

**Town of Deerfield  
BOARD OF SELECTMEN  
October 26, 2015 - Amended  
MINUTES**

**Call to Order**

5:30p - Chairman Stephen Barry called the meeting to order.

**Present:** Stephen Barry, Chairman; Richard Pitman, Vice Chairman; Rebecca Hutchinson, R. Andrew Robertson and Jeff Shute Selectmen

**Also Present:** Jan Foisy, Town Administrator

**Pledge of Allegiance to the Flag**

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

**Scheduled Appointments**

**Joe Manzi - Parks & Recreation Holiday Lighting**

J. Manzi spoke that a local resident has approached him about putting together a Community Holiday Lighting contest. The event would be promoted through the Facebook page and would have judging/voting with some sort of prize awarded to the best display. If there were an interested the Commission could possibly coordinate group tours to view the displays. Selectman Robertson suggested that Mr. Manzi check with the Women's Club as they have traditionally put on a similar event. Assuming no conflict, the Board had no objections to the event.

**Dan Tripp - Historical Society**

Mr. Tripp introduced himself as the new President of the Deerfield Historical Society and provided the Board with an update of the Group's work. The key focus of Mr. Tripp is to promote and increase communication with the Town as to the goings on of the Society. They are planning a number of programs geared towards increasing membership interest and general awareness of the group. The Society is looking into the creation of a Deerfield Museum with funds left for that purpose with the passing of Bill O'Neal and is also reviewing the computer system as a resource for cataloging and potentially genealogy. Mr. Trip is looking into grants for new windows and an upgraded heating system at the Town Hall. Additionally, he has been speaking with Rick Pelletier regarding handicap accessibility at the Town Hall.

Mr. Tripp asked for the Board's decision on whether or not Deerfield wishes to be involved in the Scenic Byways project previously discussed. He is willing to attend meetings, but if the Town has no interest in moving forward he would like that to be made clear. Selectman Robertson recalled that interest in the project had waned following some inconsistencies and inaccuracies in the information put forward. Selectwoman Hutchinson suggested giving the matter a week to gauge the public's interest. The Board agreed and informed Mr. Tripp that a formal decision

would be made available to him at the November 2nd meeting. Chairman Barry thanked Mr. Tripp for his enthusiasm and participation.

## **2016 Budget Review**

**Conservation Commission** - \$2,343, up \$266 from 2015. Commission Chair Erik Berglund attributed the increase to a change in dues for 2016. He spoke that the one development within the Commission has been the formation of the Deerfield Trails Club. Jim Deely spoke that \$200 has been budgeted for the Club with a goal of standardizing and improving the signage on the Town's trail system.

**Police Department** - \$714,854, an increase of \$46,506. Chief Duquette reported that the Deerfield Police Department statistics are up quite a bit and attributed the 6.8% increase to rising personnel costs. \$15,000 was taken from the Part Time Employee line to help defray the cost of the additional Full Time Officer added. Retirement costs have increased. There is a decrease of \$4,000 for gasoline, which was redistributed among the several lines that traditionally run over, including vehicle maintenance and uniforms.

Chairman Barry asked that Chief Duquette review the statistics. Chief Duquette reported that in drug arrests are up from 10 in 2014 to 45 in 2015, similarly there has been a 23.5% increase in motor vehicle stops, 17% increase in calls for service, and 62% increase in arrests. Chief Duquette spoke that it will be May of 2016 before the new staff members are fully trained.

Selectwoman Hutchinson asked whether it would be possible to get further details on the arrests made, she noted that the numbers are up with 142 in 2015 versus 88 over the same period in 2014, but wondered what percentage of those arrests result in convictions, versus dropped cases or being plead out. Chief Duquette responded that the information would be very laborious and difficult to provide, but attributed the increase in the figures to the Officers currently in the field. Chairman Barry asked whether the budget includes the replacing of a cruiser and Chief Duquette answered yes.

**Highway Safety** - \$853 - unchanged from 2015. There were no questions regarding this budget.

**Animal Control** - \$10,602, down \$320 from 2015. Vice Chairman Pitman asked how the arrangement with Animal Control being run through the Police Department was working. Chief Duquette responded that all is well.

**Fire Department** - \$224,340, an increase of \$71,148. Chief Tibbets explained that the increases are found in the protective gear and vehicle maintenance and repairs lines. The Department plans to purchase 10 air packs and has increased the budget for maintenance. 2015 was a difficult year with several costly repairs. The Board had no questions at this time for the Chief.

**Rescue Squad** - \$48,810, an increase of \$612. Cindy McHugh reported that the uniform and telephone lines have been reduced. Additional funds were budgeted for seminars and equipment maintenance, which includes the LUKAS maintenance contract. Chairman Barry asked about the \$714 reduction to the Public Safety line, C. McHugh responded that this was the apprentice program and CPR classes in which recent interest has been low.

**Public Hearing - RSA 231:59-A - Hartford Brook/Bloomfield Lane Emergency Lane Access**

Chairman Barry recessed the Select Board Meeting to open a Public Hearing under RSA 231:59-A. Harriet Cady asked what does the notice mean? Chairman Barry replied that it would open the road for through access and that the Town would accept the responsibility for winter maintenance. A gentleman from 58 Hartford Brook Road whose wife is expecting in March spoke in favor of opening the road.

