

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
February 5, 2007
MINUTES**

Call to Order:

5:30 pm Chairman of the Board, James T. Alexander, called the Meeting to Order

Pledge of Allegiance to the Flag

Chairman Alexander asked all to rise for the Pledge of Allegiance to the Flag.

Roll Call:

Present: James T. Alexander, Chairman; R. Andrew Robertson, Vice Chairman; Joseph E. Stone, John Reagan and Stephen Barry, Selectmen.

Also Present: Cynthia Heon, Town Administrator; Kristine Morgan, Recording Secretary

• Parks and Recreation Department – Department Updates

Present: Joe Manzi, Parks and Recreation Director

Mr. Joe Manzi wanted to discuss a couple of the annual events, in particular, Old Home Day.

Vendors:

Mr. Manzi indicated he would like the Board of Selectmen's input on establishing a policy with respect to vendors interested in selling items during Old Home Day events. There have been a few organizations interested in selling the same items, which are already sold by non-profit groups that have provided the items for many years. An example is ice cream; the Ladies Auxiliary has sold ice cream for many years and now he has other people wanting to sell ice cream. Mr. Manzi indicated he would like to establish a policy on how to handle competitive vendors.

Vice Chairman Robertson responded anyone selling food items have always been local non-profit groups and should be kept to only non-profits and not vendors with commercial intentions.

Selectman Stone indicated that is the way it has been for years and if in town non-profits want to be competitive with each other then fine, but no out of town or commercial vendors. Selectman Reagan questioned if there was a lot of competition from commercial vendors. Mr. Manzi advised there wasn't, it was just in town non-profit.

Mr. Manzi advised his desire to have all vendors fill out an application type form so he could get an idea of who would be selling items and what they would be selling. Chairman Alexander indicated it was a good idea.

Fireworks Display:

Mr. Manzi advised the Old Home Day Fireworks event had not worked out as planned. They were given assurance the fireworks would be visible at the Gazebo but at the last minute realized they were not so everyone had to rush up to get closer to the field. Selectman Stone added when they did try to get closer to the Clifford's place, the police wouldn't let them park.

Mr. Manzi advised the Fair Association has indicated their desire to hold the fireworks at the fairgrounds. Selectman Stone commented the Firemen will hold their fireworks at the fairgrounds giving great visibility no matter where you sat. He advised he was in favor of the Old Home Day fireworks held at the fairgrounds. Mr. Manzi advised he would hold the typical day events in their usual place but then coordinate it so everyone could get over to the fairgrounds for the fireworks. The Board agreed there is plenty of parking as well as good visibility at the fairgrounds.

The Board thanked Mr. Manzi for his good report and keeping them up to date with his department.

Trustee of the Trust Funds – Yearly Update

Present: Dwight Barnes, Chairman of the Trustees of the Trust Funds

Mr. Barnes handed out a Trustee of the Trust Funds Report he had prepared for the Board which indicated the activity that has occurred in the Funds as well as their current balances and any withdrawals or payments made from the account.

Capital Reserves Funds:

Mr. Barnes indicated there were three (3) Capital Reserves:

1. Cemetery Land Acquisition Fund
 - a. Fund balance of \$24,628.09 with a 3.94% yield.

2. School Special Education Fund
 - a. Fund balance of \$137,176.31 with a 5.02% yield.

3. School Building Repair Fund
 - a. Fund balance of \$93,284.17 with a 5.02% yield.

Mr. Barnes advised the School Fund yields were slightly declined. He also advised there will also be \$10,000 deposited into the Special Education Trust Fund and \$30,000 deposited in the School Building Repair Fund.

Mr. Barnes indicated the Trust Fund Accounts are held by Fidelity Investments with a current yield of 5.01%.

Common Trust Funds:

Mr. Barnes indicated there were two (2) Common Trust Funds:

1. Common Trust Fund – A
 - a. Fund balance of \$86,167.95. Earnings of \$800. Expended \$2,690.62

2. Common Trust Fund – B
 - a. Fund balance of \$15,389.66. Expended \$110.49

Individual Trust Fund:

Mr. Barnes indicated the balance was \$401,405.82. He advised this amount was largely governed by the Historical Society Bonds.

1. \$2,020 was added for the Town Hall Restoration.

