

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
AUGUST 27, 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 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 C. Hooker, Selectmen

Chairman Stephen R. Barry made the following announcements: Avitar Associates cancelled and will not be attending tonight's meeting; the Police Chief, Michael Greeley is here and the Board will speak to him at 6pm; there are many documents in the Signature File so the Board will begin with Signature File.

**Signatures Requiring a Vote**

**Vouchers**

- Payroll Manifest for the Town of Deerfield \$41,633.28

MOTION: Vice Chairman Robertson made the motion to approve the Payroll Manifest. Seconded by Selectman John Reagan

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

- Three (3) Accounts Payable Manifests for the Town of Deerfield totaling \$87,239.91

MOTION: Vice Chairman Robertson made the motion to approve. Seconded by Selectman John Reagan.

VOTE: Chairman Stephen R. Barry called for the Vote. All were in favor.  
The Accounts Payable Manifests were signed.

**Signatures Not Requiring a Vote**

- Letter to Mary Dillon, from the Board of Selectmen, thanking Mrs. Dillon for her volunteer work at Peg King Park.
- Letter to Lionel MacEachern stating the Board of Selectmen accepts the "DRA Review of Assessment Practices for Municipality of the Town of Deerfield's Property Tax Year which began April 1<sup>st</sup>, 2006".
- Warrant for the Collection of Land Use Change Tax.  
There were four Land Use Change Tax Warrants totaling \$ 77,147 (Seventy-Seven Thousand, One Hundred Forty- Seven Dollars).

**Signatures Not Requiring a Vote Continued**

- Notices of Intent to Cut
  - 1) Map 408 Lot 46 Curry
  - 2) Map 408 Lot 45 Curry

**Point of Clarification**

Chairman Barry stated the Warrants before the Board all needed to be resigned because the original Warrants were not billed within 30 days; therefore, the Warrants expired.

- Gravel Tax Levies
  - 1) Map 209 Lot 35 Nellie Rollins
  - 2) Map 406 Lot 8 Paul M. Smith

Selectman Walter Hooker asked "Are all these Gravel Pits still active?" Chairman Barry responded not all the Levies being signed were Gravel Taxes; there are also Timber Tax Levies included. Chairman Barry also asked Cindy Heon if the Gravel Pits are active and Mrs. Heon responded yes.

- Timber Tax Levies
  - 1) Map 420 Lot 57 Michael J. Coleman and Yvonna Coleman-Larson
  - 2) Map 409 Lot 54 Hanna Gile Beye, Trustee
  - 3) Map 420 Lot 12 Sally J. Cannon and James Cannon
  - 4) Map 423 Lot 53 Kenneth Carlton III and Kimberly Carlton
  - 5) Map 413 Lot 69 Anne Crowley, Trustee
  - 6) Map 414 Lot 11 Rollins Family Trust
  - 7) Map 208 Lot 05 Roger Mathes
  - 8) Map 414 Lot 150 David Hersey
  - 9) Map 405 Lot 53 Irene B. Shores, Trustee
  - 10) Map 405 Lot 93 David A. Gattuso and Pamela A. Gattuso
  - 11) Map 407 Lot 25 Charles P. Kelsey and Cynthia H. Kelsey

**Point of Order**

**5:45pm** Chairman Stephen Barry suggested the Board of Selectmen hold off on the remaining "Signatures Not Requiring a Vote" and move on to Joe Manzi of Parks and Recreation Department.

**Parks and Recreation**

Present: Joe Manzi, Parks and Recreation Director

- Old Home Day

Chairman Stephen Barry stated he would like to first thank Joe Manzi for the fantastic Old Home Day. Old Home Day wouldn't have been as great a success if it wasn't for all his hard work and dedication. Joe Manzi responded by stating he appreciated the help and support he received from everyone.

- Veasey Park

**Lifeguards** -- Joe Manzi, Parks and Recreation Director stated as of tomorrow we will no longer have a full staff of lifeguards for the Veasey Park Beach. Most are back at college leaving us with one qualified guard who will be starting High School shortly.

