

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
August 6, 2007  
MINUTES**

**Call to Order**

**5:30pm** Chairman, Stephen R. Barry called the Meeting to Order

**Pledge of Allegiance to the Flag**

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

**Roll Call:**

Present: Stephen R. Barry, Chairman; R. Andrew Robertson, Vice Chairman; Joseph E. Stone, John Reagan, and Walter Hooker, Selectmen

Also Present: Cynthia Heon, Town Administrator; Diane LaFrance, Recording Secretary

**Awarding of Bids**

Present: Fire Chief and Building Maintenance Supervisor, Mark Tibbetts

~ Re-roofing George B. White Building

Chief Tibbetts recommended the bid for re-roofing the G. B. White Building be awarded to the A. W. Therrien Company.

MOTION: Selectman Joseph Stone made a motion to award the bid for re-roofing the G. B. White Building to Therrien Roofing. Seconded by Selectman R. Andrew Robertson.

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

Discussion: Chief Tibbetts noted the work was anticipated to be complete by mid-September.

~Water Conditioning for the South and Central Fire Stations

Chief Tibbetts recommended awarding the bid for the water conditioning systems for Central and South Fire Stations to Lindsay Water Conditioning, Inc. of East Hampstead, New Hampshire. This work is to be completed prior to Old Home Day, August 18<sup>th</sup>. The bids ranged from very high to very low. Chief Tibbetts stated the Town has used the Lindsay Water Conditioning Company in the past and has been satisfied with their service and they have always treated the town fairly. Lindsay Water was not the cheapest nor were they the most expensive of the estimates received for the job.

MOTION: Selectman Joe Stone made a motion to award the bid for water conditioning to the Lindsay Water Conditioning, Inc. Seconded by Selectman R. Andrew Robertson.

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

**Point of Order**

**5:33pm** Selectman Andrew Robertson let the room and returned 5:35pm.

**Parks and Recreation Department**

Present: Joe Manzi, Parks and Recreation Director

~Bicentennial Field

Joe Manzi stated they need to come up with a maintenance plan for the driveway leading down to Bicentennial Field on the far end near the Post Office. At this point in time, people need to have a 4-wheel drive vehicle in order to use the driveway.

It's been suggested a plan be included in the 2008 Budget for regular maintenance of the parking lot and driveway. It's been recommended we use gravel (at least 3 loads) to fix the pot holes, and level the ground of both the parking lot and driveway. Selectman Stone will ask the Highway Agent if the road could be repaired by the Highway Department. Chairman Barry added it appeared Mark Tibbetts had spread and leveled out the gravel in the parking lot near the edge of the roadway across from the G. B. White Building.

Vice Chairman Robertson recommends we implement a plan whereby people are dropped off at the gate going to the field. It was also suggested the Town start the process needed to have a crosswalk that lined up with the area of the gate for the safety of the people parking across the street and the children crossing when they are being dropped off. Mr. Manzi said he would look into this and would get it done as soon as possible.

~Bicentennial Field/Concession Stand

Joe Manzi also would like to see the concession stand finished. Mr. Manzi pointed out that we are coming into the soccer season and would like to have use of the concession stand. He believes all that needs to be done is the electrical. Mr. Manzi stated Alex Cote, Highway Agent, is just waiting for a date to dig a trench.

~Old Home Day - 2007

Old Home Day for 2007 will be held on Saturday, August 18th weather permitting. The rain date will be Sunday, August 19th. Reminder phone calls will be made and posters have been placed in strategic locations. There are T-shirts available for staff in the Recreational Departments Office.

**Point of Information**

Chairman Barry questioned a young citizen of Deerfield, present this evening, if there was something the Board of Selectmen could help him with. The young man's response was he was attending the meeting to earn a merit badge for communications. Chairman Barry welcomed him on behalf of the Board.

**Transfer Station**

Present: James Alexander, Transfer Station Director

Jim Alexander requested a recap of his position, as Director at the Transfer Station along with what is expected, what his authority as manager of the Transfer Station involves, and whether the Board of Selectmen still felt he was the person for the job. Chairman Barry described the expectations along with an explanation of authority; Mr. Alexander was considered a Department Head.

