

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
July 1, 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 E. O'Neal, Vice Chairman; Richard Pitman and R. Andrew Robertson, Selectmen

Absent: Rebecca Hutchinson, Selectwoman

Also Present: Leslie A. Boswak, Town Administrator

Scheduled Appointments

Alex Cote - Longevity Award (10 Years) -

Chairman Barry presented Alex Cote, Road Agent with a longevity award for his 10 years of employment and the Board thanked him for his service to the Town.

Acceptance of \$5,000 donation to Highway Dept. per RSA 31:9-b III (b) -

Road Agent Alex Cote informed the Board that the Highway Department has received an anonymous donation of \$5,000 to make updates and improvements to the Department's facilities.

Motion - Selectman Pitman moves to accept the \$5,000

Second - Selectman Robertson

All in Favor - Motion Carries

Alex will keep the Board posted on the progress of the work. Selectman Robertson raised a question regarding the width of paving on the Town's roads. He was approached recently by someone asking why development roads need to be put in at a width wider than the DOT paving specifications. Mr. Cote replied that road construction widths for developments is a suggested, not mandatory width, and that developers can ask for waivers. He referenced Country Rd, off of Middle, where the developer sought and received an exception to make the road more narrow. Chairman Barry raised concerns with the condition of Coffeetown Road, asking the Road Agent if he had any plans to address that road. Alex discussed the departments 2013-2014 paving and road improvement plans. He feels that it would be best to tear up the partial paving on Coffeetown Rd bringing it to an all gravel road and suggested holding a public hearing for the residents affected to voice their thoughts on the matter. Chairman Barry asked the Town Administrator to invite the residents of Coffeetown Rd to attend the July 15th Selectmen's meeting to discuss the matter further. Selectman Robertson feels the plan should move forward unless the Department hears overwhelming objections.

Library Trustees - Stair Project Update

Representatives of the Library Board of Trustees informed the Board that it has received two bids for the stair repair project, one from Charter's Brothers for \$53,700 and a second from Donaldson Masonry for \$12,300. They have looked into the background on Donaldson Masonry, as the \$53,700 is far higher than the funds available. While the bidder does have references and had taken steps to become adequately bonded, there was some concern with the lack of experience with historical properties. At this point the Trustees do not feel ready to award the work to either bidder adding that most qualified contractors are not interested in bidding on the project because it is so small in scope. The Board suggested that the Trustees go out to known contractors and request pricing and proposals for the project. The Library Trustees agreed to do so with a goal of getting three prices. The goal is to have work completed before the frost sets.

Regular Business

- Minutes of June 17, 2013

Motion to approve the minutes as written - Selectman Pitman

Second - Vice Chairman O'Neal

All in Favor - Motion Carries

- Minutes of June 24, 2013

Motion to approve the minutes as written – Vice Chairman O'Neal

Second - Selectman Robertson

All in Favor - Motion Carries

- Accounts Payable - \$43,701.12

Motion – Vice Chairman O'Neal moves to approve

Seconded – Selectman Robertson

All in Favor – Motion Carries

Chairman Barry informed the Board that, per the Town Clerk/Tax Collector, as of the first day of taxes the Town is 85% paid in full, that collected rate being the best in four years

- Deed - Map 414, Lots 154 and 155, Sanborn Property as Voted on by the Town on Warrant Article

Motion– Vice Chairman O'Neal moves to approve the deed to correct an old tax sale property

Second - Selectman Pitman

All in Favor - Motion Carries

- Trustee of the Trust Funds Vacancy - Carol Levesque Appointment

Motion – Vice Chairman O'Neal moves to appoint Ms. Levesque to the vacant position

Second - Selectman Robertson

All in Favor - Motion Carries

- Town Clerk/Tax Collector - Automotive Registration Refund Request - \$72 to Jacqueline Blanchard

Motion – Vice Chairman O'Neal moves to approve

Second - Selectman Robertson

All in Favor - Motion Carries

- Timber Tax Levy - \$358.11 to Dwight and Audrey Barnes

Motion – Vice Chairman O'Neal moves to approve

Second - Selectman Robertson

All in Favor - Motion Carries

- Intent to Cut Wood or Timber - Reservation Rd, Regional Services & Education Center of Amherst, NH

Signatures Executed

- Correspondence - Lawrence Wilworth, Lake Rd

The Board is in receipt of correspondence from Mr. Willwerth regarding the assessing of their property on Lake Rd, the property owners have been billed for an RV that is on the property and would like to come before the Board to discuss. Chairman Barry asked that the Town Administrator make an appointment for the July 15th meeting for the property owners and an AVATAR representative to come before the Board to review and discuss.