2. \$10,775.43 was withdrawn.
 - a. \$9,000 by the Historical Society
 - b. The balance divided up for Church, School, Library, Scholarships, and Welfare (Joe Carter) areas.

Selectman Stone questioned the current yield for this fund. Mr. Barnes advised it was 5.01%. Selectman Stone questioned the balance of the Joe Carter fund. Mr. Barnes advised under \$4,800 at end of year.

Morrison Cemetery Fund

Mr. Barnes indicated the balance was \$65,348.70.

1. \$4,755.94 was withdrawn over the course of the year for cemetery expenses.

Old Centre Cemetery Fund

Mr. Barnes indicated the balance was \$47,034.79.

1. \$800.00 was added to the Fund
2. \$4,210.45 was withdrawn over the course of the year for cemetery expenses

Philbrick James Library Fund

Mr. Barnes indicated the balance was \$36,573.81.

1. \$1,742.62 withdrawn over the course of the year passed directly to the Philbrick James Library Treasurer.

Gentleman Joe Brown Citizens Award

Mr. Barnes indicated the balance was \$12,883.57.

Share Price

Mr. Barnes advised the price per share is \$14.18 to \$15.11. The current price per share is \$14.80.

Cemetery Expenses versus Revenue

Mr. Barnes commented Mr. Roger Hartgen had previously spoken with the Board regarding the income not keeping up with the expenses for the Cemeteries. He referred to a chart on the report which shows in 2002 there were more earnings than expenditures. 2003 through 2006 has shown a trend of not enough earnings to support the expenses.

Mr. Barnes commented Mr. Hartgen's desire was to put \$5,000 in annually to help cover the expenses associated with the cemeteries.

Vice Chairman Robertson commented some of those expenses were coming from grass cutting, ensuring flags were put out, etc.; the addition of funds had not been followed up on. Mr. Barnes advised any withdrawn money cannot come from Principal but must come from income.

Selectman Reagan questioned if they were actively looking to purchase and expand. He was advised Morrison Cemetery was filled but there was still quite a bit of room left at the Old Centre Cemetery. Selectman Stone indicated a portion of Old Centre was closed off due to the land quality. Chairman Alexander questioned if there was room for expansion at the Old Centre Cemetery. Selectman Stone indicated the issue with Old Centre Cemetery was a lack of maintenance not a lack of room.

Selectman Stone questioned the \$5,000 amount. Mr. Barnes advised there was a short fall this year. Selectman Stone questioned, to his belief, some funds were added. Ms. Cynthia Heon, Town Administrator advised there were some funds added but was not sure of the exact amount. Chairman Alexander commented money was normally asked for every year.

Selectman Barry stated it is something they will need to keep in mind for next year. Both Chairman Alexander and Selectman Barry thanked Mr. Barnes for his informative report.

• **Legislative Updates/Representative John Reagan**

Selectman Reagan advised a new Bill has passed in House, by a Roll Call Vote which will result in an increase in tax rate. The Bill concerns law on Conservation Easements (Barn Easements). Currently the provision allows the Town to collect on some of the lost money at the end of the easement. The new Bill passed cancels the authority of the Board to collect or reclaim that percentage at the end. The new system will work as a "grant" to give the abatement and will only be for Historical buildings.

Chairman Alexander commented the Selectmen will be less inclined to allow an abatement if they can't get any of the money back. Vice Chairman Robertson commented they will have to approach it as they had before and decide if it would be a temporary thing or a grant.

Selectman Reagan advised it made it through the House and is now going to the Senate. Selectman Stone indicated they should agree or disagree with the Bill to give Selectman Reagan ammunition to bring forth.

Chairman Alexander questioned who was in favor of the Bill. Who opposed? All opposed unanimously.

Selectman Stone indicated he read through a lot of the upcoming Legislature which is indicating a big effect on Towns.

• **Outstanding Minutes**

December 27, 2006

MOTION: Selectman Reagan made the motion to approve the minutes as written. Selectman Barry seconded the motion.

VOTE: Chairman Alexander called for the Vote with the Chair voting to constitute a quorum. It was a Vote in Favor with two (2) abstentions.

