

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
November 5, 2018
MINUTES**

Call to Order

5:30 pm – Chairman Pitman called the meeting to order

Present: Richard Pitman, Chairman; Andrew Robertson, Vice Chairman. Fred McGarry, Jeff Shute and Cindy McHugh, Selectpersons.

Pledge of Allegiance to the Flag

Chairman Pitman asks all to rise and pledge allegiance to the Flag

Regular Business:

Review of Outstanding Minutes of 10/29/18

Motion: Vice Chairman Robertson moves to approve the minutes as written

Second: Selectman McGarry

Discussion:

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

Payroll Manifest - \$53,775.09 (gross), \$41,820.37 (net)

Motion: Vice Chairman Robertson moves to approve the payroll manifest as presented

Second: Selectman McGarry

Discussion:

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

Accounts Payable Manifest - \$1,053,840.83 (\$1,000,000.00 going to the school)

Motion: Vice Chairman Robertson moves to approve the Accounts Payable Manifest as presented

Second: Selectman McGarry

Discussion:

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

Permanent Application for Property Tax Exemption of \$500.00 (Veteran's Tax Credit) – Michael Trumbull, 2A Brown Road

Motion: Vice Chairman Robertson moves to approve the Veteran's Tax Credit or Exemption

Second: Selectman Shute

Discussion:

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

Chairman Pitman stated that the next order of business was the "Cash Receipt Policy" which a motion was made a number of weeks ago when they lowered the check fee from \$50.00 down to \$32.00. The motion has out there, they just need to sign the agreement.

Personnel Action Request – Full-time Librarian.

This is a new hire with a salary of \$45,675.00 per year for a Candance Yost

Motion: Vice Chairman Robertson moves to authorize the Chair to sign the Personnel Action Request from the Library on behalf of the Board regarding the hiring of Candace Yost

Second: Select woman McHugh

Discussion:

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

Chairman Pitman stated that he had a request from the police chief for new tasers for the department. The ones that they are using are basically out of service and can't be worked on.

It's a five-year proposal with a net figure of \$16,270.00 which the Chief has in his budget to cover this.

It's basically \$3,300.00 a year for the next five years.

Chairman Pitman stated that if any Board member had questions, the chief is in the audience.

Motion: Vice Chairman Robertson moves to authorize the police chief to upgrade the taser inventory as proposed in this proposal

Second: Selectman McGarry

Discussion: Selectman McGarry asked the chief if the condition of the current tasers is defunct.

Chief Duquette stated that no, they actually still work. He's been putting this off for a couple of years. They don't make the model they have anymore so they won't service them, they won't repair them but the worst part about it for the department is they won't provide a product liability insurance certificate for them.

They will back that product if the department gets sued but they won't on the current tasers. The company won't provide that with the current tasers the department has. They haven't made this model in a couple of years now but the chief stated that they have been getting other things that they needed and it has now got to the point where they have to do something with them because if they use them, they take a chance on getting sued and then they wouldn't have the backing of the company.

Other than that, they work. He will literally have to destroy them. The company doesn't want them back. He will just have to sign a form that states that he took them offline and gotten rid of them. They can't even send them back to the factory.

Chairman Pitman stated that he noticed at least 40 other departments on this list that have gone with the Taser 60 program.

Chief Duquette stated that he gave the Board a list. He stated that there are actually 53 or 54 departments in the state that uses this particular program. They are expensive and you will get holsters, batteries and data download. It's a huge amount of money for one lump sum so they've got it split out over five years so it's a pretty popular program.

As stated, the Chief wasn't looking for any more money. He was able to move some things around and he could do it out of the current budget and he won't be asking for any more in the upcoming budgets.

Selectman McGarry asked if there was any training that had to go with these to which the Chief stated that absolutely and that he had just sent a guy to the school for the new ones.

Chief Duquette stated that there is a retraining on the new model and then they have to recert every year to be able to use them. Part of this package is that they give them training cartridges.

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

Town Administrator's Report:

Mr. Harrington stated that he had two items for tonight.

He wanted to make the Board aware that Kate Hartnett has donated a four-drawer, metal file cabinet for the Planning Board to be placed in the break room with the other ones. She graciously donated it and wanted the Board to know.

The second thing was that he was notified by the Trustees of the Trust Fund that they have recently met and are making a request to the Board of Selectmen to begin covering the management fees for the funds.

Last year in 2017, those management fees totaled \$8,526.12.

They are making the request that the Board of Selectmen budget \$10,000.00 for this item for the budget year of 2019.

Vice Chairman Robertson stated that he didn't recall in the past that they've ever budgeted and paid beyond what the actual investments returned for the management fees.

Mr. Harrington stated that he believed that this was a new request that wasn't in any prior budgets.

New/Other/Unfinished Business:

Vice Chairman Robertson stated that Select woman McHugh actually talked to him and he didn't know what the Board has for a defined surplus policy, but if we don't have a defined surplus policy for the Board of Selectmen, he thought that they should adopt one. He knew that Select woman McHugh thought that was a good idea also.

He thought in his mind, they might do that based on a dollar value amount as the threshold and it would be at the Board's discretion, in any case, to pursue a sealed bid type process. He knew that they talked about an auction last week but particularly for larger items.

When he thought about things that have been surpluses in the past, they've surplused a town dump truck, they surplused old police cruisers when they've been told they have no value and that sort of thing. They have done that surplus process typically by sealed bid. He didn't know what the Board's thoughts were but the Board has had discussing about surplus and he thought they should probably decide if there is a threshold that they generally want to use to go with a sealed bid process, leaving it at the Board's discretion for things like if the fire chief come and says that he has a bunch of old fire hose that have removed all the nozzles from, then that might not be a sealed bid-type item but certainly other things that have a clear and obvious value, he thought that they should either find out if they have a policy on the books and if they don't, they should develop one.

