action taken at the March 26th meeting with regards to Ms. Nutter's tax credit.

Motion – Selectman Robertson moved to rescind the action taken with regards to Ms. Nutter

Second – Vice Chairman O'Neal

All in Favor – Motion Carries

- Police Department Appointments

Police Chief Greeley has requested permission from the Board to re-appoint part time officers Roger St. Onge & Glenda Smith and to appoint Animal Control Officers William Lopez and Cynthia McHugh.

Motion: Vice Chairman O'Neal moves to re-appoint Part Time officers St. Onge and Smith to that position

Second: Selectman Robertson

No Discussion – All in Favor – Motion Carries

Motion – Vice Chairman O'Neal moves to re-appoint Lopez and McHugh as Animal Control Officers

Second – Selectman Robertson

No Discussion – All in Favor – Motion Carries

- Board of Selectman Appointments

Chairman Barry would like to make the following re-appointments; As Welfare Administrator, Denise Greig, as Co-Directors of Emergency Management, Denise Greig and Kevin Barry, Health Officer, Richard Pelletier, and as Deputy Health Officer, Denise Greig.

Motion – Vice Chairman O'Neal moved to appoint the individuals as read

Second – Selectman Robertson

No Discussion – All in Favor – Motion Carries

- Town Treasurer Appointment

Chairman Barry has received a request to re-appoint Judith Marshall as the Deputy Town Treasurer

Motion - Vice Chairman O'Neal moves to appoint Judith Marshall as Deputy Town Treasurer

Second – Selectman Robertson
No Discussion – All in Favor – Motions Carries

- Request for Land Use Change Tax – 20 Harvey Road, John Weaver, 11.50 acres to be pulled out of current use

Motion - Vice Chairman O’Neal moves to approve

Second – Selectman Robertson

No Discussion – All in Favor – Motions Carries

- Notice of Intent to Cut Wood or Timber – Dwight Barnes, 56 Harvey Road

No Discussion – Signatures Executed

- Notice to Excavate – Nellie Rollins, 30 Raymond Road

No Discussion – Signatures Executed

- Request from the Deerfield Women’s Club to waive the Town Hall rental fees for their Annual Silver Tea on May 5th and 6th

Motion – Vice Chairman O’Neal moves to waive the rental fee

Second – Selectman Robertson

No Discussion – All in Favor – Motions Carries

Unfinished Business

Redistricting Update - Chairman Barry informed the Board that the Redistricting plan discussed at the last meeting has had the Governor’s veto overridden by both the State House of Representatives and Senate. He noted that all elected officials representing Deerfield cast their votes to override the veto. The Board will plan to keep abreast of the situation as it unfolds, it is expected that several Towns within the State will be bringing the issue before the courts to question its legality.

Board of Selectman Vacancy – Chairman Barry informed the Board that a number of individual’s have expressed an interest in the vacant position on the Board. Fred McGarry, Bill Von Hassle, Dick Pitman, Walter Hooker, Timothy Godbois, Laura Hughes and Jack Sherburne have reached out with an interest. Leslie has provided a write up on each. The Board will take the week to review the candidates and should be prepared to make a decision at next week’s meeting.

Town Administrator’s Report None

New Business

Selectman Perron asked if the Board would consider allowing the Farmer’s Market to have a Wine Vendor on the premises. Chairman Barry clarified whether there would be consumption. Selectman Perron confirmed no, strictly selling the product.

Motion – Selectman Robertson moved to approve having a wine vendor sell product at the Farmer’s Market held at the GBW Building.

Second – Vice Chairman O’Neal

Vote – 3 yea, 0 nay, 1 abstained – Motion Carries

Selectman Robertson informed the Board that he has spoken recently with the State DES and Fish and Game and they advised the Town to be prepared for calls from citizens concerned with low water levels. With the lack of snow and rain it is anticipated that this will be an ongoing issue throughout the year.

Other Business None

Citizens Comments

Ms Kathy Shigo suggested that the election results should have been posted outside so that individuals who have difficulty getting out of their vehicles could have seen them. She also noticed that Avitar was out assessing again. L. Boswak confirmed that the Town is on a cyclical assessing schedule and that impacted properties were notified. Ms. Shigo heard that some may not have been made aware of the assessing and would suggest the Town work to communicate the assessing schedules better.

Ms Maureen Mann asked what criteria the Board was looking for in filling its vacant position. Selectman Robertson responded that most applicants had provided fairly detailed resumes for review and that he would be looking at the individual’s qualifications as well as their availability. Chairman Barry concurred.

Vice Chairman O’Neal made a motion to enter a Nonpublic Session under RSA 91-A:3 II (b) The hiring of any person as a public employee. Seconded by Selectman Robertson.

Roll Call Vote: Perron-Yes; Robertson-Yes; O’Neal-Yes; Barry-Yes

Police Chief Greeley informed the Board he had narrowed down his search for the full-time police officer to two applicants. Both had a number of years or experience. Chief Greeley requested that he be given permission to make a conditional offer to one of the applicants with a starting rate of \$18.50 per hour. The Board agreed to this conditional offer.

6:20 pm The Nonpublic Session ended.

Chief Greeley informed the Board that Officer Wilson is very enthusiastic about Community Policing and that the Department would like to establish a new Twitter account to notify the Community of items such as road closures, bike rodeos, etc. L. Boswak added that her office is working on a Social Media policy as there are various Town presences on FaceBook, Twitter, etc. Chief Greeley noted that the account would be run by Sgt. Deyermond, as the current Department account is and that any postings would be run by the Town prior to going live. Vice Chairman O'Neal likes the idea and strongly agrees that a policy is needed.

Secondly, Chief Greeley would like the Board's permission to add two On Call positions to its roster. There are currently two Part-Time Officer positions, one vacant and one filled by Patrolman St. Onge, those would remain as is. He has received a number of good applicants and would like to have them attend the Part-Time Academy so that might be hired on an "On Call" basis to add additional staffing resources in occasions of emergency or extended leaves of absence within the Department. Vice Chairman O'Neal asked what the expenses associated with sending individuals to the Academy and outfitting them would be. L. Boswak responded that they are checking with legal as to whether or not they can ask an individual to go through the 200 hour certification Academy at their own expense. Chief Greeley added that they have the firearms and would likely need to purchase one uniform per officer. Compensation would come out of the Part-Time budget line. Vice Chairman O'Neal was supportive of the concept, but expressed concern that the Town would fund getting the officers trained only to have them leave should a full time opportunity that may present elsewhere. Additionally, he would like to see more details around their compensation and what is available in the budget. Chief Greeley noted that the 200 course hours are set up for a part-time training and run over a course of several months (ie November through May) so it may take some time to get the officers fully certified – he will continue to gather information to present to the Board.

Meeting Adjourned

6:35pm

Motion – Vice Chairman O'Neal

Second – Selectman Robertson

All in Favor - The April 2, 2012 meeting is adjourned

Next Meeting Monday, April 9nd at 5:30 pm

*The Minutes were Transcribed and Respectfully Submitted by Katherine A. Libby, Recording Secretary.
Pending Approval by the Board of Selectmen*