

**TOWN OF DEERFIELD, NH
MUNICIPAL BUDGET COMMITTEE
George B. White Building
8 Raymond Road, Deerfield, NH 03037
September 19, 2017
MINUTES**

Call to Order

6:30 pm – Chair called the meeting to order

Pledge of Allegiance to the Flag

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

Moment of Silence/Prayer:

Chairman Verville called for a moment of Silence/Prayer

Roll Call: John Dubiansky is here, Mr. Bilodeau sent an email saying that he would not be able to make it, Mr. Carbone, Alden Dill is not here, Ms. Hopkins is here, Mr. Spillane sent me an email and said that he may be late or not here at all, Mr. Robertson and Mr. Langlois and Mr. Verville
Absent: Phil Bilodeau, Bill Von Hassel, Steve Giovinelli and James Spillane

Review of Outstanding Minutes:

There are no outstanding minutes because we don't have a recording secretary.

Citizen's Comments:

None

Chairman Verville stated that before we move on to the question of the recording secretary, I got a letter dated today effective immediately I hereby resign as a member of the Deerfield Municipal Budget Committee and from all its duties and responsibilities and it's signed Mr. von Hassel so Mr. von Hassel won't be with us anymore.

Chairman Verville stated that the committee has been without a recording secretary as we all know for quite some time. We did an exhaustive to try to get a victim, I mean volunteer and Ms. Kimball has been kind enough to put her name forth for the position of recording secretary and so I would move her for the position

Motion: Chairman Verville moves to appoint Ms. Kimball for the position of recording secretary

Second: Mr. Robertson

Discussion: Chairman Verville asked if anyone had any questions for Ms. Kimball? It's my understanding that you will do it from home right, to watch the videos and transcribe which is what our previous recording had been doing and did well so.

Ms. Kimball stated that that is what she does currently with the Board of Selectmen. Mr. Harrington usually sends me an audio file right after the meeting or the next morning and according to the RSA I have five business days unless you guys have something that needs to be presented to the public before then.

Chairman Verville stated so the way we have been handling it is that we've been taking our own short form of minutes and publishing that within the five-day window.

Ms. Kimball stated that is perfect for her.

Chairman Verville recognized Mr. Robertson.

I would note that Dianne has done an excellent job with our minutes and we've never had a time problem. They've come back very quickly so your safe either way.

Chairman Verville stated that if we do that with the short minutes, I'll be looking for volunteers if people will be willing to just jot down motions and vote tallies just to keep it moving.

Chairman Verville asked if there were anymore discussion on this.

None noted

Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries

Chairman Verville stated that if you could see Mr. Harrington at your convenience.

Ms. Kimball stated to the Chairman that the only objection as I was corresponding with you was that was that the salary would need to be the same as what I makes with the Board of Selectmen.

Chairman Verville stated that he was sorry, I forgot about that and I printed that and I can't speak for the Board of Selectmen. I don't think this committee can so as I way of background, I did print that out. Thank you for reminding me.

The, basically the current salary of the recording secretary is \$12.00 an hour. The select board currently pays \$13.10 for their recording secretary so if the selectmen would agree to the change or well I guess here I have a motion that the MBC recommend that the salary be increased to match the

Motion: Mr. Langlois moves to increase the salary to match the BOS recording secretary

Second: Mr. Dubiansky

Discussion: Chairman Verville stated that the motion would be to go from \$12.00 to \$13.10 an hour though that would go to the Board of Selectmen.

Mr. Robertson stated and I'm sure it will be rubber stamped.

Chairman Verville asked if there were any other discussion on that.

Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries

Chairman Verville stated well that's that, pending, there you go. Thank you. Put on the earbuds.

Chairman Verville stated that next is the MBC proposed budget and I lost track. So, the Budget Committee owes its proposed budget to the Board of Selectmen on Monday, October 16th.

Historically what we've been doing is a flat budget and that's probably what I would have recommended except for this so if there's no opposition we can propose a, because we can change our own budget when it comes back to us to change the salary line item by whatever percentage that increase is.

Mr. Dubiansky asked if the Chair needed a motion.

Chairman Verville stated that it wouldn't hurt.

Motion: Mr. Dubiansky moves to change the salary line item by whatever percentage that increase is

Second: Mr. Robertson

Discussion: None

Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries

Town Budget Update:

Chairman Verville called on Mr. Robertson.

Mr. Robertson stated sure, I don't have too much to offer the Board other than to note that we've started, started the budget process, we've reviewed some rather innocuous budgets yesterday. Have received quite a number of budgets back in.