Chairman Pitman asked the Board if it was something that they wanted Mr. Harrington to work on and Mr. Harrington stated that he had looked and he asked Randy Long, who has been reorganizing all the town policy and ordinances and she was unable to find anything on record that would be a surplus policy so he would have to answer that the town doesn't currently have one.

Vice Chairman Robertson asked if the Board wanted to think about it until another meeting. Chairman Pitman stated as long as it doesn't get forgotten to which Selectman Shute stated that they should do it tonight.

Selectman Shute stated that a \$1,000.00 should be a limit or did they think that was too much?

Chairman Pitman stated that it was open for discussion.

Vice Chairman Robertson stated that he was comfortable with the \$1,000.00 as the limit and he doesn't know how they intend to advertise it either but one of the things that had driven our thoughts in the past when we had decided whether to put something out for sealed bid, typically they would advertise it. If it is going to cost them \$350.00 to place a couple of newspaper ads, it's probably not worth surplus it.

Selectman McGarry stated that it sounded alright to him.

Chairman Pitman asked how do they come up with a \$1,000.00 value? He stated that's why he thought they were leaning more towards the auction part of it. It'll bring what it will bring.

Chairman Pitman asked what they were going to do with the red van that they were told is not roadworthy?

Mr. Harrington stated that he could certainly research it to see if other towns have surplus policies to give the Board something to react to and then they could modify it to their needs here in Deerfield and change it around. He would be happy to do some research.

Chairman Pitman asked if they had anything that needs to be surplused in the next ten days to which Mr. Harrington stated that there wasn't anything to his knowledge.

Chairman Pitman stated that he could bring something back to the Board on the 19th.

Vice Chairman Robertson stated that he thought that the smallest thing that he recalls they surplused was the aluminum boat which was in the fire department. That was probably the smallest item that he could recall putting into surplus.

He continued to say is if the town doesn't have a surplus policy, it should have something in writing.

Chairman Pitman asked if anyone else had any new or other business.

Selectman McGarry stated that the building inspector spoke with him today and he needs to do street renumbering on Meetinghouse Hill Road and in order to do that, it requires a public hearing to be held for the street numbering. It can either be the Board of Selectmen or the Planning Board holding the public meeting. He thought that the Board of Selectmen should do it to which Chairman Pitman agreed. He stated that the Select Board did it with Church Street and Old Centre.

Selectman McGarry stated that the building inspector would like to get something set up fairly quickly.

Chairman Pitman asked Mr. Harrington if they could do it the 19th and did they have to notify everybody on that road.

Selectman McGarry stated that by statute, they only have to notify that one person who's going to be affected to which there is only one and asked Mr. Harrington for confirmation.

Mr. Harrington stated that he believed that there was only one resident that this may affect and believed that there is a ten-day notice before a public hearing so he will get that notice out.

Chairman Pitman remarked that it was only going to affect one person to which Selectman McGarry stated that the building inspector told him. The renumbering is this one particular parcel.

Chairman Pitman stated to do it as it has been brought to their attention and get it set up with proper notification.

Citizen's Comments:

Rebecca Hutchinson – Lang Road

She stated that she was at the meeting with her volunteer coordinator for the swap shop hat on.

As they probably knew, the swap shop closed for the season, she thought on October 31st, but it was the last Saturday in October.

She just wanted to take a moment to acknowledge all the volunteers that keep this open every year and if she could, for folks that are listening, the swap shop is open at the landfill from approximately April 15th, depending on the weather to the end of October and as everyone knows, you get all kinds of free stuff and they get to get rid of stuff that they don't need anymore in their house anymore.

Ms. Hutchinson stated that she wanted to thank the volunteers who have worked so hard with them.

Bernie and Mal Cameron Beth Rimonosky Carol and Dave Shelby
Cilla Tyler who is their number one volunteer and can always be depended upon if nobody will go, she will be there and she does double shifts.

Deb Boivert	Dee Jones	Donna Palladino
Frank Bioteau	Jane Miller	Karen Leavitt
Lisa DeFrannea	Lucy Myers	Marie Smith
Mary Spindell	Patrice Killam	

There were four brand new volunteers this year. Cheryl Brown, Cheryl Veskey, Lisa Dufresne was new and Pat Gioconte. They had a good time and they are hoping that they have new volunteers next year.

Motion: Vice Chairman Robertson moves to go into non-public session under RSA 91-A:3, II (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: Selectman McGarry

Discussion:

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

Chairman Pitman stated that no action was taken in the non-public session and would like a motion to seal the minutes of such meeting.

Motion: Selectman McGarry moves to seal the minutes of the non-public session

Second: Vice Chairman Robertson

Discussion:

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

Citizen's Comments (Continued)

Ms. Cady – Old Centre Road

She stated that she has been searching for the law in regards to acceptance of anonymous donations by a public board. She hasn't found it yet but she knows that there is one.

Ms. Cady stated that the Board doesn't know if that person making an anonymous donation is in direct violation of another person's rights and she was getting really upset about this person who seems to want to give so much money to fight Northern Pass especially since the town had a warrant article that specifically was voted that the selectmen would not accept donations against Northern Pass.

Motion: Vice Chairman Robertson moves to adjourn at 6:10 p.m.

Second: Selectman Shute

Discussion:

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

Next Meeting: Monday, November 19th, 2018 at 5:30 p.m.

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary
Pending approval by the Board of Selectmen*