Mr. Alexander recalled how the position came to be; Chairman Stephen Barry made the motion, Vice Chairman Andrew Robertson seconded the motion. The vote, when taken, was a vote in favor with Chairman Barry, Vice Chairman Robertson and Selectman Reagan voting. Selectman Stone and Selectman Hooker were absent.

Mr. Alexander indicated his responsibilities were explained, at that time, as; signing timesheets, approving accounts payable, making improvements to the facility, managing the budget and the evaluations of the employees working for/with him. Mr. Alexander believed the responsibilities included filling out the evaluation forms Mr. Alexander had just completed.

Mr. Alexander stated he was under the understanding the evaluation forms which he had just completed were done incorrectly as indicated by Selectman John Reagan. Mr. Alexander stated he didn't feel it was proper the Board do the evaluations or even correct what he had done without notifying him. Mr. Alexander felt and said "bottom line he's not the person for the job if the Board is going to go around him or not allow him to do his job".

Selectman John Reagan then apologized for his actions, and stated once again he felt Mr. Alexander was the most qualified and best person for the job of Transfer Station Director. Mr. Alexander did not accept the apology.

Selectman Hooker asked Cindy Heon what she thought of Mr. Alexander's evaluations and how the evaluations were completed. Ms. Heon's response was they were different, however they really weren't any different than most other departments.

Mr. Alexander stated he wants to stay involved and hold his position as Transfer Station Director as long as he is able to do the job as he sees fit. If anyone doesn't like something he is doing, or has done, they need to speak to him first so he knows what it is and is informed properly. Just as he must use the correct channels he expects the same respect.

It was Chairman Barry's opinion that Mr. Alexander is in charge of the Transfer Station 100%. All the Selectmen agreed Mr. Alexander is doing a great job.

Chairman Stephen Barry also stated the taxpayers have commented on the morale and improvement with resident interaction with the employees at the Transfer Station; especially Kyle Mandigo. Mr. Alexander noted that he has heard comments such as Kyle Mandigo is a refreshing change and ladies are even bringing him cookies.

Chairman Barry reminded all attending, and the Selectmen, Mr. Alexander still does not get paid for his job as Transfer Station Director. Chairman Barry offered Mr. Alexander a salary. Mr. Alexander refused and stated he would quit if they tried to pay him. Mr. Alexander was offered double the salary. Still refusing he stated he would quit; he doesn't do his job for the money.

~Casella /Waste Management & Medical Waste

Mr. James Alexander stated we had a trailer removed from the Transfer Station which set off the Radioactive Alarm. The problem or cause was found to be medical waste and the Town will be billed at a later date. Iodine was the cause and is usually not distributed by hospitals but can be distributed by the Doctors Office. The iodine waste is contained and held for the proper amount of time before it is disposed of.

#### **Review of Outstanding Minutes July 16, 2007**

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the July 16<sup>th</sup> minutes as written. Seconded by Selectman Joe Stone.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor. The Minutes of July 16, 2007 stand approved as written.

#### **Vouchers**

#### **Payroll \$39,680.27**

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the Payroll Voucher in the amount of \$39,680.27. Seconded by Selectman Joe Stone.

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

**Accounts Payable Vouchers \$484,229.57**

Chairman Barry read the Accounts Payable Vouchers as follows:

\$403,888.30  
\$ 1,726.98  
\$ 80,341.27  
Total: \$484,229.57

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the Account Payable Vouchers in the amounts previously read by Chairman Barry. Seconded by Selectman Joe Stone.

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

**Other Business**

Chairman Stephen R. Barry brought forward a request from the Highway Agent which concerned overtime pay for less than 40 "worked" hours. Employees took bereavement time but had worked overtime at the beginning of the week. The policy allows for overtime after 40 hours of "worked" time. The Highway Agent requests the policy be waived in this instance and the overtime be granted.

Following discussion, the Board of Selectmen concurred that overtime not be granted as Section 4.2 of the Personnel Policy did not allow it.

**Signatures Requiring a Vote**

~Refund Request

Karen Holt/Incorrect List Price Used

MOTION: Selectman Walter Hooker made a motion to grant the refund request to Karen Holt. Seconded by Vice Chairman R. Andrew Robertson.