One thing that I that will share with you that's going to save us some money in the highway budget going forward. Some of you are probably aware we received \$126,000 and change, 126,300, I believe, in a block grant for highway use that was returned from the state surplus. Those of you that got stuck on Ridge Road today coming home from work, that's the beginning of that process.

We've also, we looked at our impact fees and this is in large part due to the road agent Mark Young and Town Administrator, John Harrington sitting down and going through the budget. But we had some accumulated impact fees, highway impact fees of about \$115,000 that could also be used for projects. So, we had some things, road projects that were of concern that we'd intended to put in the 2018 budget that we going to complete between basically today and before snow flies hopefully and the roads that we're going to be working on are Range Road, South Road, Mt. Delight Road and Middle Road. And, these are specific sections that probably most of you are familiar with that are worse than other sections of those roads that we intend to jump on.

Basically, it's because we've got close to a quarter of a million dollars of unexpected highway funds that as long as we had construction in the budget, some use for, we could move forward even though we hadn't specifically named these roads so I think it is going to be good for the town for us to get this done before we start dragging plows over the rough section of town and it's going to be good for the 2018 budget because it's going to be two to three hundred thousand dollars that we don't have to try to run through road reconstruction.

Chairman Verville stated that that was great news.

The impact fees, the 115, how long has that been accumulated over, is that a short window or a long window, do you know?

Mr. Robertson stated a fairly long window and I think between changing of a couple of town administrators, that had sort of sat on the back burner. When John came in and was familiarizing himself with the numbers and the books he said what about this money, can we use this and we, I think, I'll speak for myself as a selectman, I was thinking that we had 30 or 40 thousand dollars in that fund and moving it forward as necessary and we had quite a bit more. We also have some transfer station money that I know John and Rick Pelletier have been discussing how that might be used and I'm going to say that, that is on the order of about \$35,000.00.

There are some stipulations, it's not free money, you have to have to prove that the, the road wear is due to increased traffic which we did. We had Southern New Hampshire come and do a traffic count for us and we clearly have increased traffic on the roads that we chose to work on.

Chairman Verville stated so I know that it changes from year to year right, because it's based on new development, right, impact fees on all new development. Do you have any, any projection of how much comes in on an average year or what we can expect in the next year or two should, going forward.

Mr. Robertson stated that he didn't but would suspect that in the next, the end of this year and the next year going forward that we're going to see a fairly steady replenishment. We've had a number of new housing starts in town. It would not surprise me if we closed this year with at least 50 housing starts and there's a couple of new developments coming online. We've got a new one on Middle road. It's going to a 17 unit I believe that they've broken ground on in the past two weeks and they're dropping cellar holes in as we speak. And there's the blasting that is happening in the center here on Church Street is because we're putting an access road, the developer is putting in an access road in there for another two or three units that are going in there and I know that the TUKCOR Development on Hartford, but I believe Hartford Brook is developed now but there's another road that's starting in there as well that seeing steady, you know three or four units every three months or so.

Chairman Verville stated that there are six more going on in my road too.

Mr. Robertson agreed and continued so I think the impact fees are going to be replenished.

Chairman Verville asked so with the plan to keep with the plan tentatively be to keep putting it towards road maintenance or

Mr. Robertson stated, it's divided into specific things. There's a section that goes towards the transfer station. It's aimed at the impact that you feel as growth so the big pots are the transfer station and the highway budget over the highway being the biggest.

Chairman Verville stated okay, great.

Mr. Dill asked if there was one for the fire department as well. He knows some towns do.

Mr. Robertson stated that he didn't believe that we did although we may have an emergency services impact fee but I have been at this for 16 or 17 years now and I don't recall ever seeing the pot of emergency services money connected to the impact fees.

Chairman Verville recognized Mr. Carbone who asked Mr. Robertson if that would involve a lot of repaving.

Mr. Robertson stated that in some cases it's going to involve some grinding and repaving but yeah, a lot of it is going to be resurfacing. In the places where the top coat is broken up or we didn't get to the top coat as quickly as we wanted to.

Ridge Road, that in particular, I know in your neighborhood Bill, is that section that flooded in 2007 badly where there's sort of permanent washboards and asphalt, that's coming out. It's got some problems underneath as well.

Mr. Carbone stated Range Road.

Mr. Robertson stated yeah, I'm sorry, yes.

Mr. Carbone thanked Mr. Robertson.

Chairman Verville asked if there were anything else.

Mr. Robertson stated that not at this time, no.