### **Parks and Recreation Continued**

Mr. Manzi posed questions; "Should we close the beach? Can we have only one guard on duty? Should we just post it swim at your own risk?" Vice Chairman Andrew Robertson responded by answering the questions stating he would be comfortable with signing the Beach area "Swim at Your Own Risk". Selectman Reagan agreed and all other Selectmen followed in agreement. Chairman Stephen Barry then stated he wanted Mr. Manzi to be sure the Beach is posted accordingly and maybe have a Police Officer swing by now and then. Selectman Hooker asked Mr. Manzi if he had any other work for the one lifeguard remaining, Mr. Manzi responded no, and she is all set.

The Board agreed the Beach is to be posted accordingly with the "Swim at Your Own Risk" signs and the Police will check in.

*Summer 2007 Activity* -- Mr. Manzi was then asked how the summer had gone and were there any problems which occurred at the Beach this year. Mr. Manzi responded there really were no problems this year except this past weekend when a boat arrived at the beach and was asked to leave a couple of times nicely and did not want to do so giving the guard on duty an attitude.

A Police Officer arrived and the crew on the boat said they didn't know the rules. The Officer calmly asked them to leave again and they went on their way. Mr. Manzi was then asked again by Selectman Joseph Stone if there were any problems with vandals or anything of that nature which occurred. Mr. Manzi responded no.

Vice Chairman Andrew Robertson noted the vandals appear to be concentrating on the Four Corners at Meetinghouse Hill Road, Mount Delight Road, Church Street and Old Centre Road.

### **Unfinished Business**

- Bicentennial Field/Electrical Line Installation

Present: Joe Manzi, Parks and Recreation Director; Dwight Barnes, Parks and Recreation Commissioner; Alex Cote, Highway Agent

Vice Chairman, Andrew Robertson brought forward his concerns about the trench for the electrical line still not being dug. Dwight Barnes has called Alex Cote, Highway Agent to see if he could dig the trench on either Thursday or Friday of this week.

Mr. Cote responded stating he was not comfortable digging the trench if the work was not going to be completed the same day. Mr. Cote went on to say he would like to see everything done all at once and does not want the trench dug and then the hole left open for any period of time.

Mr. Manzi, Parks and Recreation Director stated this is where we are having the problem coordinating volunteers to help. Selectman Stone then suggested someone dig the ditch, leave it open and tape it off with caution tape and so forth. We have done this in the past why not now. Selectman Stone then went on asking what the ditch was actually for. The response was to lay the conduit used for the electrical wiring.

Chairman, Stephen Barry stated he would like to see the ditch dug this Friday, the day before Labor Day weekend and volunteered to do it himself if the problem we are having is when and who is going to dig this ditch.

Joe Manzi didn't know if the problem for Mr. Cote is the liability or what. It is just that we need it to happen.

### **Bicentennial Field-Electrical Line Continued**

Vice Chairman Andrew Robertson indicated Rick Pelletier wasn't clear if he could use work time or not to complete this project. The Board agreed Mr. Pelletier could use the minimum amount of work time to complete what needs to be done for this project.

Chairman Barry went on to say they could use the caution tape and get the trench dug by Friday. Dwight Barnes offered to check with Rick Pelletier to set up the date and time. The Highway Agent has stated he has no problem with digging the trench on Friday at the Bicentennial Field and using the cones and caution tape to make residents aware of the trench. Joe Manzi and Dwight Barnes will inform Mr. Pelletier the trench is ready so Mr. Pelletier can complete the job.

- Crosswalk

Present: Joe Manzi, Parks and Recreation Director; Police Chief, Michael Greeley

Mr. Manzi and Chief Greeley wanted to discuss the crosswalk placement and the letter received from to State of New Hampshire to the Town of Deerfield several years ago. The letter from the State of New Hampshire declined the request for a crosswalk in the vicinity of the G. B. White Building due to ADA regulations, which are not being met due to the surface and pitch of the parking area and no sidewalk along the road.

The Board of Selectmen was concerned about this issue and feels this is a safety concern and wants this issue resolved. Vice Chairman Robertson asked if the Town put in a crosswalk is it illegal. Police Chief Greeley didn't know but would find out.

