

**Town of Deerfield  
BOARD OF SELECTMEN  
November 2, 2015  
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**

**Mark Leavitt – Property at 141 South Road**

Mr. Leavitt of 155 South Road introduced himself as a concerned citizen in regards to 141 South Road. Discussion was held on this property being vacant for many years, an eyesore, a fire hazard, vandals and the back taxes not being paid. Chairman Barry the house is sitting on a list of properties to take with back taxes.

Selectmen Robertson has talked to the Fire Chief and Police Chief on the number of unoccupied house in Town. The Town will look into the situation of vacant house further.

Chairman Barry suggested the Code Enforcement Officer look at the property for safety purposes and the Fire Chief and Police Chief also look into the situation.

**Dan Tripp – Scenic Byway**

The Board thanked Mr. Tripp for returning for their decision to continue participating on the Scenic Byways Council. Chairman Barry asked for the Board's opinion on continuing with the Scenic Byways Council. The Board was in agreement not to continue on the Scenic Byways Council. Mr. Tripp asked the Board what they would like him to say to the Scenic Byways Council. Chairman Barry answered, after careful review the Board of Selectmen is not interested in participating on the Scenic Byways Council.

Mr. Tripp was asked to clarify that he is a member of the Heritage Commission when he was speaking of the accessibility of the Town Hall and the elevator.

**Opening Bids – 40ft Storage Trailer**

Deerfield Sand and Gravel - \$1.00 There was discussion on the value of the scrap metal and if it would be worth taking the trailer to Harding Metals. It was noted that the trailer was not rolling anywhere and had not moved in many years.

**Motion:** Vice Chairman Pitman moves to award the bid of the 40ft Storage Trailer to Deerfield Sand and Gravel

**Second:** Selectwoman Hutchinson

## **2016 Budget Review**

**Information Technology** - \$52,651, up \$5,453 from 2015. Steve Jamele, IT spoke to the need of a new server as the current server is 6 years old and no warranty. Software increase is software that mirrors the server if it crashes and would only take an hour or two for the Town to be back up and running.

**Municipal Budget Committee** - \$919, an increase of \$60.00. Chairman Kevin Verville stated the MBC reduced the supply line by \$40 and opened a public notice line.

**Town Clerk/Tax Collector** - \$116,240 – an increase of \$4,112 from 2015. Increase is mostly in salaries and decrease in Maintenance – Vendor.

**Town Meeting/Election** - \$11,961, an increase of \$501 from 2015. Increase is due to the number of elections in 2016.

**Emergency Management** - \$7,863, a decrease of \$33. Co-Emergency Management Director Denise Greig was asked if the number of gallons would be enough for the generator. This is only used if the Town opens the school as a shelter.

**Welfare Administration** - \$69,777, an increase of \$1,223. The increase is due to the salary line and mileage line. Denise Greig informed the Board that while gas and oil prices are down the cost of electricity and rent cost are going up.

**Agencies – Health & Social** - \$34,186, an increase of \$3,150. Jan Foisy informed the Board the Employee Physicals & Testing is going up due to an increase in physicals. Denise Greig informed the Board due to the number of hours that Seacoast Mental Health Center has had and was increase from \$600 to \$1,000 and new agency of Coordinated Access is an agency that focuses on the one access point for homeless shelters we work with them and the shelters to place Deerfield residents in homeless shelters as needed. A Safe Place and SASS (Sexual Assault Support Services) have merged.

**Veasey Park** - \$32,615, an increase of \$6,708. Travis McCoy, Veasey Park Commissioner stated the increase was for wages and uniforms. Uniforms are supplied to the lifeguards and the past several years the line has been overspent. The increase in the Part Time line is for a Park Guard. The guard would check and issue stickers for the Veasey Park. The Board had concerns that \$5,928 increase for someone to just check stickers is a lot. Mr. McCoy state the guard would be doing other jobs as well.

The Board inquired on the progress for access to the lake for canoes and kayaks. Mr. McCoy informed the Board that he has had trouble getting the Commission together for meetings. The Chairman Barry let Mr. McCoy know that if the Commission wanted to have a warrant article for next year they need to have it soon.

**Regular Business**

**Minutes - October 26, 2015**

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

**Second:** Selectman Robertson

**Discussion:** Selectwoman Hutchinson suggested that on page 7 under Other Business add that Selectmen Robertson recommended putting a newsletter in with the voter guide.