Road Agent Mark Young voice support for the proposal noting that it would save the Department time and money to be able to maintain the road from the South Road entrance. He added that the Town planned to assume full maintenance of the road in the spring of 2016 regardless. The resident of 81 Hartford Brook Rd voiced support, citing it as a safety issue with large trucks using his driveway and lawn to turn around when they reach the existing road block. Mark Tibbetts noted that, by opening the road, the fire cistern on the South Road side would provide added protection to the houses on the Northern side of the development. A resident of 84 Middle Road was in favor of the idea and asked when it would take effect, J. Foisy responded immediately.

With no further comment the Public Hearing was closed.

**Reconvene**

**Motion:** Vice Chairman Pitman moves to designate the Southerly extension of Hartford Brook Rd as an Emergency Lane.

**Second:** Selectman Robertson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Scheduled Appointments Cont.**

**2016 Budget Review Cont.**

**Government Buildings** - \$86,741, an increase of \$6. Mark Tibbetts spoke that there were no major changes and the Board had no questions at this time.

**George B. White Building** - \$129,527, an increase of \$3,322. Mark Tibbetts spoke that the increase is found in the Repairs and Maintenance line, he plans to renovate the two bathrooms near the Town Clerk/Tax Collector Office to match the lower end.

**Town Hall** - \$34,508, an increase of \$1,000. Mark Tibbetts spoke that he has budgeted \$7,000 for the repair of the sprinkler system in the spring. The budget includes painting the rear of the Town Hall, the installation of a new bulkhead and other miscellaneous repairs. Selectwoman Hutchinson asked for an update on the door at the rear of the building. M. Tibbetts responded that it has been purchased and that installation is expected in the next few days. Selectwoman Hutchinson asked about the sign at the front of George B. White Building, M. Tibbetts was of the impression the project was complete. The Board asked if it could be painted to match the exterior of the building, M. Tibbetts agreed to handle it.

**Water Holes & Forest Fires** - \$7,201, unchanged. There was no discussion at this time.

### **Misc. Warrant Articles**

M. Tibbetts described the Warrant Articles he plans to put forward including \$50,000 to be added to the Capital Reserve Fund for Building Maintenance, \$68,000 to re-roof the third section of roof at the George B. White Building, \$65,000 to complete the siding, doors and electrical work at the George B. White Building, the lease of a new tanker, and to establish a new Capital Reserve fund for Vehicle Maintenance costs of the Fire Department Vehicles. The Board indicated that they will take all under consideration.

Chief Tibbetts spoke that he would like to turn over the 1975 Tanker to the Highway Department for use in its fleet. Mark Young indicated that he will accept the vehicle.

**Motion:** Selectman Robertson moves to transfer the 1975 Chevy Tanker from the Fire Department to the Highway Department

**Second:** Selectman Shute

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

### **Regular Business**

#### **Minutes - October 19, 2015**

**Motion:** Vice Chairman Pitman moves the minutes as written

**Second:** Selectman Robertson

**Discussion:** Selectwoman Hutchinson asked whether the NH Listens conversation described that the building of a Safety Complex would be the issue for consideration, or was the discussion more generic in nature. Chairman Barry answered that the discussion was left that the Town needs to designate a lead person to head up the project. Selectwoman Hutchinson asked that the minutes reflect that the topic to be taken on in the exercise is the Safety Service's needs.

**Vote to approve as amended: Yea 5, Nay 0, Abstained 0 - Motion Carries**

#### **Accounts Payable - \$34,907.65**

**Motion:** Vice Chairman Pitman moves to approve

**Second:** Selectman Robertson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Payroll Manifest - \$48,877.45 (\$36,818.31 net)**

**Motion:** Selectman Robertson moves to authorize the Chair to sign

**Second:** Selectman Shute

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Request to remove \$1,395 from the Fire Apparatus & Equipment Expendable Trust Fund for the purchase of a 4-way hydra-assist valve**

**Motion:** Vice Chairman Pitman moves to accept the appointments

**Second:** Selectman Robertson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Current Land Use Change Tax - \$13,650 - Steven & Carrol Sarro**

**Motion:** Selectman Robertson moves to collect the tax

**Second:** Vice Chairman Pitman

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Current Land Use Change Tax - \$7,000 - Barbara & Jeremy Bacon, 185 North Road**

**Motion:** Selectman Robertson moves to collect the tax

**Second:** Selectwoman Hutchinson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Current Land Use Change Tax (2 parcels) - \$13,000 - RJM Holdings, 212 South Road**

**Motion:** Selectman Robertson moves to collect the tax

**Second:** Selectman Shute

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Contract Renewal - Employee Benefits (Dental Insurance) - Health Trust 1/1/2016 - 12/31/2016 - at a rate unchanged**

**Motion:** Selectman Robertson move to approve the contract and to authorize the Chair's signature

**Second:** Vice Chairman Pitman

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Resolution - Health Trust Reimbursement Arrangement**

Chairman Barry read the Resolution adopted January 1, 2010. It is proposed to be amended that, effective December 1, 2015, Employees and Dependents will be responsible for the first \$500 of a hospital stay, with the Town responsible for the next \$3,500

**Motion:** Selectman Robertson moves to approve

**Second:** Selectman Shute

**Discussion:** Selectman Robertson noted that this Resolution will put the Town in a good position to negotiate Health rates going into 2016.