Selectman Hooker posed several questions: Does a crosswalk require a certain sight distance? What if we didn't do the crosswalk where we originally requested but a little further down would this do any good? Police Chief Greeley didn't know if that would help and offered to find the answers.

Vice Chairman Robertson expressed the need to talk to our State Representatives who could then address the Board's concerns through legislative efforts. Not having a crosswalk is endangering our children. Vice Chairman Robertson then suggested we refer to the ADA's acceptance of the ambulance access and handicapped parking at Bicentennial Field. All Selectmen agreed this was the approach to take. Selectman Stone suggested we reference the original letter mailed several years ago regarding this concern.

It was then mentioned to Joe Manzi to be sure he put the money in the budget for next year for doing all the improvements. Mr. Manzi responded he is working on this with Alex Cote, Highway Agent.

### **Sharon Larson, Tax Matter**

#### **Nonpublic Session**

**6:00pm** Selectman Joseph Stone made a motion the Board enter a Nonpublic Session under RSA 91-A:3,II(c). Selectman Stone read the section of the Statute that applies to this Nonpublic Session. Selectman John Reagan seconded the motion.

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

**6:09pm** The Nonpublic Session ended.

**Minutes Not Sealed**

The Minutes to this Nonpublic Session were not sealed.

**No Action/No Decisions**

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

**Action**

MOTION: Selectman Joseph Stone made a motion the Board waive the interest due on Sharon Larsen's tax bill due to the mistaken amount of the check. Seconded by Selectman John Reagan.

Discussion: It was noted that an abatement would be prepared and submitted to the Selectmen, at their next meeting, for signature.

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

**Signatures Requiring a Vote Continued**

- Locating of Town Lines between Candia/Deerfield (Perambulation)

Chairman Barry explained why boundary lines are perambulated every so many years. This past year, the Candia/Deerfield line was verified.

MOTION: Vice Chairman Andrew Robertson Motioned to accept the Perambulation as presented by the Town of Candia. Seconded by Selectman John Reagan.

VOTE: Chairman Stephen Barry call for the Vote. It was in Favor.

Selectman Hooker stated if we have any questions ask Fran Menard as she knows where all the Town boundaries are. It was added that Cynthia Tomilson assisted Fran Menard.

- Special Officer Appointment

Chairman Barry asked Chief Greeley what is a "Special Officer"? Chief Greeley explained an example of a Special Officer is an individual who works at the Deerfield Fair. This individual will retire in two weeks as a Police Officer and will no longer be under the jurisdiction of a Police Department, thus the need to be appointed and sworn in.

MOTION: Selectman Joseph Stone motioned to approve the request of Chief Greeley for the Special Officer for the Deerfield Fair. Seconded by Vice Chairman, Andrew Robertson.

VOTE; Chairman Barry called for the Vote. All votes in Favor.

- Lease for McKenna Flutes

Selectman John Reagan does not want to see this request approved at the current rental rate. Selectman Reagan stated he would rather recover the space being rented by McKenna Flutes for Town use.

Chairman Stephen Barry said he does not agree with Selectman Reagan and stated he is not throwing anyone out.

Vice Chairman Andrew Robertson suggested a market survey be done of what we are charging for a rental fees and what Deerfield Business Center is charging. From there, the Board could decide on a fair rate to

charge or whether the using the space by the Town would serve a better purpose. Once a survey is completed the Board will resume discussion of this matter and make their decision. Everyone agreed the Town has not adjusted their rental rates for some time.

- MS-1 Extension

Chairman Stephen Barry indicated the extension was being requested because Avitar Associates had been unable to complete all the assessing work necessary to generate the MS-1 Form required by the Department of Revenue Administration (DRA) on September 1st of each year.

MOTION: Selectman Joseph Stone motioned to sign the MS-1 Extension form. Seconded by Vice Chairman Andrew Robertson.

