

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
January 14, 2013
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, Richard Pitman and R. Andrew Robertson
Selectmen

Also Present: Leslie A. Boswak, Town Administrator

Recess to Public Hearing – Public Safety Complex Bonds - \$2.4 M

Chairman Barry opened the public hearing for the Public Safety Complex bond in the amount of \$2,400,000.00. Chairman Barry read the notice of public hearing: "The below public hearing notice was published in the Concord Monitor on Wednesday, January 2, 2013. The notice was also posted at the George B. White Building and the Post Office on Monday, December 31, 2012. - Town of Deerfield, Public Hearing Notice, Public Safety Complex Bond - \$2,400,000, The Deerfield Board of Selectmen will hold a public hearing on Monday, January 14, 2013 at 5:30 p.m. in the upstairs conference room, 8 Raymond Road, Deerfield, NH. The purpose of the public hearing is to accept public input regarding the following warrant article: "To see if the town will vote to raise and appropriate the sum of \$2,400,000.00 (two million, four hundred thousand dollars) for the design, engineering, construction, equipping, and furnishing of a Public Safety Complex, and to authorize the issuance of not more than \$2,400,000.00 (two million, four hundred thousand dollars) of bonds and/or notes in accordance with the provisions of the Municipal Finance Act, NH RSA Chapter 33 and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest and maturity date thereon; furthermore, to raise and appropriate the sum of \$330,300.00 (three hundred, thirty thousand, three hundred dollars) for the purpose of paying the first year's bond issuance costs and interest payments on the bond. (3/5 ballot vote required)" Questions should be directed to the Administration Department (603-463-8811)."

There were no public comments, Chairman Barry closed the Public Hearing at 5:32pm.

Reconvene Selectmen Meeting

Scheduled Appointments

A. Dave Doran – Road Maintenance Waiver Agreement

Motion – Vice Chairman O'Neal moves to approve the Board's signing of a release of Municipal Liability for Island Rd
Second – Selectman Pitman

Discussion – Planning Board Chairman Fred McGarry explained that this applicant had proposed moving a lot line and through the review the Planning Board came to realize that no agreement was on file for the maintenance of the class 6 road, this is an opportunity to make sure that all necessary paperwork is in place as it should be.

Vote – All in Favor – Motion Carries

B. Parks & Recreation Committee – Department Updates

Department Head Joe Manzi presented the board with a report on the Departments recent organizational system changes, along with a description of the work the Highway Department has done at Bicentennial field to address the continued drainage issues. Selectman Robertson inquired when the Tim Sample show was and Mr. Manzi answered the show will be held on Sunday, January 27th at the DCS, noting that tickets were still available.

Vice Chairman O'Neal raised for conversation the issue of Parks and Recreation employees FICA and Medicare costs (excluding the director) being taken out of the Town's revolving fund. He believed it had been discussed in the past, but noted that since the Department's revolving fund was created in 2009 there have been rising costs of coving FICA and Medicare for the Department's employees, approximately \$8,654 for 2012 and he thinks it is time to start transferring some or all of this expense to the Department's Revolving Fund as an associated cost of having employees. Selectman Robertson did not remember having discussed this in the past and felt it would be unfair, now that the budgeting sessions have been completed to assign these costs to the Department. Selectman Perron asked if the suggestion was to take any FICA and Medicare costs over and above the \$8,600 out of the Department's funds and Vice Chairman O'Neal agreed that

would be one option. Mr. Manzi recalled that the question had been raised previously by Ms. Harriet Cady and that at the time they were told by the Finance Director that it would be a logistical nightmare to break out the Department's employees to anticipate growth as that figure is derived from averages and estimate. All agreed that this issue is one requiring more thought and discussion and Chairman Barry suggested that the Parks and Recreation Department return to the Board with its recommended strategies for covering the associated costs of its growing programs and resultant additional staffing. Vice Chairman O'Neal added that the Department should be conscious of the upcoming Obamacare requirements and think about how that might affect their employment costs.

Parks and Recreation Chair Dwight Barnes would request the opportunity to form a subcommittee of Selectman, Parks and Rec Commission members and the Department Head to discuss the revolving fund issues and determine a path for moving forward. The Board agreed and will schedule a work session after the Deliberative Sessions are completed.