Chairman Verville stated, moving on, school budget update.

Mr. Langlois stated so we haven't gotten, we haven't started into the budget yet, we will be in the upcoming meetings. Only bit of information I do have for you is fund balance at least as the, earlier today at least what they're telling us is \$478,897.00

Chairman Verville stated sorry, one more time.

Mr. Langlois repeated \$478,897.00 and last year we retained \$190K. Clearly that is going back but we've decided to retain 190K again so the offset going back to the Board of Selectmen will be that \$478,897.00.

Chairman Verville stated that he just got confused on the math so the \$478 because

Mr. Langlois stated that we have 478

Mr. Verville stated that the 190 is coming in, the 190 is coming out so it's a zero so the fund balance better know but commonly referred to as the surplus is 478,897 and you guys are just starting the

Mr. Langlois stated that they will be rolling into the budget in the upcoming meetings. Yeah, that's all I have.

Chairman Verville asked if there were any questions for the school.

Mr. Robertson stated that he would note that the Board of Selectmen will accept that money and make a big fanfare out of thanking the school as we adjust the tax rate instead of taking credit for being financial geniuses ourselves.

Mr. Langlois stated, there you go.

Chairman Verville stated, duly noted.

Anything else for the school budget?

Old Business:

Chairman Verville recognized Mr. Dubiansky.

Mr. Dubiansky would like to make a motion that we reconsider our officers' elections and if I get a second I'll explain my reasoning.

Motion: Mr. Dubiansky moves that we reconsider our officers' elections.

Second: Mr. Langlois

Discussion: Mr. Dubiansky stated okay in researching Robert's Rules, I feel that the way the nominations were taken and the way that we voted was not proper. All of the nominations should have been taken and then a simple plurality vote should have been taken. Robert's Rules actually specifically advises against creating a situation where people vote yay or nay for an election because it creates the possibility that nobody gets elected and also the overriding principle and any election is always supposed to be fairness and so that's my reasoning. I am not sure, I abstained. The media reporting inaccurate reported that my vote on the vice chair. I did not vote for myself. I abstained so I'm not sure if somebody else needs to make that motion or if since I'm trying to correct what I believe is an error I'm not sure if I, if I can make a motion from my own, if not somebody else please do so if I may.

Chairman Verville stated that he watched the video and it appeared because I wanted the vote counts and it did appear that you voted YES for chair.

Mr. Dubiansky stated that yes, he did.

Chairman Verville continued so based on that I would say a motion to reconsider is in order.

Mr. Dubiansky stated, okay. I do want to see both because I believe there were other nominations for Vice Chair as well beyond just myself.

Chairman Verville stated so I think the motion was to reconsider officers

Mr. Dubiansky stated okay as long as everybody's comfortable with that.

Chairman Verville stated that he was more than happy to entertain.

Mr. Langlois that he has never done this motion so how do we run this motion? Do we

Chairman Verville stated that it's moved and seconded, it's open for discussion so the vote would be to reconsider a majority vote to reconsider would mean reconsideration. Any other discussion, questions?

Vote: Yea 6, Nay 0, Abstained 1 – Motion Carries

Chairman Verville stated all right, who's the parliamentarian.

Mr. Dubiansky stated still you until there's a change.

Chairman Verville stated okay, that sounds right and

Mr. Dubiansky stated that I have no issue with you, with a result of the election so I'll again I nominate Kevin Verville for president, president, chair, I'm at my club now so

Mr. Langlois stated so that the last meeting my intention was to make a nomination for Alden Dill so I would nominate Alden Dill as well for that position of chair.

Chairman Verville asked if the nominees require a second.

Mr. Dubiansky stated that they do not, Mr. Chair

Mr. Dill asked if we need a motion to open nominations, correct?

Mr. Dubiansky stated nope no you actually, he actually technically just poll everybody and everybody could say whatever name crossed their mind, yeah even the nominations are simply procedural. I did a lot of research, I bought the book.

Chairman Verville stated and that's why I'm deferring to you.

Mr. Langlois stated that he was expecting a grander book to be honest with you.

Chairman Verville stated that that is Mason's Manual so

Mr. Langlois stated so similar but different, a little more leather-bound and kind of Mason's.

Mr. Robertson stated that he annotated some specifics from Mason's but

Chairman Verville asked if there were any others.

So, what is the order of operations, if you have got two people nominated how does one decide who gets the

Mr. Dubiansky stated simple polarity so you say your name, take a vote, take the numbers, take Alden's name, take the numbers, whoever has the polarity of votes is the Chairman.

