

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
February 12, 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; Joseph E. Stone, John Reagan and Stephen Barry, Selectmen.

Absent: R. Andrew Robertson, Vice Chairman

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

• **Signatures Requiring a Vote**

1. Letter to G. B. White Tenants

Chairman Alexander indicated the letter was intended for current tenants of the G. B. White Building to inform them at some point, not in the immediate future, the Town will be taking back the rental space in the front of the building. The purpose of the letter is to keep the lines of communication open.

Selectman Stone preferred to hold off sending the letter. Selectman Barry questioned Selectman Stone if he felt there would be anything different from the information obtained. Selectman Stone indicated there could be.

Chairman Alexander stated he did not mind signing the letter and sending it out for the purposes of informing the tenants as well as putting a stop to the rumors.

Selectman Barry advised he would like to see the letter go out because of the rumors.

Chairman Alexander advised he would like a consensus and called for a Roll Call Vote.

**Roll Call Vote:**

Selectman Barry Yes

Selectman Reagan Yes

Selectman Stone Yes

Chairman Alexander Yes

The Roll Call Vote is in favor of signing and sending the letter to the G. B. White tenants.

• **Signatures Not Requiring a Vote**

1. Letter to John Richards

Chairman Alexander advised this was a letter to thank and acknowledge Mr. John Richards for the information he provided regarding pay-per-bag.

2. Notice of Intent to Cut

Daniel Briggs – Map 423 Lot 22

• **Vouchers**

1. Payroll Voucher - \$37,391.73

MOTION: Selectman Barry made the motion to approve the Payroll Voucher in the amount of \$37,391.73. Selectman Reagan seconded the motion.

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

2. Accounts Payable Voucher - \$524,802.99

MOTION: Selectman Stone made the motion to approve the Accounts Payable Voucher in the amount of \$524,802.99. Selectman Reagan seconded the motion.

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

• **Correspondence**

1. Report to insurance company for damage to Yanni's Pizzeria.
2. Notification that Jerry Coogan spoke with Bruce Mayberry regarding Impact Fees.

Chairman Alexander indicated use of the Impact Fees is a responsible way of doing Capital Improvements at the Transfer Station. Chairman Alexander made the suggestion for them to look at a new trash compactor because the one currently used at the Transfer Station is more of a "backup" compactor. He indicated the size, age, and repairs are factors. In addition, they will need to consider lighting if they intend to extend the hours at a future date.

Selectman Barry questioned if Chairman Alexander would be willing to do the necessary work at the Transfer Station to come up with ideas and information. Chairman Alexander advised he would do it as well as likely get in touch with Mr. Mailhot who showed interest in helping come up with ideas.

• **Boundary Line and Heritage Commission Update**

Present: Ms. Frances Menard

Boundary Line

Ms. Menard advised she went to the Town of Northwood and spoke with Ms. Harriet Cady who indicated to Ms. Menard she agreed there was a "V" out of the Deerfield northbound line. Ms. Cady indicated she would check into it and be in contact with Ms. Cynthia Heon, Town Administrator.

Ms. Menard informed the Board she also went to Nottingham; they were in the middle of their Budget preparation. Ms. Menard stated she spoke with Heidi from Nottingham who indicated her awareness of the issue. Ms. Menard advised she had done a prior perambulation with Heidi back in 2001. Heidi advised they have not sent in their maps yet and intend to send in the same corrections that Deerfield does.

Ms. Menard stated for Ms. Heon to advise her if she doesn't hear from either Town.

Heritage Commission

Ms. Menard stated the Heritage Commission was working on getting an article in the Forum. There will also be a one page print out which will also go out as a mailer to the townspeople.

Ms. Menard questioned if she would be able to include the information in the Newsletter. Chairman Alexander advised she could as long as it was strictly fact and nothing editorialized. It must be stated facts only or it can't be included in the Newsletter.

Ms. Menard indicated she contacted Kathy Bailey from the Union Leader to get the facts out. She commented there are a lot of people who thought the whole Town Hall was to be closed without a fire suppression system when, in fact, it will only be the second floor and only after 2008.

Chairman Alexander advised the information may be something that will fit well in the Voter's Guide.

• **Other Business**

1. Town Administrator's Report

Ms. Heon advised the report is primarily upcoming dates and updates. She also indicated the report included answers for questions asked at the last meeting. If anything was missed, she would provide the answers needed.

• **New Business**

Selectman Stone advised he had two areas to discuss.

1. **Highway Department**

Selectman Stone advised he was helping Alex Cote, Road Agent with interviewing applicants for the vacant position in the Highway Department.