January 8, 2007

MOTION: Vice Chairman Robertson made the motion to approve the minutes as written. Selectman Stone seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

• **Vouchers**

1. Payroll Voucher in the amount of \$40,510.36.

MOTION: Selectman Stone made the motion to approve the Payroll Voucher in the amount of \$40,510.36. Selectman Reagan seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

2. Accounts Payable Manifest in the amount of \$50,765.23.

MOTION: Selectman Barry made the motion to approve the Accounts Payable Manifest in the amount of \$50,765.23. Selectman Stone seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

• **Signatures Requiring a Vote**

1. Request for Naming Roads – Tin Pot Realty “High Meadows Drive” Map 420 Lot 48.

Selectman Barry commented the developer had already named the road without asking and had a sign made indicating “High Meadows Lane.” Vice Chairman Robertson questioned if they were in the area acceptable to use “Drive” because of the Fire Chief’s request to keep specific areas limited to one ending such as “Lane”. It was decided the road was in an area that can end with “Drive”.

MOTION: Selectman Stone made the motion to accept the name of the road to be High Meadows Drive. Vice Chairman Robertson seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

2. Request from Fire Chief Mark Tibbetts to re-appoint Matthew Kimball as Deputy Warden.

MOTION: Vice Chairman Robertson made the motion to approve the re-appointment of Matthew Kimball as Deputy Warden. Selectman Reagan seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

3. Request to Appoint Sienna Larson to the vacancy in the office of the Heritage Commission with a term until 2010.

MOTION: Vice Chairman Robertson made the motion to approve the appointment of Sienna Larson. Selectman Reagan seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

4. Notice of Abatement for Computer Adjustment in the amount of \$252.19
Joyce and Marcel Lebel, Map 419 Lot 46-1.

Chairman Alexander advised they had already voted on the Abatement previously; the document presented this evening was for signature only.

This Portion of the Minutes were Recorded, Transcribed and Respectfully Submitted by Kristine Morgan, Recording Secretary
Pending Approval by the Board of Selectmen

Nonpublic Session

6:11pm Selectman Joseph Stone made the motion to enter a Nonpublic Session under RSA 91-A:3,II(a)(c). Selectman Stone read the sections of the Statute that applied to this Nonpublic Session. Seconded by Selectman Stephen Barry.

Roll Call Vote: Barry-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Alexander-Yes

6:25pm The Nonpublic Session ended.

Minutes Sealed:

MOTION: Selectman Joseph Stone made a motion to seal the Minutes of this Nonpublic Session as divulgence of information contained in those minutes might likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Selectman Stephen Barry.

Roll Call Vote: Barry-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Alexander-Yes

No Action/No Decisions:

There was no action taken or decisions made within this Nonpublic Session.

This Portion of the Minutes were Recorded, Transcribed and Respectfully Submitted by Cynthia Heon, Town Administrator
Pending Approval by the Board of Selectmen

• Review of Correspondence

1. Letter/E-mail from John W. Richards.

Chairman Alexander advised they were in receipt of a letter and e-mail from Mr. John W. Richards pertaining to the Pay per Bag system in Canterbury and their experiences with it. Chairman Alexander commented there are few people looking for Canterbury's input and questioned how they should respond.

Vice Chairman Robertson and Selectmen Stone indicated a letter acknowledging they are in receipt of his letter and e-mail as well as thanking him for the information.

2. Avitar Questionnaire regarding performance.

Selectman Barry suggests Ms. Heon could gather input from those using the system. Chairman Alexander commented she could start it and bring it back to them.

3. Avitar Representative, Lauren Martin, indicated she didn't think a Statistical Update was necessary but did enclose an Updated Contract for signatures which is a requirement of the DRA.
4. Update from Southern NH Planning – Technical Advisor Committee.
5. Vision Appraisal Technology proposal from Richard Romano of Sales and Marketing.
6. E-mail from Jim Spillane expounding why they should accept Wild Turkey Road as well as voicing his support for its acceptance.

Chairman Alexander indicated the e-mail will be brought forward again during the Public Hearing for Wild Turkey Rd.

• **Other Business**

Selectman Barry indicated a desire to grant permission to Ms. Frances Menard to obtain information regarding boundary lines.