Chairman Verville asked if there were any other nominations? Nobody else.

Verville, all in favor - 2

Dill, all in favor – 4

Mr. Verville stated that you're the chair, my friend.

Chairman Dill stated okay. So, then we have to open nominations for Vice Chair as well and

Mr. Dubiansky stated that I would actually, unfortunately in my schedule, well my schedule hasn't changed, I had to use a lot of vacation for other town business during the summer, some I had set aside to attend meetings so I may not be able to attend until I'm going to nights in October. I'll be back on days in December. If people don't have an issue with the fact that I am gonna miss meetings, I'll accept the nomination again but just putting that out there that my availability is declined some so if somebody wants to nominate me go for it.

Mr. Robertson stated that he would nominate John Dubiansky for Vice Chair.

Mr. Dubiansky stated that he would accept.

Chairman Dill asked if there were any other nominations.

Mr. Langlois asked Mr. Verville if he would take Vice Chairman.

Mr. Verville stated that he wouldn't take it. I'm not interested, thank you, but no thank you.

Chairman Dill stated that that makes that one pretty easy.

All those in favor of John Dubiansky as Vice Chair

Dubiansky – 4 yes

Mr. Dubiansky stated that he abstained.

Chairman Dill stated that we have 3 for, one abstention, actually I didn't see a vote from either of you so I assume that you abstained as well.

Mr. Verville stated that there is no nay vote then there is really just not, however you want to record it.

New Business:

Chairman Dill stated that he came in a little late and you guys got a lot done in five minutes but Bill von Hassel has resigned.

Mr. Verville stated that he has.

Chairman Dill stated okay so we have to advertise for a new spot, correct?

Mr. Verville stated correct.

Mr. Robertson stated that he you would like I can notify the town administrator of the absence and have him post it accordingly.

Chairman Dill stated that he would recommend we do that. Hopefully we get some more people on the budget committee.

Any other new business?

Chairman Dill recognized Mr. Verville

If we have multiple candidates, because this has beguiled us for years, the filling of vacancies was very similar to our last meeting because nobody would, nobody actually looked it up so if there are multiple candidates for the vacancies, is the vote gonna be held the same way? It's the selection process, the selection process for the same.

Chairman Dill stated that he hasn't sat on the selection process here in Deerfield that we have in Northwood. John is looking it up. What has been historic?

Mr. Dubiansky stated that's gonna be, that'll be a municipal election law.

Chairman Dill stated that the Budget Committee would vote on

Mr. Verville stated that no it did so if he may Mr. Chairman, the budget committee can appoint members for vacancies. I just want to make sure that procedurally. So, in the past a challenge we've had is nobody realized that that was the way it was done and so it was a race to nominate and whoever got nominated first, you know the, the other the other candidates may not have ever even gotten heard because it was in order of motion. It was done by motion not no, I'm sorry, was done by motion not nomination so the motions had to be taken in a particular order and it wasn't plurality, it was a

Mr. Langlois added, a singular action.

Mr. Verville agreed, it was a majority vote any, any majority

Chairman Dill stated that first we have to assume that we have more than one person apply.

Mr. Verville stated but, but no, no what, what I what I want to make sure is that we don't run into the same problems that we've been having in the past so if we decide it now it's better to decide the rules of the game before we play the game then in the middle of it.

Chairman Dill stated that he agreed so first we have to get more than one person to apply to which Mr. Verville state yes.

Chairman Dill went on to say which would be great that

Mr. Verville stated that that's been the that's been the norm that we have more than one, let's check.

Mr. Robertson stated that he believes because we have no standing bylaws for this committee that we cold, we cold do it either way, we cold make a motion to accept or we could consider candidates by a plurality of number of votes. I think it would be up to the committee to decide how they want to do that.

Mr. Verville stated based on that Mr. Chairman I

Chairman Dill stated that he was about to make a motion,

Mr. Verville continued that based on that I would use the same process that we just used tonight, excuse me, if multiple candidates appear.

Chairman Dill stated that I assume that is a motion.

Motion: Mr. Verville moves to use the same process that we just used tonight if multiple candidates appear.

Second: Mr. Robertson

Discussion:

Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries

Chairman Dill stated that it's good to have that set up beforehand.

Mr. Verville agreed.

Citizen's Comments:

None

Motion: Chairman Dill moves to adjourn

Second: Mr. Robertson

Discussion:

Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries

Next Meeting: Monday, October 24, 2017 at 6:30 pm

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary
Pending approval by the Municipal Budget Committee*