

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
October 21, 2013  
MINUTES**

**Call to Order**

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

**Present:** Steve Barry, Chairman; Alan O’Neal, Vice Chairman; Rebecca Hutchinson, Richard Pitman and R. Andrew Robertson Selectmen

**Also Present:** Leslie Boswak, Town Administrator, Jan Foisy, Finance Director

**Pledge of Allegiance to the Flag**

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

**Recess to Public Hearing – RSA 31:95-b, Acceptance of \$23,467.03 from the State of NH for expenses incurred during the February 2013 winter storm NEMO**

Chairman Barry opened the floor for public comment regarding the acceptance of \$23,467.03 from the State of NH for expenses the Town incurred during the February 2013 winter storm NEMO. Harriet Cady asked, if accepted, would the funds go back into the Highway Department Budget? Discussion on the accounting processes followed.

With no further public comment Chairman Barry closed the Public Hearing at 5:35p.

**Reconvene**

**Motion** – Vice Chairman O’Neal moves to accept the \$23,467.03 from the State of NH

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

**Scheduled Appointments**

- **Joe Manzi – 2014 Parks & Recreation Budget**

J. Manzi presented the Board with the proposed 2014 Parks and Recreation Department budget in the amount of \$48,373. This amount includes the Parks and Recreation Director’s salary of \$48,368 and five \$1 lines being used as placeholders. J. Manzi commented that the revolving fund is working. The fund balance is currently (\$8,300), which closely lines up with the new FICA and Medi costs that were assigned to the revolving line this year. There are several projects that the Parks & Rec Commission are identifying for the coming years. Selectman Robertson asked that the Commission present its project list to the Board. J. Manzi invited the Board to do a site walk of some of the facilities to review the erosion issues that need to be addressed, it was agreed Monday, October 28<sup>th</sup> at 4:30 would be a good time. J. Manzi will also submit to the Board the Parks & Rec Commission’s 5 year plan.

- **2014 Budget**

The Select Board reviewed a number of 2014 Department Budgets that may not require further review. Those budgets included:

- Supervisor of the Checklist – Up \$2,849 from \$3,314 to \$6,163. This is due to an increased number of elections and also includes \$600 for the purchase of a new laptop.
- Information Technology – Up \$55 year over year
- MBC – No new budget has been presented, it will be finalized at the MBC’s 10/29 meeting.
- Assessing – Increase of \$219 year over year. Vice Chairman O’Neal asked if the Town could look into having the Cartographic Contract run in conjunction with the fiscal year, versus the current November-November term. L. Boswak will look into this.
- Legal – Proposed budget of \$23,575, flat over last year. L. Boswak informed the Board that \$16,069 has been expended from the funds YTD, there have been some recent contract reviews and personnel issues that have not yet been billed, but she does not expect the line to be overspent this year.

- FICA/Medi – This budget review was postponed as the numbers were not yet available
- ZBA – Increase of \$1,175 from 2013 – due to an increase in the Part Time Employee line. The Board would like to speak with the ZBA on this increase. L. Boswak will invite them in.
- Insurance – The Board is in possession of a contract with a rate increase of 7.15%. L. Boswak indicated that the rates for Health, Unemployment and Workers Compensation have been updated. She is still waiting on Dental, Property and Liability figures. Selectwoman Hutchinson asked if a review has been done looking at the higher deductible costs, versus selecting a more expensive coverage with lower deductibles. Selectman Robertson confirmed that the information has been reviewed in the past and will get an updated spreadsheet for the Board to review that will present the plan variables and estimate the cost of similar plans with varying deductible rates. Selectwoman Hutchinson asked what the Short Term Disability Package included. J. Foisy answered that the Town pays 100% of the coverage cost for Full Time Employees.
- Ambulance – Vice Chairman O’Neal noted that the Town is under a current Ambulance contract that runs through 3/31/2013
- Memorial Day - \$300 – no Board comments
- Heritage Commission - \$600 – no Board comments
- Forestry Commission - \$6 – no Board comments
- Debt Service - \$1 – no Board comments

Chairman Barry noted that the MBC held a meeting on 10/15 and due to an oversight on his part he was not in attendance. He will attend the October 29<sup>th</sup> meeting and apologize to the Committee. Selectwoman Hutchinson will also attend that meeting as the Boards alternate representative.