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

Selectman Walter Hooker asked how this would affect the Tax Rate Setting. Chairman Barry deferred to Cindy Heon, Town Administrator. Ms. Heon indicated she requested an October 1<sup>st</sup> deadline and the work should be completed within that window of time. Deerfield typically sets the tax rate early October which would leave enough time for the document to be filed.

#### **Police Department –Chief Michael Greeley**

Present: Chief of Police, Michael Greeley

- Police Chief Evaluations and Wage Increases

Chairman Stephen Barry's opening remarks indicated that some of the conversation would be public but there may be a need to go into a Nonpublic Session.

Vice Chairman Andrew Robertson expressed some concern as to why this matter is being discussed again. Chairman Barry then added the Police Chief has some concerns with the evaluations, raises and the time period in which the raises will be given. Selectman Joseph Stone stated he and Police Chief Greeley had already spoken.

Police Chief Greeley stated he did not believe the 2007-2008 wage increases for the Police Department, and effective date of January 2008, are fair. Chief Greeley also spoke to other Town Employees and not just the Police Officers and everyone agreed the changes, or raises, were expected this year and not January of next year. If the evaluation of an employee was given in July that employee should not have to wait until January 2008. It didn't seem fair.

Police Chief Greeley went on to tell the Board of Selectmen he has the money in his 2007 Budget for the wage increases. Changing the raises this year to making them effective in January 2008 was not properly noticed. If you the Board decide you want to change the way wages increases are given, a notice needs to be given. We could look at how we give the raises next year say in July, or August, and inform the employees the raises will not take effect until January 2009.

Police Chief Greeley went on to explain the difference in the wage increases he proposed to the Board of Selectmen and the wage increases the Board granted is only \$2.96 per hour less then his proposal or a total of \$ 119 per week which can be funded from the 2007 Budget.

Chief Greeley stated his Officers are not, nor has any one threatened to leave, but the Officers in the Town of Deerfield are paid less then surrounding towns. Some are a lot lower on the Deerfield pay scale than

### **Police Chief Evaluations and Wage Increases Continued**

others. There is no one working in the Police Department with less than 3 years experience and I don't want to lose any of them. We have invested a lot of money into the Officers in my Department with training, classes and I know my Officers and I don't want to see anyone leave.

The Town of Derry just had an opening and received 55 applications but hired no one. This clearly shows how hard it is or can be to replace good Officers. I know my Officers and they would be very hard to replace, in fact, it would cost the Town of Deerfield money.

Chairman Barry took exception to an employee assuming they would receive a raise at a certain time. The Board does what they can afford to do and the taxpayers have voted in favor of proposed wage increases in the past. It is not a guarantee that a raise will be granted and in what amount. If there was to be a change, Chairman Barry favored the effective date changed for all departments.

The questions before the Board was did the Board want to go with the recommended increases suggested by Chief Greeley originally, with an effective date of today. Chief Greeley then stated he was not asking for the changes to take effect for his Department only but for all departments.

Vice Chairman Robertson said after he had voted to delay the wage increases he didn't really agree with his decision. Vice Chairman Robertson looked at neighboring towns and found Deerfield to be more fiscally conservative. Vice Chairman Robertson favored Town employees wage increases to be granted in 2007 and would entertain an effective date of September 1<sup>st</sup>, 2007.

Selectman Joseph Stone was sorry he was not here when the vote was taken to delay the increases. His thought was anyone who deserved a raise should get their raise. He is very comfortable with Chief Greeley and said he has seen good and not so good things come from the Police Department but still feels this is most likely the best Police Department we have had and doesn't want the Chief to lose anyone of his employees. The Chief has done a wonderful job. Selectman Stone thought increases should be retroactive.

Selectman Reagan was alarmed that the Chief of Police was soliciting a wage negotiation package, in effect representing employees and not the Town. He did not find it appropriate that a Town Official should represent the employees instead of the Town. In addition, Selectman Reagan did not like the threats he heard that members of the Police Department could leave if the Board did not change their decision to alter the time when raises would be effective. The Board heard the reasons for waiting for the increases and found it proper. Now, the Board is being bullied into changing a policy they established.

