

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
November 19, 2012
MINUTES**

Call to Order

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

Pledge of Allegiance to the Flag

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

Present: Steve Barry, Chairman; Alan O'Neal, Vice Chairman; Richard Pitman and R. Andrew Robertson Selectmen

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

Absent: William Perron, Selectman

Scheduled Appointments

A. Parks & Recreation Commission – 2013 Budget

The Board picked up a continued conversation regarding putting some of the Parks & Rec Department Director salary within the revolving fund. Chairman Barry began by clarifying that it was not his intention with this suggestion that Mr. Manzi's position would change in any way, he will remain a full time employee and the Board has been very pleased with the work Mr. Manzi has done within the department. Further, the intent was that the Town would cover capital expenditure needs, i.e. the replacement of a furnace, as they arise, versus those monies coming from the revolving line as they currently do. Mr. Manzi expressed concerns that if a capital expense need arises, for example something urgent like a heating failure, that the Town may not have the reaction time that the revolving fund does, and that Warrant Articles for capital expenditures are routinely voted down. The Parks and Recreation Commissioners expressed similar concerns. Mr. Dwight Barnes questioned the issue of Joe remaining a full time employee if his salary is being paid half and half by two separate areas, additionally the Commission feels that the revolving fund is running very well allowing for quick reaction, growth of programs and flexibility and they have concerns with making changes.

Vice Chairman O'Neal questioned the statement that the revolving fund would be run dry by adding in the Director's salary as his numbers have show a \$16,000 annual operating profit, after last year's capital expenditures. Selectman Robertson agreed with the concerns regarding capital expenditures, but noted that if the intent of the revolving fund is to carry a \$50,000 to \$60,000 surplus that he does not support that as he does not feel it was the original intent of the fund. Mr. Barnes expressed concerns that the people involved, including local business that are supporting programs and events, expect their monies to go directly to Parks and Recreation, not the greater Town General Fund. The Commission and Director asked the Board to identify what are the specifics of their proposal. What is the amount of the salary to be attributed to the revolving fund? Will this be a one year trial? Is the intent to have the fund support 100% of the salary eventually? Mr. Manzi expressed that he never wants to be put in a position where he is forced to choose between his pay and what is best for a Program within the Department.

Motion: Selectman Pitman moves to lower the salary amount to be taken from the revolving line to \$15,000 and to have this for a 1 year trial period.

Second: Selectman Robertson

Vote: Yea 3, Nay 1, Abstained 0 – Motion Carries

B. Rescue – 2013 Budget

The Board reviewed the proposed 2013 Rescue budget, Chairman Barry asked if the increase in the part time budget line was due to stipends and Cindy confirmed yes. The Board noted that it has not done raises across all Departments so will not support one off situations. The Board asked about a previously suggested purchase of an EKG machine, Cindy indicated that theirs is good until 2016, at which time it will need to be replaced at a cost of \$23,000 - \$45,000. By that time she is hoping there will be programs in place to purchase a less expensive piece of refurbished equipment. The Board indicated that they would like to see the Rescue Department look at fully merging with the Fire Department as several other small Towns in the area have done. They feel it is difficult to justify full time Paramedics on call in addition to full time Fire Fighters and that discussion goes in hand with the Town having its own ambulance.

C. Chief Greeley – IMC Software

Police Chief Greeley informed the Board that if all goes well through the close of business 2012 that the Department will

have enough funds to cover the purchase of the IMC Mobil Software previously discussed. The process will begin in January, but they expect the cost to be approximately \$14,773, an amount that includes the software, air cards, 1 year support, virus protection and installation. Vice Chairman O'Neal asked what the ongoing yearly costs would be. Chief Greeley responded \$2,400 for the air cards and approximately \$1,125 for support for an ongoing annual cost of \$3,600 which would be in the budget for 2014. The Board was in favor of encumbering the money from the 2012 budget as described if available at the end of the year and will address at its last meeting of the year.

D. Administration – 2013 Budget

Leslie updated the Board that the Insurance with Anthem costs have gone up 4.09% for 2013.

Motion: Vice Chairman O'Neal moves to remain with the current insurance provider at a 4.09% increase

Second: Selectman Pitman

Vote – All in Favor – Motion Carries

Jan and Leslie presented the Board with figures for a 4% employee raise. Vice Chairman O'Neal noted that the Fire Chief has asked that his stipend not be included in this raise. In addition the Board of Selectman and Veasey Park seasonal employees are not included in these figures. Leslie informed the Board that her office will work up the numbers in conjunction with the other changes made at tonight's meeting and present a bottom line budget by the end of tonight's meeting, for approval at the next meeting on Monday, 11/26.

E. Acceptance of Donations Totaling \$1,025.53 for the Fire Department for a Portable 500 gallon water tank per RSA 31:95-b, III (b)

Motion: Vice Chairman O'Neal moves to accept the donation of \$1,025.53

Second: Selectman Pitman

Vote – All in Favor – Motion Carries

Regular Business/Signatures

- Approval of Minutes from November 5, 2012

Motion – Vice Chairman O'Neal moves to approve the Minutes as written

Second – Selectman Robertson

All in Favor – Motion Carries

- Approval of Minutes from November 13, 2012

Motion – Vice Chairman O'Neal moves to approve the Minutes as written

Second – Selectman Robertson

All in Favor – Motion Carries

- Accounts Payable - \$42,434.87

Motion – Vice Chairman O'Neal moves to approve

Second – Selectman Robertson

Vote - All in Favor – Motions Carries

-Notice of Intent to Cut Wood or Timber – Paul & Charlotte Buffington, Mt View Road

No Discussion – Signatures Executed

-Notice of Intent to Cut Wood or Timber – Malcolm & Bernadette Cameron, Mt View Road

No Discussion – Signatures Executed

- Veasey Park – Appointment of Commissioner

The Veasey Park Commission recommends the continued appointment of Travis McCoy as Commissioner

Motion – Vice Chairman O'Neal moves to approve the recommendation of Veasey Park

Second – Selectman Robertson

All in Favor – Motion Carries

Unfinished Business None

Town Administrator's Report

Mr. Moser, the on call Police Department employee has graduated the Part Time Police Academy and you will now see him on the roads. Leslie has been working on the Town website and gathering feedback, she will continue to update the Board as changes are made. The Cartographic tax maps are in process, if there is any specific layering the Board would like to see please let her know. Selectman Robertson indicated that he would like to see the Conservation and Recreational land

layered. Leslie has created an official Town Facebook page and will be monitoring it. The Holiday Parade is this Sunday and the Fire, Police and Parks and Recreation Departments are working on putting together a Winter Carnival.

Other Business None

New Business None

Citizens Comments

Harriet Cady commented that she would like to see a Warrant Article presented for stipends for Fire Department members who work a Fire. Additionally, she noted there have been complaints that the public cannot hear when the Selectmen are speaking, specifically on the public cable show, and would suggest spending some money on more microphones.

Final 2013 Budget

Following the adjustments made at tonight's meeting and including a 4% employee raise, Jan presented the Board with the total proposed 2013 Budget at \$3,380,243, which is \$69 lower than the default amount. The Board will review the total budget and vote on at the next meeting.

Adjournment

6:30p

Motion – Selectman Pitman moves to adjourn the meeting of November 19, 2012

Second – Selectman Robertson

Vote – All in Favor – Meeting is Adjourned

Next Meeting Monday, November 26th @ 8:00am

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