- **Erick Berglund & Lisa Wolford – Northern Pass**

Erick Berglund and Lisa Wolford presented an update to the Board of Selectmen. The conversation was opened with reference to the AMC’s visual impact video that shows what areas will be impacted by the proposed Northern Pass Towers. All members of the Board were familiar with the video. L. Wolford spoke that along the 7.3 miles of Northern Pass in town there are currently poles at an average height of 66 feet, with a maximum height of 102 feet. With the new Northern Pass projects the average pole height would be 125 feet with a 145 foot maximum height. She has also heard discussion that PSNH will need to expand its Sub Station foot print by approximately two thirds.

L. Wolford asked that the Board appoint a member to attend various meetings regarding the Northern Pass. There was a recent scoping meeting held in Concord that was attended by Select Board representatives from several impacted communities. She also asked that the Board coordinate its efforts in drafting letters and attending events with other Town Boards including, but not limited to, the Planning Board and Conservation Commission.

Selectman Robertson spoke that he sees no reason the Board could not meet the November 15<sup>th</sup> deadline in stating its opposition to the project, a boiler plate letter has been formed. Selectwoman Hutchinson spoke that she was displeased with the way the meeting was run. She saw it as an obvious PR undertaking by PSNH and would have preferred a more open, question and answer format. She feels that the Board has a responsibility to aggressively look at the project and would offer to serve as a liaison. Selectman Robertson also voiced that he would be happy to help. Selectwoman Hutchinson and Selectman Robertson will serve in a co-coordinator capacity in bringing Northern Pass information to the Board and keeping an eye on the various deadlines for input and opportunities to attend meetings. Chairman Barry noted that, while he originally felt the need to remain impartial with regards to the Northern Pass project, the Board is now operating with the direction of the electorate and has the job to express the voter’s opposition to the project.

L. Wolford and E. Berglund thanked the Board for listening to their thoughts.

## Regular Business/Signatures

### - Minutes October 1, 2013

**Motion** – Selectman Pitman moves the minutes as written

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

### - Minutes October 7, 2013

**Motion** – Vice Chairman O’Neal moves the minutes as written

**Second** – Selectwoman Hutchinson

**All in Favor – Motion Carries**

### - Accounts Payable – \$524,189.04 (with \$500,000 transferred to the school)

**Motion** – Selectman Robertson moves to approve the accounts payable

**Second** – Vice Chairman O’Neal

**All in Favor – Motion Carries**

### - List of Winter Contractors

Formal approval was postponed until a complete list was available. Vice Chairman O’Neal asked if there has been an update to the status of Mark’s plowing routes. Leslie has not heard back from Alex, she believes the scope of work is still being worked on.

### - Old Center Cemetery Deed (\$800) – Kimberly Markson

**Motion** – Vice Chairman O’Neal moves to approve

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

### - Old Center Cemetery Deed (\$800) – Ivan & Mary Nelson

**Motion** – Vice Chairman O’Neal moves to approve

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

### - Timber Tax Levy - \$200.21 to Aaron & Elizabeth Care

**Motion** – Vice Chairman O’Neal moves to approve

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

### - Petition & Pole License – To move the pole at the Church Street/Raymond Rd/North Rd intersection

**Motion** – Vice Chairman O’Neal moves to approve

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

### - Petition & Pole License – South Rd West of Candia Rd/Rt 43

**Motion** – Vice Chairman O’Neal moves to approve

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

### - Professional Work Agreements – Contracts for Forestry Management by Charlie Marino - McNeil Woods (\$2,900 + 14% gross stumpage), Brown Rd (\$2,900 + 14% gross stumpage) and Dowst Cate (\$3,600 + 11% gross stumpage)

Vice Chairman O’Neal asked if the service fees would come out of the cuts revenue and L. Boswak confirmed yes. She added that there is also work to be done with the Lindsey Forrest, but that those fees will be handled by the Conservation Commission.