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

**6:00 pm - Public Hearing - RSA 31:95-b, FEMA Reimbursement**

Chairman Barry recessed the Select Board Meeting to open a Public Hearing under RSA 31:95-b to seek public input on accepting and expending funds reimbursed by FEMA for the January 26-28, 2015 Snow Event in the amount of \$19,613.76. Harriet Cady asked if this was money to reimbursement the Highway Budget for extra plowing and the extra work. Ms. Cady asked if the Highway Budget is over expended. The answer was yes. Jan Foisy explained the FEMA Approved expenditures will be moved to the "45" fund which has been used for past FEMA reimbursements.

With no further comment the Public Hearing was closed.

**Reconvene**

**Motion:** Selectmen Robertson moves to accept the FEMA reimbursement in the amount of \$19,613.76.

**Second:** Selectwoman Hutchinson

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

**2015 Tax Rate**

Overlay \$251,523

Fund Balance / Offset \$575,000

School has returned \$330,000

Fund Balance Retain \$1,238,316

Current tax rate \$23.01 we would be reducing the taxes by \$1.00 to \$22.01

	<u>2014</u>	<u>2015</u>
Town Rate	4.44	3.71
Local School Rate	15.38	15.10
State School Rate	2.27	2.26
County Rate	.92	.94
Tax Rate	23.01	22.01

**Accounts Payable - \$547,952.74 (\$500,000 transferred to School)**

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

**Second:** Selectman Robertson

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

**Preliminary DRA Sales to Assessment Ratio**

Chairman Barry read the letter from Avitar Associates of New England, Inc. on the Preliminary DRA Sales to Assessment Ratio.

**Motion:** Selectwoman Hutchinson moves to sign the 2015 Equalization Municipal Assessment Data Certificate

**Second:** Selectman Shute

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

#### **Surplus Battery Backup**

**Motion:** Selectman Pitman moves to surplus the battery backup

**Second:** Selectwoman Hutchinson

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

#### **Correspondence**

Highway Block Grant received in the amount of \$41,557.26

MetroCast is raising their rates.

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

J. Foisy state Aron Dibacco is looking to find out a point person for NH Listens. Chairman Barry said after a conversation with Selectwoman Hutchinson she would be interested. Selectwoman Hutchinson is interested in being the point person for NH Listens.

Roger St. Onge received 15 year longevity award.

Work session on November 17<sup>th</sup> at 9am in the Police Department with members from Primex as we did with the Fire Department.

J. Foisy asked the Board if they would like to start interviewing candidates for the Bookkeepers position on Monday, November 9<sup>th</sup>. The Board was in agreement.

This week Mark Tibbetts, Gary Anderson and myself came to the conclusion that we would have to go to two years to finish the GB White Building and the reason is they forgot a small section by parks & Rec and we will need to remove the large vents from Yanni's. The plan is to start at the back door of Yanni's and do the front by Clair's, around behind the shed and the section over the Supervisor's and Parks & Rec's section. Then complete the back section the following year. Selectman Robertson asked for estimates of what it would cost to do in one year and the two years. J. Foisy let Selectman Robertson know the figures will be made available.

#### **Unfinished Business**

Selectwoman Hutchinson asked about the status of the Newsletter to be included with the tax bills. J. Foisy will let the Board know when help is needed in folding and stuffing the tax bills.

#### **Citizens Comments**

Mr. Kevin Verville has met with the Police Chief and had a tour of the Police Station and in his opinion that the Police facilities take priority. Mr. Verville would be willing to be on NH Listens committee as a citizen but not as the point person.

Ms. Harriet Cady asked why there had not been payroll manifests this week. The Board stated the payroll manifest was signed last week.

Ms. Kathy Shigo is concerned about the look of the Shaughnessy property on Route 43/107 and Deerfield Sand and Gravel when people come to Town for the 250<sup>th</sup> Anniversary Celebration and what is not being done by the Town to clean these properties up.

#### **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**

#### **Other Business**

Selectwoman Hutchinson stated that at the last meeting the process of talking with the current Fire Department members was discussed. Selectwoman Hutchinson had offered to draft a letter and as she was she ran the letter by the Chief, as earlier he supported the idea. When Selectwoman Hutchinson spoke to Chief Tibbetts last week he was longer in favor of speaking with the Fire Department members. His feelings are the department has been through a lot recently.

Chairman Barry stated that at this time he is in agreement with Chief Tibbetts about the interview. The Board did come up with a list of recommendations for procedures for the Fire Department. The letter with the list of items that had been discussed will be brought forward next week for review.

#### **6:43 pm Adjourn**

**Motion:** Vice Chairman Pitman moves to adjourn the meeting of November 2, 2015

**Second:** Selectman Robertson

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

**Next Meeting Monday, November 9nd, 2015 @ 5:30p**

*The Minutes were transcribed and respectfully submitted by Jeanette L. Foisy, Town Administrator.  
Pending approval by the Board of Selectmen.*