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

~Renewal Contract/Maintenance on Ad Tran Hardware (2); TZ 170 Sonic Wall

The renewal contract was before the Board for signature. The renewal cost is \$535.05.

MOTION: Vice Chairman R. Andrew Robertson made a motion to approve the contract and have Chairman Barry sign on behalf of the Board. Seconded by Selectman Joseph Stone.

VOTE: Chairman Barry called for the Vote. It was a Vote in Favor. Chairman Barry signed the renewal agreement with Ad Tran.

~Appointment/ Deputy Overseer of the Welfare /Melanie Watts

MOTION: Vice Chairman R. Andrew Robertson made a motion to appoint Melanie Watts as Deputy Overseer of the Welfare for a term ending April 30, 2008. Seconded by Selectman Joseph Stone.

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

**Signatures Not Requiring a Vote**

- Timber Tax Levies  
Matthew Bognaski  
Map 411 Lot 10 Sub Lots 1-14

Selectman Joseph Stone raised the question regarding a road bond not being returned because of road damage. Selectman Stone wasn't clear if the road bond for a timber cut was Mr. Bognaski. Selectman Stone asked Mrs. Heon to verify that it wasn't the same individual. The documents were signed in the event it wasn't the same individual.

**Review of Correspondence**

- E-Mail/Mary Dillon/Re: Road Repair concerns Haynes and Mt. Delight Roads  
Highway Agent, Alex Cote indicated to the Board the paving should begin around August 28<sup>th</sup>.
- Letter/Deerfield Fair Association  
Re: Hazard Mitigation/photographs of well heads  
The Selectmen read the letter and agreed that if the Deerfield Fair Association did not want photographs taken of the well heads then they should not be done. A letter will be sent thanking the Deerfield Fair Association for their understanding and cooperation.
- E-Mail/Dennis Smith/Re: Code Enforcement Issue  
An individual asked if there was a deadline or completion date which could be enforced on a building permit. The Building Inspector responded to Mr. Smith advising him there were no deadlines for completion of work once a building permit is issued.
- Letter/Anonymous/Danielle Way  
This letter was signed from "Danielle Way". Since there was no return address or a spokesperson for the residents on Danielle Way, the Board will not respond to the inquiry.
- E-Mail (3)/Alex Cote, Highway Agent/Re: Candia Road/Mt. Delight Logging/Mowing Issues in Subdivisions

The Highway Agent provided information to the Board of Selectmen concerning Candia Road, a logging operation on Mt. Delight Road and mowing issues in subdivisions.

It was determined, at this time; the logging complaint (bond not released) is concerning the same individual, Matthew Bognaski as previously mentioned. The Board asked Ms. Heon to follow up with Mr. Cote to learn if this road repair issue has been resolved. The Timber Tax levies will be held until the answer is known concerning the Road Bond.

~Insurance Budget Backup/Government Buildings Backup

Chairman Stephen Barry asked Selectman Hooker if the information provided on the Insurance Budget and Government Buildings Budget was sufficient. Selectman Hooker stated it was.

~E-Mail/Selectman Hooker to Chief Greeley/Re: Pleasant Lake Fish and Game Parking Lot and Pleasant Lake Association Concerns

Vice Chairman Robertson stated Fish and Game should be asked for clarification on several areas of concern; signage, is there enough and is it correct; location of spaces; proper marking of spaces; whose

responsibility is it to ticket those illegally parked. Chief Greeley has indicated he will have Officers monitor the area.

~Follow-up/E-Mail/Jim Cannon-Re: Number of Police Officers

Chief Greeley has provided information on the number of Police Officers with statistics and facts. A new position was not created; an old position is being filled.

- E-Mail/Donald Daley/Re: Expenditures Questions and Police Department Questions

The response from Chief Greeley will be forwarded to Mr. Daley. The Town Administrator will work on a response to the questions concerning Town Administration. Chairman Barry noted that the Board has asked, on several occasions, for volunteers to videotape Selectmen's Meetings. No one has come forward.

- Copy of Letter/Deerfield Conservation Commission/Lindsay Woods

Commission monitoring of Lindsay Conservation Easement led to a letter to Mr. Therrien asking the resident to remove items from the easement.