**Motion** – Selectman Robertson moves to authorize Chairman Barry to sign the contracts

**Second** – Selectwoman Hutchinson

**All in Favor – Motion Carries**

- **Land Use Change Tax - \$0 Housekeeping Item for Eleanor Cardinal & Matthew Perrone, Mountain Rd. Map 415-67**

**Motion** – Vice Chairman O’Neal moves to approve

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

- **Notice of Intent to Cut Wood or Timber – Ethel Baker, Mt. Delight Rd**

Signatures Executed

- **Cistern & Water Holes – List of Properties Mark would like to continue to plow**

Vice Chairman O’Neal would like to look at this list closer and discuss with Mark at the next meeting the scope of work and his proposed changes for the coming winter.

- **Notification from Peter Aubrey – SAU MS 24**

The Board has been notified that the School plans to return \$166,025 to the Town to offset taxes and will retain \$156,000 of its 2012-2013 surpluses

- **Rockingham County Bill - \$521,831**

Chairman Barry noted that the Board needs to approve the Warrant County Treasurer amount owed of \$521,831 due on December 17, 2013. Vice Chairman O’Neal asked if that amount includes the dispatch fees, L. Boswak answered no.

**Motion** – Vice Chairman O’Neal moves to pay \$521,831 to Rockingham County as close to 12/17/13 as is administratively possible

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

- **Online Automobile Registration Renewals**

In response to the question raised at the last meeting, the Town Clerk reports that 458 Automobile Registration Renewals were done online so far this year.

#### **Non-Contemporaneous Business**

- **Accounts Payable – \$26,163.15 - Reviewed & signed by Chairman Barry, Selectman Pitman and Selectman Robertson on October 11, 2013**

- **Payroll Manifest – \$56,636.52 (\$42,162.82 net) - - Reviewed & signed by Chairman Barry, Selectman Pitman and Selectman Robertson on October 11, 2013**

#### **Other Business**

Selectman Robertson reported to the Board that he has been conducting a review of Class VI roads on Town and State owned property and is observing several instances where “No Trespassing” signs have been put up by property abutters intending to restrict access to the publicly owned land. Also, in reviewing the Cartographic Maps he found there to be a boundary disagreement between Deerfield and Epping’s maps, representing a discrepancy of 30-40 acres. Leslie has asked Cartographic to review the discrepancy and Selectman Robertson will compile a complete list with photographs of the properties in question for further consideration by the Board.

**Unfinished Business**      None

#### **Town Administrator’s Report**

L. Boswak noted the flyer distributed to the Board from a firm with experience in using pellet heating systems in Municipal Buildings. She will be preparing more comprehensive information in time for the budget, but the change to heating methods could represent a potential cost reduction of 50%.

The Fair Association has asked to schedule two work sessions with the Select Board. Tuesday, November 5<sup>th</sup> at 6:30 with a potential follow up meeting on Monday, November 25<sup>th</sup>. The Board agreed to those dates.

Metrocast has been having some difficulties with its email services. The issue is being worked on.

### **New Business**

Selectwoman Hutchinson asked that the Board send a letter of condolence to Edie Markson for the loss of her son Jason and thanking him for his years of service to the Town. The Board agreed.

### **Citizens Comments**

L. Wolford asked if the Board had discussed the results of the Police Department Review and what will be the next steps? Chairman Barry confirmed that yes, it has been discussed and that as much as can be shared has been made public, the next steps are in line with the information posted online. The Board and Police Department will be following up on the vendor's recommendations.

H. Cady noted that at a previous meeting she suggested the Board call and meet with County representatives to get a better handle on what the dispatch fees go towards. Selectman Robertson confirmed that some members of the Board did attend a joint meeting where representatives from various municipalities within the county were present.

K. Shigo referenced the site evaluation for the PSNH substation and asked where she would go to find out more information on the process. Will the Board be involved in any changes? Selectman Robertson spoke that he does not believe any formal plan for expansion of the substation has been put forward, but that yes, it would need to go before the Planning Board for approval.

### **Adjournment**

**Motion** – Selectman Pitman moves to adjourn the meeting of October 21, 2013

**Second** – Selectman Robertson

**All in Favor – Motion Carries**

**Meeting Adjourns at 7:10p**

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