MOTION: Selectman Barry made the motion to grant permission to Ms. Menard to obtain information from Northwood and Nottingham regarding the movement of a boundary line. Selectman Reagan seconded the motion.

Selectman Stone questioned if the Towns in question were debating the issue. Vice Chairman Robertson indicated they are not debating the issue nor are they interested in the issue.

Selectman Barry advised there was a piece of Deerfield missing. Chairman Alexander commented there is a pie shape piece where the line diverges when there should be an "L" or straight line. This occurred during a previous perambulation. Chairman Alexander advised they had put a Granite post there previously but the post has since disappeared. Vice Chairman Robertson indicated a similar occurrence happened with Epsom when the State redid the County lines.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

• **Unfinished Business**

CTAP

Vice Chairman Robertson commented on the CTAP program brought up at the Deliberative Session by Ms. Kate Hartnett pertaining to adding sidewalks in conjunction with safety project and the potential for money from the program. He indicated there had been a study done on traffic calming in the area and suggests going to the Planning Board to apply.

Chairman Alexander commented the idea of an island down the middle of the road had been drawn up. Vice Chairman Robertson added there was some concern that cars wouldn't see the island so they added the idea of monuments. Vice Chairman Robertson stated if CTAP is giving money for projects like this, they should at least check into it. He advised he didn't mind speaking with Gile Beye to see what projects they have going on and to discuss C-TAP.

Church Street

Selectman Barry questioned how they went about changing Old Centre Road back to Church Rd. Ms. Heon advised Mr. Tibbetts and the Building Inspector had involvement in this project and indicated there would need to be a Public Notice and Hearing, then they could rename and renumber the road.

Chairman Alexander requested Old Centre Rd, South be placed on the Agenda for Public Hearing and added there has been a lot of confusion between Old Centre Rd - South and North.

Town Hall Accessibility

Chairman Alexander commented about trying to make the Town Hall more accessible and indicated the ground outside is not accessible. The ramp is a little steeper than it should be and the condition of the pavement makes it very difficult for people in wheelchairs, etc.

Selectman Barry advised the Town Hall Parking lot should be slated as a good project for next year.

Rental Space

Selectman Barry questioned the discussion held at the previous meeting with regards to reclaiming rental space. Selectman Reagan advised they tabled the discussion pending additional information. Selectman Barry commented on Selectman Reagan taking it upon himself to tell people.

Selectman Reagan indicated he had advised he would be discussing it with people. Selectman Stone advised he did not think it was correct because they had tabled the discussion. Vice Chairman Robertson indicated Selectman Reagan had given the impression he did not say they had to go.

Selectman Barry advised he is not in favor of pushing people out. Chairman Alexander commented, at the time, it was a consensus that leases would not be renewed since there is no longer a shortage of places in Town. He added he didn't think it was wrong to let tenants know of their thought processes so they could start looking for opportunities.

Selectman Barry stated they should be sending a letter of explanation to tenants. Selectman Stone indicated they needed to take the discussion officially off the table if they are going to continue with discussion.

MOTION: Selectman Stone made the motion to take the discussion pertaining to the upstairs tenants of the George B. White Building off the Table. Vice Chairman Robertson seconded the motion.

ROLL CALL VOTE:

Selectman Barry	Yes
Selectman Reagan	Yes
Selectman Stone	Yes
Vice Chairman Robertson	Yes
Chairman Alexander	Yes

Chairman Alexander advised the discussion of reclaiming space in the upstairs area of the G.B. White building is now off the table.

Selectman Barry advised he would like a letter to go out to the tenants advising their desire to reclaim space but it should indicate they do not have to go. Chairman Alexander advised he would like Ms. Heon to do the letter. Selectman Reagan questioned the letter telling them they don't have to leave. Vice Chairman Robertson and Selectman Reagan both questioned the purpose of the letter. Selectman Barry questioned if they wanted to force them out. Vice Chairman Robertson indicated they did not but he still didn't understand the letter. Chairman Alexander commented the letter could advise the tenants of on-going discussions about the Town retaining the entire portion of the front section of the G. B. White Building and they should begin to look for alternatives.