Selectman Hooker stated this is the first time he has been part of the process. He viewed the process as pre-defined and the change was made, for evaluations, from the date of anniversary to July with raises effective some time after that. Employees should not expect to get a raise for just doing their job. In some circumstances, they may not get a raise for another year. Selectman Hooker favored the way the process was handled; look at the evaluations; determine if work performance dictates an increase; and place it in the budget in January of the following year. If raises are in departmental budgets for the next year, the department is limited as to what can be offered for raises. Maybe the effective date, as established for this year, wasn't the best but the budget process would be cleaner and more understandable. Selectman Hooker did not like the way this was being handled. He didn't like threats even though they are perceived and maybe not actual.

**Police Chief Evaluations and Wage Increases Continued**

Chairman Stephen Barry believed the percentages given to the Board, by the Police Chief, are fair and they should replace the percentages chosen by the Board of Selectmen. He still did not see a problem using the effective date of January 2008. It was the right decision two weeks ago and it is the right decision now.

Vice Chairman Robertson pointed out that if January 1st date was used the Department Heads should be told. There was also the matter of informing the Department Heads the Merit Line wouldn't be funded. It will be expected, the raises are in the budget and the funding is covered.

Vice Chairman Robertson favored using the percentages the Police Chief recommended for the Police Department Employees.

Selectman Stone didn't think it was fair to spring the January effective date on the employees.

MOTION: Selectman Joe Stone made a motion to have all raises effective August 1, 2007 and as part of the policy for the upcoming year all evaluations will be due July 1st, review by the Board of Selectmen in August and raises, if granted, effective January 1st of the following year. Seconded by Selectman R. Andrew Robertson.

VOTE: In Favor 3 Opposed 2

Chairman Stephen Barry, Vice Chairman Andrew Robertson and Selectman Joseph Stone voted in Favor. Opposed were Selectmen John Reagan and Walter Hooker.

Chairman Barry was not happy with some of the griping from Town Employees from the perspective of when and where they believe they should get raises.

Chairman Barry recognized Police Chief, Michael Greeley who wanted to speak in his own defense. Chief Greeley did not believe he threatened anyone. As a Board of Selectmen, the request to Chief Greeley was to be fiscally responsible. Putting the raises in the budget, in his opinion, is being fiscally responsible.

Chairman Barry stated he truly believes the Board has taken care of all Departments and the Department Heads. The Department Heads think on behalf of the Town and everyone must remember they are all Town Employees. It is up to the Department Heads to let employees know what the program is and what they have been given to work with and then make it work.

Selectman Joseph Stone restated the process for evaluations and raises stating all 2008 evaluations will be done in July and forwarded to the Board in August and the employee will be forewarned their raise will not take effect until January of the following year.

Chairman Barry took exception to people assuming they will get a raise just because they were evaluated.

Highway Agent, Alex Cote brought up the question; "Evaluations are they no longer to be done on the anniversary date but on July 1 of each year? The response was yes. Mr. Cote didn't find anywhere on the form a place for the recommended increase. He did what was asked.

Chairman Barry pointed out there would be changes in the process in some areas and not in others. The Board noted the employees would be educated as to any changes that take place with the process in the future.

### **Police Chief Evaluations and Wage Increases Continued**

Bonita Beaubien, Chair of the Library Trustees, spoke on behalf of the Library indicating only one raise was recommended for Library employees. The Library itself is a different entity. The evaluations were turned in timely and they were a little upset not knowing when changes in the rate of pay were to take place. The Librarian was under the understanding that when the Board signed the evaluation the raise happened. They don't mind the change to January 2008 but would have preferred knowing that in advance.

Selectman Walter Hooker said the Department Head recommends the wage increase; it doesn't mean that it can't be accepted as is, raised or lowered.

Vice Chairman Robertson suggested they budget accordingly for what they need to do. He didn't see how the Board could change the process mid-stream.

Selectman Stone wanted to think that the Highway Agent, Town Administrator, Police Chief and Library Trustees knew what they were doing. The Library is governed by its own rules. Whatever it is that they have done the Board may like or not like, but they would take what they are presenting. It does not mean that the requests will be granted.

