

**Town of Deerfield
BOARD OF SELECTMEN
September 26, 2016
MINUTES**

Call to Order

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

Present: Stephen Barry, Chairman; Richard Pitman, Vice Chairman, Fred McGarry, Andrew Robertson and Jeff Shute, Selectmen

Pledge of Allegiance to the Flag

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

Scheduled Appointments

Southern NH Planning Commission - Sylvia von Aulock

Ms. von Aulock presented the Board with a summary of the work done so far in the Complete Streets Project, an initiative to make the New Hampshire street system safe for all users. Traffic calming and improved safety for pedestrians and cyclists were among top priority. The three areas of Deerfield reviewed by the group were the crosswalk at the George B. White Building, Church Street traffic calming, and Hartford Brook Rd. Members of the community who attended the SNHPC walk through were interested in adhering to site and sound regulations, the promotion of walking and biking, and keeping costs (including ongoing maintenance) and the amount of impervious service used to a minimum.

Ms. von Aulock described the alternatives for traffic calming at the Church, Library and Fire Station locations along Church Street. It was suggested the Library consider an alternate book drop location at the Town Hall so as to eliminate parking conflicts with the Fire Station. Fog lines and re-striping were suggested for the Fire Station and money is in the budget to complete. Selectman McGarry spoke that he attended the site visit and would like to see the fog lines extended down to Sherburne Woods. He also suggested that raised pavement markers may be a cheaper alternative for the crosswalk. Ms. von Aulock had priced out spray chalk at \$6/can and estimates 10-14 cans will be needed, the chalk has a 15 day life. The Board agreed to spend up to \$100 from the Emergency Management budget on safety reflectors and SNHPC will match up to that amount with the purchase of spray chalk for the installation of a temporary crosswalk at the George B. White building. The Board asked that the Police Department observe visually whether the lines slow cars traveling by the area.

2017 Budget Review

Chairman Barry asked whether the Board would like to consider a 2.5% wage increase for Town Employees, Fire and Rescue with the 2017 budget. Vice Chairman Pitman was not in favor of the approach as he preferred to see the wage increase recommendations come through each Department.

Parks & Recreation

J. Manzi spoke that the change to the proposed budget is to include a Full Time Assistant Director position at a cost split of 50:50 between the Town Budget and the Revolving Fund. He believes strongly that the position is necessary. Selectman Shute noted there will also be a Warrant Article proposed for \$25,000 to match the Grant being pursued for work at Hartford Brook. Selectman Robertson asked whether more money was needed for Old Home Day, J. Manzi answered that the event is still under

review. Historically the largest expense of Old Home Day was the Fireworks, which were often sponsored in part by the Fair Association.

Police Department

Chief Duquette described the changes proposed in the 2017 Budget. He has recommended a 3% wage adjustment for all Full Time Officers and Administrators. This recommendation is based on the June performance evaluations as well as a market study. An increase of \$8,626 is recommended in the Overtime Line, the Clerical line has an increase of \$1,200, the State Retirement rate as led to an increase of \$10,000 and in the Technology Line, the cost of \$60/month for a new server results in a \$5,000 increase. Total impact to the budget is \$29,161. Selectman McGarry recommended the Department pull firm statistics on the wages of Officers in surrounding towns for the MBC review. Chief Duquette closed by updating the Board that the new cruiser had been ordered, to replace the white marked Ford Taurus.

Highway Safety - \$1

The Board had no comment.

Animal Control

Chief Duquette spoke that the Animal Control budget was unchanged year over year. They have gone through the process of enrolling in the Government Vehicle Surplus Program in the hopes of getting the Officer a vehicle so that they do not have to use their own.

Rescue Squad

Cindy McHugh recommended increasing the stipend from \$18,720 to \$22,000 in the hopes that more individuals will get involved with the Rescue Squad. Needs are being met, but it is a continuing challenge. C. McHugh noted that the purchase of a Lifepak15 is coming up under the Town's Capital Improvement Plan; the Department will be pursuing a Warrant Article for the balance of that cost.