### **Unfinished Business**

There was no Unfinished Business brought forward.

### **Other Business**

~Metrocast Cablevision

Vice Chairman Robertson mentioned an e-mail distributed by Bonni McPherson, IT, who noted fluctuations in connectivity to the Internet via Metrocast. Vice Chairman Robertson pointed out this had been going on for a week or two. He wasn't sure what options the Town of Deerfield had since the Town was still under contract with Metrocast. Chairman Barry had not noticed the fluctuation. Vice Chairman Robertson has noticed fluctuation while working in a neighboring town. The concerns will be forwarded to Mrs. McPherson to look into what can be done to correct the problem. The Metrocast Contract should be reviewed. The suggestion was made to revive the Cable Committee and seek people to serve on the committee. The Cable Committee was productive in the past.

### **New Business**

There was no New Business brought forward.

### **Citizen's Comments**

Wendy Bailey, from Frances Avenue, thought the developers had walked away from Frances Avenue and Danielle Way. Mrs. Bailey questioned if the Town owned the roads.

Selectman Reagan said there were funds left in the bond to assist the Town in finishing the roadways. When the Town Engineer and Highway Agent indicate the roads are done to their satisfaction, the bond can be released. The developer never attempted to plow or maintain the road. There is still paperwork to be done.

Chairman Barry stated that at this time the official change, from Private Road to Town Roads, has not occurred but the Town is maintaining the roads.

~Culvert/Gulf Road

A member of the Pleasant Lake Association was in attendance. He questioned the replacement of the culvert at the North end of Pleasant Lake on Gulf Road. Since the culvert is the Town's responsibility, the individual wanted the Town to know the culvert being considered for installation is not adequate.

Vice Chairman Robertson stated the Town has been assured by the Department of Environmental Services (DES) the culvert would be adequate. There was also mention the Town should not replace the culvert separate from the dam renovations project. Both projects should be done at the same time.

The individual stated that the remarks were consistent with the statements made the last time the Pleasant Lake Association came before the Board of Selectmen. He thanked Representative (Selectman) John Reagan for his work at the State level.

#### **Town Administrator's Report**

Chairman Barry noted one item on the Town Administrator's Report the Board should take note of which is a Public Hearing to enable the FEMA reimbursement funds to be spent. The Public Hearing will most likely occur within the next few weeks.

**6:36pm** A Short recess was called before Nonpublic Session began. The recess ended at 6:42pm.

This section of the minutes was recorded, transcribed and respectfully submitted by Diane LaFrance, Recording Secretary.  
Pending approval by the Board of Selectmen.

#### **Nonpublic Session**

**6:42pm** Selectman Joe Stone made a motion to enter a Nonpublic Session under RSA 91-A:3,II(c). Selectman Stone read the section of the Statute that applied to this Nonpublic Session. Vice Chairman Robertson seconded the motion.

**Roll Call Vote:** Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

**6:47pm** The Nonpublic Session ended.

#### **Minutes Sealed**

**MOTION:** Selectman Joe Stone made a motion the Minutes of this Nonpublic Session be sealed 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.

**Roll Call Vote:** Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

#### **No Action/No Decisions**

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

#### **Director of Emergency Management**

**MOTION:** Selectman John Reagan made a motion that James Cannon be appointed Emergency Management Director and Linda Perry and Aaron Cady be named members of the Emergency Management Team. Seconded by Selectman Joe Stone.

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

#### **Nonpublic Session**

**6:48pm** Selectman Joe Stone made a 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. Vice Chairman Robertson seconded the motion.

**Roll Call Vote:** Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

**7:35pm** The Nonpublic Session ended.

**Minutes Sealed**

**MOTION:** Selectman Joe Stone made a motion the Minutes of this Nonpublic Session be sealed 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.

**Roll Call Vote:** Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

**No Action/No Decisions**

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

**Adjournment**

**7:36pm** Selectman Joe Stone made a motion to Adjourn. Seconded by Selectman John Reagan. Chairman Barry called for the Vote. It was a Vote in Favor. The August 6, 2007 meeting is adjourned.