Chairman Barry believed there are good people leading the Town Departments and the Board of Selectmen should listen and accept their recommendations.

Ms. Beaubien stated the Library is pleased that the Board adopted the Wage Scale the Town is currently using. Ms. Beaubien thought this showed good oversight on the part of the Board of Selectmen.

**MOTION:** Selectman John Reagan made a motion to change the Personnel Policy to reflect that all raises are effective the first full pay period in the Month of January. Seconded by Selectman Walter Hooker.

**Discussion:** Selectman Reagan outlined the reasoning for this motion as providing clarity through the Personnel Policy that every year the raises approved for Town Employees would be put into effect in the first full pay period of January. For 2008, this would mean the raises would be effective January 2009. If there were to be no raises granted in 2008, then nothing would change in January of 2009.

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

### **Unfinished Business Continued**

- Bicentennial Field Electrical Continued

Chairman Barry asked Alex Cote, Highway Agent if he was comfortable digging the ditch this Friday and using caution tape and cones to lessen the liability. Mr. Cote pointed out he was in the middle of a reconstruction job and didn't know what Friday would bring. Selectman Reagan asked Mr. Cote if he had any time at all this upcoming week. Mr. Cote answered he didn't know. Chairman Barry asked if Mr. Cote could use an on-call employee. Mr. Cote indicated he was using all available on-call employees.

Chairman Barry questioned if the backhoe was available as he would use the equipment himself to dig the ditch. Mr. Cote couldn't commit to a day or time as to when the work could be done as he needed to line up Rick Pelletier to lay the conduit. Mr. Pelletier will be advised to work with Mr. Cote in accomplishing the task.

### **Review of Correspondence**

- Southern New Hampshire Planning Commission (SNHPC)

The SNHPC is looking for committee members for their Brownfield's project. The Board referred this correspondence to the Deerfield Conservation Commission and Planning Board for their possible involvement.

- Request for the Purchase of Three (3) New Town Website Addresses

Bonni McPherson requested the purchase of 3 new Web addresses for the Town costing \$14.95 each. This is a one time fee and we can only get this price now.

**MOTION:** Vice Chairman Andrew Robertson made the motion to approve. Seconded by Selectman Joseph Stone.

**VOTE:** Chairman Barry called for the Vote. All were in Favor of purchase 3 new Web addresses.

- Police Department Detail/Request for Reimbursement

Chairman Barry explained the request for reimbursement of a Police Detail was concerning a road detail that Chief Greeley filled because no one else could cover the detail. Selectman Reagan believes this is in regards to the time used on August 16<sup>th</sup>. Vice Chairman Robertson stated he had already spoken to Police Chief Greeley and understands this to be a bill of four (4) hours and will be billed back to Public Service of New Hampshire (PSNH). The Chief was asked by the Selectmen if there was any other coverage available for this detail. Police Chief Greeley responded "No".

Selectman Walter Hooker asked Chief Greeley what happens if a Police Officer of the Town, or the Chief, was not able to do the detail needed. Chief Greeley responded he would call other departments in surrounding towns for an available Officer. If no Officer is available, then the work cannot be done. Selectman Hooker then asked when and what jobs require a detail officer. Chief Greeley responded all work being done on main roads and State Roads. In some instances, a flag person is required.

**MOTION:** Vice Chairman Robertson made the motion to approve the request for reimbursement. Seconded by Selectman Walter Hooker.

**VOTE:** Chairman Barry called for the Vote. Vote was in favor.

- Request from Frank Mitchell/Re: NROC Use of Town Seal

**MOTION:** Vice Chairman Robertson made a motion to deny the request of NROC, through Frank Mitchell, to place the Town Seal on NROC documentation. Seconded by Selectman Walter Hooker.

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

### **Other Business**

- Installation Fire Suppression System in the Town Hall

Present: Frances Menard, Heritage Commission

Fran Menard explained that the contract would be coming soon but the Board did not have a meeting until September 10th. She wondered how the Board would handle this.

Chairman Barry stated he would Recess this meeting to the Call of the Chair and when the contract came in, and was approved by Town Counsel, the Board would be advised to convene to sign the document. The August 27<sup>th</sup> Meeting would then adjourn.