Vice Chairman Pitman asked whether Cindy McHugh wanted to further discuss the staffing, Chairman Barry agreed noting that the time may be upon Deerfield to consider Full Time staffing for Fire and EMT. Cindy McHugh will return to discuss further at the October 17 meeting. Selectman Shute asked that the Rescue Director bring a breakdown of stipend/call information for that meeting.

Selectman Robertson noted that the MBC had met the Tuesday past, but did not conduct much review beyond a discussion around the School Supplies letters that went out to parents.

Regular Business

Minutes - September 19, 2016

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

Vote to approve: Yea 4, Nay 0, Abstained 1 - Motion Carries

Accounts Payable - \$38,810.84

Motion: Selectman Robertson moves to approve

Second: Selectman Shute

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

Payroll Manifest \$50,498.52 (\$38,191.58 net)

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson
Vote to approve: Yea 5, Nay 0, Abstained 1 - Motion Carries

Request to Abate \$116,166 for Tax Years 2011-2015, FairPoint Communications

Motion: Selectman Robertson moves to approve
Second: Vice Chairman Pitman
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Notice of Residential Lawn Watering Ban Press Release

Chairman Barry read the press release aloud. Actions for offenses include a warning on the first offense, a \$100 fine for the second offense, and a \$500 fine on the third offense. The ban will be in effect until further notice. Selectman Robertson noted that it can take 18-24 months for the groundwater to fully recharge after an event like this. Selectman McGarry noted that the statute does not allow for commercial restrictions. J. Foisy spoke with the State and the Town can approach Commercial violators and request that they restrict watering. There were no objections to the Press Release as read.

Timber Tax Levy - \$1,582.81 - Jill Holmes

Motion: Selectman Robertson moves to approve
Second: Selectman McGarry
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Request to Appoint Democratic Ballot Counters

Elizabeth Rimondozi
Claudia Libis
Janice Levaton
Erin DiBacco

Motion: Vice Chairman Pitman moves to approve
Second: Selectman McGarry
Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Intent to Cut Wood or Timber - Miriam Ijtsma, Map 419, Lot 10

Signatures Executed

Review of Correspondence

Chairman Barry spoke that the \$674 remaining in the Town's Northern Pass Defense Fund has likely been spent on work done by Attorney Whitley to date. It is estimated that an additional \$5,000-\$7,000 will be needed in legal representation costs between now and the Town Meeting. Selectman Robertson spoke that, while he is not in favor of joining the efforts expressly opposed to Northern Pass, he would like to see the Town continue to be represented and to receive the best advice it can. He was comfortable with spending from the Legal line of the budget as he feels it is best to have counsel moving forward. J. Foisy confirmed that \$5,000 remains in the Legal line. Members agreed that the Town will not act alongside the Society for the Protection of NH Forests and will take each issue before the SEC on a case by case basis.

The Primex Member self-assessment has been completed.

SNHPC is celebrating 50 years, a DVD documenting the group's history was provided to be broadcast on the Deerfield Community station.

The NH Association of Assessing Officials is looking for leadership recommendations. Members agreed to vote for Lauren Martinson.

Motion: Selectman Robertson moves to vote Lauren Martinson as First VP

Second: Vice Chairman Pitman

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

Non Public Session

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

Second: Selectman Robertson

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

Reconvene

Chairman Barry noted 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: Selectman McGarry

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

Town Administrator's Report

Jan Foisy reminded that the Board has been invited to attend the opening ceremonies at the Deerfield Fair on September 29th at 9a. Also, she recently attended the NHMA Legislative Policy Meeting and will be sharing that information with the Board.

Unfinished, Other or New Business

Selectman McGarry noted that the paving is complete at the Town Hall and Highway shed and asked whether money was available to stripe the parking lines, J. Foisy confirmed yes.

Citizens Comments

Kevin McDonald asked whether the Volunteer Fire Department has a policy in place around Social Media postings by its members. If yes, he would ask whether it was being adhered to, and if not, he would ask why?

Adjourn

Motion: Vice Chairman Pitman moves to adjourn the meeting of September 26, 2016

Second: Selectman Robertson

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

Next Meeting Monday, October 3, 2016 @ 5:30p

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