Selectman Stone reported they received ten (10) applications and were waiting for two (2) more due within a few days. He advised they were concerned with some of the applicants being able to get into work because they are from out of town. There were two (2) applicants who could not offer what the town needed. He stated they had two more interviews to do tomorrow.

2. **Police Department**

Selectman Stone indicated he meets monthly with Lt. Mike Greeley with the most recent meeting resulting in discussion about two issues.

a. **Handguns replaced**

Lt. Greeley advised Selectman Stone the 45's being replaced are in, however, the magazines shipped were single when they were supposed to be double. The issue is being handled.

b. **Vacancy**

Selectman Stone indicated Lt. Greeley was hoping to complete the search in April or May to fill the vacancy in the number of positions. The vacancy was created when Steve Turner retired.

**Citizen's Comments**

There were no citizen's comments made but Selectman Stone took the opportunity to compliment Ms. Kathy Bailey for the recent article she wrote regarding the Town's concessions stand. He commented she provided a lot of background on the project.

• **Recess**

6:15pm – Chairman Alexander indicated he would call a brief recess in the meeting because they were ahead of schedule and the next appointment had not arrived yet.

• **Call to Order**

6:25pm – Chairman Alexander called the meeting back to order.

• **Planning Board Update**

Present: Mr. Fred McGarry, Planning Board Chair

Chairman Alexander advised Mr. McGarry of the information pertaining to continuing to collect Impact Fees, for the Transfer Station, even though the Bond has been paid off.

Chairman Alexander indicated the other reason they requested Mr. McGarry to attend this meeting was to discuss the concerns surrounding what happened with Wild Turkey Road. He requested Mr. McGarry could work with Mr. Mayberry to come up with the possibility of collecting additional fees per foot for new roads due to costs and expenses.

**Fee Collection**

Mr. McGarry advised the Statute is clear the fees collected cannot be used for O&M such as maintenance but can be used for Capital Improvements.

Selectman Barry suggested designating the fees for Capital Improvements for the Highway Department to use as a general fund for purchases such as a new truck or equipment like plow blades. They can probably get something set up.

Mr. McGarry indicated the Master Plan study has indicated the need to look at Road Impact Fees. It was pointed out that they may be selling themselves short by only collecting \$500 per household.

Chairman Alexander indicated he is not a fan of Capital Reserves but it could be a good way to control the funds. Selectman Barry added Capital Reserves is a good way for paying outright for things.

#### Road Acceptances

Chairman Alexander reiterated the issues surrounding Wild Turkey Rd and the confusion associated with the residents thinking their road was automatically accepted by the Town. He clarified the need to make it clear to those involved that acceptance of roads is not automatic. The Planning Board also needs to make this clear to the developers.

Selectman Barry stated it has come to a time when they need to get a written record when developers come in for plan approval. It is not the developer but the homeowners who are coming in questioning why their road is not going to be maintained. Mr. McGarry suggested having developers sign off on the actual drawings. Selectman Barry added it is also the developer's duty to homeowners to make it clear the road is a private road and will not be town maintained.

Chairman Alexander commented about a suggestion a resident had made during the Wild Turkey Road Public Hearing which included placing signage on the road indicating it was a privately owned road so prospective buyers can be aware the road will not be maintained. Selectman Barry advised more than one resident stated they would not have purchased homes in the development if they knew the road was not a town maintained road.

Selectman Stone advised the residents indicated Mr. Disisto, the Developer, stated the Town would accept the road. Developers need to know they cannot do that. Mr. McGarry advised Mr. Disisto who was aware of the Town's road acceptance policy.

Ms. Frances Menard questioned if the Impact Fees were for the road portion. She advised Mr. Alan O'Neal questioned the dollar amount per mile to maintain the road and then asked if the Impact Fees charged with Building Permits were still based on the Bond issue with Brown Road. Mr. McGarry advised it was more general now.

Ms. Menard questioned about roads in need of rebuilding. Chairman Alexander commented they are in a catch-22 because they budget an amount of money to cover roads for the year but then they add roads and in turn, need to add money to cover those roads.

Mr. McGarry stated he would speak with Keach & Nordstrom to see what other towns are doing. Possibly they need to consider a fee to accept roads in order to automatically provide up front funds to the Town for maintenance. Chairman Alexander commented there are more and more subdivisions going in as less and less existing road frontage is available. They also have to take into consideration the extra mileage and time to get to the added roads to maintain them.

Mr. McGarry commented it has been easier to just say an amount per lot but they probably should look at that amount. Chairman Alexander added they need to have an explanation why; they just can't arbitrarily state something.

#### • Adjournment

6:39 pm

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

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