**Point of Order**

Chairman Barry stated he would now begin the Public Hearing on the expenditure of the FEMA Funds received, and to be received, by the Town.

**TOWN OF DEERFIELD  
PUBLIC HEARING FEMA RSA 31:95-b  
AUGUST 27, 2007  
MINUTES**

**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; Alex Cote, Highway Agent; Diane LaFrance, Recording Secretary

**7:00pm** Chairman of the Board of Selectmen, Stephen R. Barry convened the Public Hearing held in accordance with RSA 31:95-b. Chairman Barry read the Public Hearing Notice.

*Pursuant to RSA 31:95-b, adopted by the Town on March 12, 1994, the Board of Selectmen for the Town of Deerfield hereby gives notice of a Public Hearing to discuss spending by the Board of Selectmen of unanticipated money received, and which may be hereinafter received by the Town, from the Federal Government and State Government for the purpose of repairs and other work necessitated as a result of the April 2007 flooding event. The Public Hearing will be held on August 27, 2007 at 7pm at the G. B. White Building, Selectmen's Conference Room, 8 Raymond Rd, Deerfield NH.*

Chairman Barry noted the places where the notice was posted and the newspapers in which the notice was published.

Chairman Barry provided an explanation of why the Public Hearing was necessary and indicated how much the Town had received to date and what they hoped to be receiving in the future. The FEMA funds are for reimbursement of expenses directly relating to the April 2007 flooding.

Chairman Barry asked if there were any public comments. There were no comments from residents present.

**7:02pm** The Public Hearing held in accordance with RSA 31:95-b was declared closed by Chairman Barry.

**Attendance:** 4 Residents

### **Point of Order**

Chairman Barry stated the Board of Selectmen would resume business to be conducted under the Selectmen's Meeting of August 27, 2007.

### **Point of Information**

- FEMA Reimbursement Information

Vice Chairman Andrew Robertson offered a copy of the anticipated spending and reimbursement costs of the roads. He stated that anyone who wished for a copy, the information is available. The numbers reflect amounts agreed upon by FEMA, the State and the Town. FEMA and the State will have their own percentage of what will be reimbursed. The remainder will be the Town's expense.

Selectman Joseph Stone stated how well Alex Cote, Highway Agent, had done working hand in hand with FEMA, the State and the private contractors. This took a lot of hard work and it is appreciated.

Chairman Barry then asked if there was any opposition to spending the money requested and granted. There was no opposition. The entire sum anticipated can and will be spent to offset the expense of the road repairs still underway and any other departmental expenses due to the April 2007 floods.

Selectman Walter Hooker also took a moment to thank Mr. Cote for his hard work stating his work with FEMA and the State was to be commended. The entire Board agreed. Chairman Barry added he wasn't surprised stating coming from Mr. Cote, he didn't expect anything less than quality work. Thank you.

### **Review of Correspondence Continued**

- Letter from Jared Woodman

The original letter spoke of unfair treatment concerning assessing and taxation issues. The research is still continuing to learn if all the information in the Town Offices is now correct including making sure the house on the assessment records is the correct house. Mr. Woodman will be kept advised of the process. The matter should reach a conclusion by the next Board Meeting.

### **Review of Outstanding Minutes August 6, 2007**

**MOTION:** Selectman John Reagan made a motion to approve the Minutes of August 6, 2007 as written. Seconded by Selectman Joseph Stone.

**Corrections:** Page 3 of 8, first paragraph, first and second sentences, after "Reagan" delete "then" and replace with "stated he had already"; after "apologized" delete the remainder of the sentence and replace with "to Mr. Alexander".

The sentence to now read: "Selectman John Reagan stated he had already apologized to Mr. Alexander."

Page 6 of 8, last subject, "Culvert/Gulf Road"; note that the individual present was John Steeves, President of the Pleasant Lake Association.

**VOTE:** Chairman Barry called for the Vote. It was a Vote in Favor. The Minutes of August 6, 2007 are approved with the above noted corrections.