C. 2013 Town Election/Warrant/Budget

Motion – Selectman Pitman moves to sign the 2013 Town Election Warrant

Second – Vice Chairman O'Neal

All in Favor – Motion Carries – Signatures Executed

Regular Business/Signatures

- Approval of Minutes from December 31st

Motion – Robertson moves to approve the Minutes as written

Second – Vice Chairman O'Neal

All in Favor – Motion Carries

- Approval of Minutes from January 7th, 2013

Motion – Selectman Robertson moves to approve the Minutes as written

Second – Vice Chairman O'Neal

All in Favor – Motion Carries

- Accounts Payable - \$764,698.16, of which \$750,000 is transferred to the school

Motion – Vice Chairman O'Neal moves the accounts payable

Second – Selectman Robertson

All in Favor – Motion Carries

Unfinished Business None

Town Administrator's Report

- The Warrant Article to have the MBC determine the Default Budgets requires a Public hearing, the School would like to hold this jointly to save on posting fees and it has been scheduled for the January 28th Selectmen's meeting
- In speaking with Paul Sanderson at the LGC, L. Boswak has been informed that there are members of the MBC who have approached the organization seeking legal counsel without going through the Chair, it was suggested that the Selectmen prepare a letter to the LGC indicating who should be authorized to request legal services of the LGC, L. Boswak has prepared that letter to include all Selectmen, the Town Administrator and Finance Director, the Town Planner and the Chairs of the MBC, Planning and Zoning Boards. All other individuals with inquires should go through his/her Committee Chair and/or the Town Administrator a member of the Board of Selectmen.

Motion – Vice Chairman O'Neal

Second – Selectman Robertson

All in Favor – Motion Carries

- L. Boswak has also received a phone call from the Town's Health Insurance Carrier that inquires were being made of them and would like to suggest drafting letters to each of the Town's Vendors stating that they should not speak to Citizens of the Town so as not to incur unanticipated costs, inquires should be directed through the Selectman or Town Administrators Office. Selectman Pitman suggested that the letters be edited to say "any Citizen" versus identifying a single individual.

Motion – Selectman Pitman moves to authorize the Chair to sign such letters once edited

Second – Selectman Robertson

All in Favor – Motion Carries

Vice Chairman O'Neal asked if the Town Finance Director could pull the figures of what was budgeted in 2013 for the Parks and Recreation Department Employees FICA and Medicare expenses.

Other Business None

New Business None

Citizens Comments

Harriet Cady is concerned that when she asked last year if the Town was taking the FICA and Medicare costs of Parks and Rec employees from the revolving fund she was told it would be a nightmare for the Finance Director to determine that cost, yet when the Selectman request it a number is produced. She would like to know how much money will be used to subsidize the cost of running the Department's programming in addition to the funds they are already being subsidized through lost rent in the building.

Don Daley spoke regarding the LGC authority, he feels that if all Selectman are able to contact the LGC that it should be consistent and all elected officials, specifically all members of the MBC should have authority, or only the Chair of the Board of Selectman should be authorized.

Fred McGarry felt contrary, adding that the Planning Board views limiting access to only the Chair as a way to limit the incurred legal costs and to keep the chain of communication intact, he feels all inquires should be directed through the Chair. Mr. Daley agreed, but feels in fairness it should be consistent. Selectman Robertson noted the only reason he saw that all Selectmen should be able to access would be if there was an issue with the Chair himself.

Nonpublic Session:

6:10 pm Vice Chairman O'Neal made a motion to enter a Nonpublic Session under RSA 91-A:3,II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Selectman Robertson.

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

6:27 pm The Nonpublic Session ended.

No Action/No Decisions:

It was noted that no action was taken or decisions made within the Nonpublic Session.

Minutes Sealed:

MOTION: Selectman Robertson made a motion to seal the Minutes of the Nonpublic Session as divulgence of information contained in those minutes would likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Vice Chairman O'Neal.

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

Meeting Adjourned

Motion – Selectman Pitman moves to adjourn

Second – Selectman Robertson

All in Favor – Meeting is Adjourned at 6:27 pm

Next Meeting Monday, January 22nd @ 8:00am

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