Unfinished Business None

Town Administrator's Report

- Leslie informed the Board that the Town Offices will be closed Friday, July 5th, to have the water lines in the GBW Building removed out and the new lines installed. Employees are taking this time as an vacation day.

Other Business

Selectman Robertson noted that he has been approached by multiple citizens with questions regarding the Board's policy on having vending machines in the GBW Building. It has been suggested that there should not be vending machines near the Parks and Recreation Program area and he believes that in the past the Board has turned down machines due to the presence of kids in the area and that there are tenants in the building who sell drinks, etc. He would like to see this position continued as it relates to the vending machines that have put in the hallway near Parks & Rec. Vice Chairman O'Neal agreed, recalling that an ice cream machine had been put in the Department's Accounts Payable report, but that he thought it was some other type of machine, no one was aware of the plans to install a vending machine.

Motion - Selectman Robertson moved that no vending machines, specifically those selling snacks and sugary foods, be allowed in the GBW Building's public areas

Second - Selectman Pitman

All in Favor - Motion Carries

Chairman Barry noted that at the request of Selectman Robertson the Board would like to re-examine the Charter/Charge of the Parks & Recreation Commission and to come up with updated language for their mission should it be appropriate. Selectman Robertson feels that the Commission was originally established and functioned in the role of a booster organization, but that over time as the Department's size, scope and budget have ballooned that it may be necessary to re-look at their charge. Generally speaking the Board of Selectmen give a majority of the budgeting oversight to the Commission. The Board would like to see everyone gain a clearer understanding and definition of what the Commission's role is. Leslie has been researching the issue, so far she can see that the Commission has been established back as far as 1975, but has been unable to find any original charter language. Chairman Barry suggested looking at comparable Town's and putting together a draft to open the discussion with. Selectman Robertson emphasized that he feels the Department does an excellent job and runs a tremendous program, he just wants to see the roles defined and confirm that they are current.

Selectman Pitman informed the Board that the Pleasant Lake Association held its annual meeting recently in the basement of the GBW Building and noted that a few of the elderly attendees did have a challenge with the stairs. Otherwise he spoke highly of the meeting room and the work that has been done to that space. Chairman Barry thanked Penny, Mark, and the others for the great work that has been done on creating the new Meeting space. Selectman Pitman noted that the Association discussed the issue of the No Swimming policy at the boat ramp and its needing better enforcement. Chairman Barry indicated that the swimming is not within the Town's jurisdiction as the DES owns the dam and the State Fish & Game owns the ramp and parking lot. Alex Cote noted that there is a Town policy that swimming not be allowed within 100 feet of the dam, but that in the past when the Deerfield PD attempted to enforce this rule, the DES did not back the Town's decision. Officer Wilson informed the Board that the police do visit the area and look to see that no swimmers are in the water physically interfering with the ramp access, but added that the intent of the visits are primarily to check on trash disposal and open container issues. Chairman Barry asked Leslie to invite the DES and Fish and Game, and Police Chief Greeley to attend the next Board meeting, along with the Pleasant Lake Association President, to discuss the issue and its ability to be enforced further.

New Business None

Citizens Comments

H. Cady spoke that she has been reviewing the Town Manifests and has some real concerns with some of the charges being made, for example the Parks & Rec department paying as much for shipping costs as for the cost of the item being ordered. She feels there should be a better review and that some of the items might be acquired locally to avoid shipping. She also took issue with the police cruiser work that was done in Marlboro, MA and the fact that employees are not completing their daily work logs to indicate what tasks are completed each day, for example if an employee is away on training over a given period of time.

Chairman Barry noted for the record that House Bill 522 has been signed by Governor Hassan and that the Town will now be able to address the Manifest problems. He expressed thanks to Maureen and everyone who worked on that legislation.

Nonpublic Session:

6:25 pm MOTION: Vice Chairman O'Neal made a motion to enter a Nonpublic Session under RSA 91-A:3,II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. and (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. **SECOND:** Seconded by Selectman Robertson.

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

Motion – Vice Chairman O'Neal moves to end the non-public session **Second** – Selectman Robertson
Vote: All in Favor – Motion Carries

Motion: - Vice Chairman O'Neal moves to seal the minutes of the non-public session. **Second:** Selectman Robertson
Vote: All in Favor – Motion Carries

Motion – Selectman Pitman moves to adjourn **Second** – Selectman Robertson
Vote: All in Favor – Motion Carries

The July 1, 2013 meeting is adjourned at 6:52 pm.

Next Meeting Monday, July 8th @ 5:30 pm

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