Selectman Reagan indicated a pressing need to get Town Records out of the risk of water damage. The Recreation department needs more room, the Planner is having trouble with records and maps, and the Building Inspector needs more room. Selectman Reagan questioned if they could move towards reclaiming the space. He advised during his discussions with the tenants, they commented they like being there due to the lower rental rate but were expecting it. They could see the Town moving upstairs so they knew it was coming soon and advised they wanted a date. Selectman Barry advised Selectman Reagan's comments just reaffirms the purpose of the letter.

Selectman Stone suggested creating a group to do a study to determine who needs what because he had previously spoken with Joe Manzi, Parks and Recreation Director who advised him a large amount of the items in his area were from the Concession Stand which was being renovated.

Chairman Alexander questioned when Alex Cote, Road Agent, would be out of his office there since he has an office at the Town Shed again. Selectman Stone commented that could be part of the study group.

Ms. Cynthia Heon, Town Administrator, advised the Board when they conclude the meeting, Bonni McPherson would like to take their picture for the Annual Report.

• **Citizen's Comments**

Ms. Maureen Mann questioned if the Board was in receipt of a bid proposal from Vision Appraisal yet. Vice Chairman Robertson advised they were but they had not had a chance to review it and discuss it as a Board yet.

Ms. Mann questioned if it would be their intentions to make the whole Town more handicap accessible. She indicated her mother, friends, and neighbors have a very difficult time getting around such as to the Gazebo. Chairman Alexander advised it has been in the works. Selectman Barry commented they have asked the Trustees to address the issue but they have not heard. Ms. Heon added it has been requested several times with no response.

Chairman Alexander commented they did just discuss repaving at the Town Hall but the field around the Gazebo will always be grassy. Selectman Stone added there had been discussion at one time about putting in a bicycle path from Veasey Park.

• **Recess**

7:00pm Chairman Alexander called for a recess of the Board of Selectmen's meeting and to move in to the Wild Turkey Road Public Hearing. He advised his reasoning to not adjourn the meeting was to allow them the ability to take action following the hearing.

• **Board of Selectmen's Meeting Resumed**

7:08pm Chairman Alexander reconvened the Board of Selectmen's Meeting.

MOTION: Selectman Stone made the motion to accept Wild Turkey Road as a Town Maintained Road. Selectman Reagan seconded the motion.

Selectman Barry questioned if there was anyone who wanted to wait until the March 14, 2007 vote. Chairman Alexander advised the residents went through a lot with following the process and procedures to get to this point. Selectman Stone commented the residents have lucked out due to very little snow but stated it should be moved through.

Chairman Alexander stated there are steps to be taken now that they can't go past but the intent is to authorize Alex Cote, Road Agent, to handle winter maintenance of the road starting tomorrow, February 6, 2007, morning.

Selectman Barry indicated he had a problem with the system not being made clear to both developers and homeowners. He stated people have paid money and the status of their road has not been made clear to them. They need to solve the problem with how new roads are handled.

Chairman Alexander indicated an appointment has been made with the Chairman of the Planning Board to attend the meeting of February 12, 2007. He also advised accepting the subdivision doesn't mean automatically accepting of road. The cost to maintain is approximately \$450 per highway mile per lane; this information must be kicked around with Planners.

Vice Chairman Robertson indicated he shared the same concerns as Selectman Barry but advised they did not have the same problems as before. Selectman Barry stated he was not confused about the situation; he is just upset about the process and people not being informed.

Chairman Alexander asked to call for the vote. Selectman Stone requested for a Roll Call Vote.

ROLL CALL VOTE:

Selectman Barry	Yes
Selectman Reagan	Yes
Selectman Stone	Yes
Vice Chairman Robertson	Yes
Chairman Alexander	Yes

MOTION: Selectman Barry made the motion to authorize the Road Agent to assume responsibility of Wild Turkey Road beginning tomorrow, February 6, 2007. Selectman Reagan seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.

Chairman Alexander reminded those present this issue was listed as a warrant article for the upcoming vote and to help avoid putting others through what they have gone through. If the road is built to specification according to our Planning Board and overseen by our Engineer, then they should be able to accept the road. He added the Developer also has to help out.

• **Adjournment**

7:20pm

MOTION: Selectman Stone made the motion to adjourn. Selectman Barry seconded the motion.

VOTE: Chairman Alexander called for the Vote. It was a Vote in Favor.