### **Town Administrators Report**

Chairman Barry read the updates in the Town Administrator's Report:

- (1) The request for committee members for the Brownfield's Committee (SNHPC Committee) has been referred to the Deerfield Conservation Commission and the Planning Board.
- (2) The MS-1 Extension request has been signed.
- (3) The parking lot of the G. B. White Building has been striped.
- (4) The 2006 books are in balance in the Town Clerk/Tax Collector's Office. Work on 2007 revenue is underway. Mrs. DeVarney will not be attending the Town Clerk's Conference this year to work on several outstanding projects.
- (5) The question concerning Hip Style was answered. The designation should have been Hip Style 045 and Hip Style 060.
- (6) Mrs. DeVarney, Town Clerk/Tax Collector has completed her second of four years of the certification process.
- (7) The 2008 budgets are due on September 7<sup>th</sup>.
- (8) Mrs. Heon will be away from the office but returning before the budgets are due on September 7<sup>th</sup>.

### **Unfinished Business**

Selectman Stone asked if Southern New Hampshire Planning Commission (SNHPC) will be here on September 17<sup>th</sup>. At this time, it is believed they should be.

### **Other Business**

- Bid Process

Chairman Barry stated there has been a problem regarding the roofing contract and how the lowest bidder didn't get the job after reading in the paper he was lowest bidder, which lead him to believe he had the roofing job. No one told him he did not have the job or have the job.

A phone call was made by the owner of the Roofing Company to the Town and at that time he was told his company did not get the job. The owner proceeded to state they were not comfortable with the bidding process used because we went with someone we already worked with though they were not the lowest. The owner went on to say just because they were lower doesn't mean they did a lesser job or just because you used someone before, and you liked their work, does this mean no one else should bid.

Chairman Barry responded to the phone call indicating the Town's Invitation's to Bid always carry a clause that the Town has the right to accept or reject any and all bids. In the future, Chairman Barry suggested the Town Administrator respond to all the bidders advising them if they were awarded the bid or rejected.

Selectman Joseph Stone feels the Board has been fair in their decision making process concerning bids and they do not have to always go with the lowest bid received. They need to go with who is best qualified, and need to notify all bidders within a certain period of time.

Chairman Stephen Barry and Vice Chairman Robertson agree we need respond to all bids received within seven (7) business days with a yes or no answer. Chairman Barry also stated the owner of the company is considering billing the Town \$1500 and/or possible lawsuit.

All Board members agreed the Town Administrator would take over bid process.

Selectman Hooker added we also need to be sure we provide equal specifications for all bids; maybe along with the specifications, indicate what we will base our decision on.

Chairman Barry added we really haven't had any problems of this sort that he can remember. Vice Chairman Robertson added there weren't any problems with the water treatment bid.

#### **Citizen's Comments**

Tom Dillon asked Chairman Barry how, or why, he decided to change the raise policy from a January date to effective immediately after evaluation.

Chairman Barry stated originally the January date was his idea. The reason for doing it this way is so it can be clearly put into the following year's budget. He changed his mind on the raise increase to start this year because he now knew next year it will be effective in the first pay period in January. The Board's original intent was to have it effective in January 2008 for this year's increases. There will be no raises paid out following the evaluation process in 2008; the raises will be effective January 2009 during the first pay period.

Maureen Mann asked if there was going to be anything planned in terms of handicapped accessibility projects for the Year 2008. In particular; the Library. Her concern was the longer that project is delayed the more chance there is for a lawsuit.

There are two areas that may see accessibility addressed in 2008; the Rod Swanson Gazebo Field area and Veasey Park.

Selectman Stone stated the Library is responsible for bringing the project forward and the Board of Selectmen will look to them for guidance.

#### **August 27, 2007 Meeting Recessed to the Call of the Chair**

Chairman Barry declared this Meeting would be recessed to the Call of the Chair for the purpose of signing the fire suppression contract when it has returned from Town Counsel and is ready for signature.

**7:25pm** Chairman of the Board, Stephen R. Barry, Recessed the August 27, 2007 Selectmen's Meeting to the Call of the Chair.