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Correspondence**

The Highway Department has requested approval to surplus a 40 foot storage trailer.

**Motion:** Vice Chairman Pitman moves to surplus the trailer

**Second:** Selectman Robertson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

Chairman Barry noted that the Correspondence file has a list of properties over which the Town has assumed ownership. He asked that Members review the properties and consider a course of action to be determined soon.

The Town has received \$19,613.76 in FEMA reimbursements and a Public Hearing will be held November 2nd at 6p to consider accepting the monies.

The Conservation Commission provided the Select Board with a monthly update of its activities. Katherine Hartnett will be serving as the interim Chair from November to February. The group has received an update from the Road Agent on the knotweed treatment and looks forward to continued work with the Department. Member Deb Campalia has been certified to give talks on five wild life topics.

The Board received a White Paper from the Society for Protection of NH Forests regarding the recent Northern Pass application.

#### **Scheduled Appointments Cont.**

**Library** - \$93,453, an increase of \$2,224. Evelyn DeCota reported that this is mostly due to the increase in wages, they were also able to reduce the heating oil line by \$900.

Ms. DeCota provided a "State of the Library" update, detailing the list of projects that had been completed in 2015 including flashing and re-grouting the chimney and addressing the drainage issues. With the roof, chimney and front steps all complete, they do not foresee any other major repair projects in the near future. Selectwoman Hutchinson encouraged everyone to visit the garden at the rear of the Library, and complimented that it is a very nice space.

#### **Town Administrator's Report**

J. Foisy updated that Ms. Shigo had reached out to ask why the trees near the cemetery on Nottingham Road had been taken down. Jan has spoken with Mark Young and learned that this was a final phase of the removal and that the stumps will be ground down.

Fred McGarry and Gerry Coogan with the Planning Board have been working in the George B. White Building to do a review project and J. Foisy asked if it would be OK to dismantle the large table that they have been working at into a smaller arrangement. There were no objections.

J. Foisy is still waiting to hear from the Department of Revenue regarding the tax rate. And finally, the Town Administrator updated that Gary Andersen is almost complete with the current phase of work at the GBW Building.

### **Unfinished Business**

Selectwoman Hutchinson has asked Primex about a retired Fire Official or other local resource who might be able to assist the Town with its review of the Fire Department. There was no one to be referred, however they did suggest that the Town might work with MRI, a consulting group. The Board agreed that they were not interested in working with MRI, but would ask for other suggestions about how to move forward. Selectwoman Hutchinson spoke that she would be comfortable having the individual interviews with current members of the Department, but asked that the Town Administrator or some other Town Official be present. Selectwoman Hutchinson will draft a notice to the current Department Members indicating that the Board is looking to collect feedback. The other members of the Board will review and continue the process moving forward.

### **Other Business**

Selectwoman Hutchinson as received a suggestion from resident Edie Kimball that the Town include a newsletter with its tax bills as a way to improve communication around the happenings in each Department. J. Foisy indicated that it is too late to include with this year's bills, but supported the idea for inclusion with the May 2016 bills. Selectman Robertson suggested putting information in the voter guides also.

### **New Business**

Selectman Robertson updated that through the Solar Up initiative several Deerfield Residents have installed solar panels. He has been doing research and has learned that the Select Board is not authorized to grant a real estate tax exemption for the panels, but that the initiative can be put forward as a Warrant Article. There is some concern among those installing solar that their property taxes may go up due to the additional equipment. The Board was in support of putting the Warrant Article to voters.

Selectman Shute reported that the Trunk-or-Treat was a huge success with over 300 cars and some 1,000 people attending.

### **Citizens Comments**

Ms. Harriet Cady asked whether the Board had received her email from a month prior regarding the State of New Hampshire Insurance Deductible of \$1,020. The Board had not seen the message, Ms. Cady noted that she will re-send it for review.

### **Non Public Session**

**Motion:** Vice Chairman Pitman moves to enter into a Non Public Session under RSA 91A-3, II (c)

**Second:** Selectman Robertson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

### **Reconvene**

Chairman Barry notes for the record that no action was taken during the Non Public Session.

**Motion:** Selectman Robertson moves to seal the minutes of the Non Public Session

**Second:** Selectwoman Hutchinson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**7:15 pm Adjourn**

**Motion:** Vice Chairman Pitman moves to adjourn the meeting of October 26, 2015

**Second:** Selectman Robertson

**Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

**Next Meeting Monday, November 2nd, 2015 @ 5:30p**

*The Minutes were transcribed and respectfully submitted by Katherine A. Libby, Recording Secretary.  
Pending approval by the Board of Selectmen.*