

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
AUGUST 27, 2007 - RECONVENED
MINUTES**

August 27, 2007 Meeting Reconvened

5:30pm By Unanimous Consent, of the Board of Selectmen, Chairman of the Board of Selectmen, Stephen Barry reconvened the August 27, 2007 Selectmen's Meeting.

Point of Information

Chairman Barry stated it was originally thought the Board would need to reconvene the August 27th Selectmen's Meeting to sign the contract involving the sprinkler system for the Town Hall. It was later learned the contract was signed and in place. Reconvening the meeting prior to now was not necessary.

Adjournment

5:31pm Selectman Joseph Stone made a motion to Adjourn the Reconvened Meeting of August 27, 2007. Seconded by Selectman John Reagan. Chairman Barry called for the Vote. It was a Vote in Favor. The August 27, 2007 Selectmen's Meeting is adjourned.

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
SEPTEMBER 10, 2007
MINUTES**

September 10, 2007 Selectmen's Meeting

5:32pm Chairman of the Board of Selectmen, Stephen Barry called the September 10th 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; Joseph E. Stone, John Reagan and Walter Hooker, Selectmen

Absent: R. Andrew Robertson, Vice Chairman

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

Point of Order

Chairman Stephen Barry noted for the record Vice Chairman Robertson would not be attending this evening's Selectmen's Meeting.

Avitar Associates of N. E. Inc.

Present: Loren Martin, Appraiser

Loren Martin, of Avitar, first apologized for not being in attendance at the August 27th meeting.

Ms. Martin brought packets of information for the Board of Selectmen concerning the update that was required, by the Department of Revenue Administration (DRA), to complete the certification process for the Town of Deerfield. Ms. Martin provided a detailed description of everything included in the packet.

Vacant land sales were reviewed. In 2005 there was some appreciation of value but towards the winter things changed. The activity level in the real estate market dropped in 2006 and 2007. Avitar didn't want to trend forward and capture a different market. The average sale was \$115,000, the median \$110,000. If an undeveloped factor was not applied, the rate was \$122,500. With a condition factor of 80, Avitar sought to bring the condition factor to 90 which would bring everything in line for the certification. The documentation provided reflects a condition factor of 90.

Loren Martin will be updating the records provided the Board accepts her report and then the MS-1 (DRA Form) will be printed.

The list of sales, improved and vacant land data, which was used, is included in Loren Martin's report. Everything is being brought back into compliance for the Town's Assessment Review.

Ms. Martin reviewed the vacant land on Freeses Pond. Although Freeses Pond was not a separate strata group, the values were disproportionate. Adjustments were made to bring values to a median range.

Notifying the taxpayers is a requirement as part of the update for the certification process. Ms. Martin pointed out a draft copy of the letter was included in her handout. She requested any changes the Board might find appropriate. The letter explains why the process was necessary.

Selectman Reagan requested the word "simplistically" be removed from the letter.

Ms. Martin explained the market has leveled off since 2005. Where she would have used forty sales there are only five or ten to work with now. Properties are staying on the market for an average of 120 days; some will say the average is longer.

The Coefficient of Dispersion (COD) is at 12 for this year. Anything under 20 means everyone is being treated fairly. This was taken into consideration during the update. In the end, everyone was treated the same way whether on water, owning vacant land, improved land, a house or a mobile home.

Motion: Selectman John Reagan made a motion to approve the update as presented by Avitar Associates of N. E., Inc. Seconded by Selectman Joseph Stone.

Discussion: Loren Martin asked if the letter is acceptable taking the word "simplistically" out. The Board replied yes adding another correction to make reference to five-year possessive.

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

In conclusion, Loren Martin re-stated she would complete the MS-1 tomorrow and mail out proposals for 2008 for the Board's review.

Neatline Associates

Present: Jim Deely

Mr. Deely presented what services he could provide to the Town of Deerfield. Neatline provides land use planning as well as planning in the area of emergency services, transportation and GIS services. Mr. Deely realized the Town worked with Southern New Hampshire Planning

Commission for some of the larger maps. Neatline would provide a quick turnaround for some of the smaller projects. They are located in Deerfield at the Lindsay Workshops. Mr. Deely believed they could have provided a quick turnaround for anything needed during the April flooding. Between everyone working at Neatline there is 25 years of experience. Documents 24 inches and 36 inches wide could be printed by Neatline.

Chairman Barry thanked Mr. Deely on behalf of the Board for coming forward with the kind offers of assistance.

Heritage Commission/Town Hall Accessibility

Present: Fran Menard, Heritage Commission Member

Fran Menard updated the Board on the fire suppression system for the Town Hall. Ms. Menard indicated at this time everything was ahead of schedule. Everyone is hoping the project will not take as long as expected. To avoid signing any other documents, signs were posted that no one enter the Town Hall while the construction detail was on going. Selectman Hooker questioned the schedule for finishing. It was indicated early October was the timeframe anticipated for completion. Selectman Reagan stated the first floor should be completed this week.

Review of Outstanding Minutes/August 13, 2007

Motion: Selectman John Reagan made a motion to approve the August 13th minutes as written. Seconded by Selectman Walter Hooker.

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

Vouchers

- Payroll manifest for the Town of Deerfield \$47,071.80

Motion: Selectman Joseph E. Stone made the motion to accept. Seconded by Selectman John Reagan.

Vote: Chairman Stephen Barry called for the vote. All were in favor.

- Three Accounts Payable Manifests for the Town of Deerfield totaling \$ 436,278.31

Motion: Selectman Joseph E. Stone made the motion to accept. Seconded by Selectman John Reagan.

Vote: Chairman Stephen Barry called for the vote. All were in favor.

Signatures Requiring a Vote

- Abatements/Requested by Town Clerk/Tax Collector

Sharon Larsen

Motion: Selectman Joseph E. Stone made the motion to approve. Seconded by Selectman Walter Hooker.

Vote: Chairman Barry called for the vote. Vote was in favor.

Donald E. Baker

Motion: Selectman Joseph E. Stone made the motion to approve. Seconded by Selectman Walter Hooker.

Vote: Chairman Barry called for the vote. Vote was in favor.

Jared Woodman

Motion: Selectman Joseph E. Stone made the motion to approve. Seconded by Selectman Walter Hooker.

Vote: Chairman Barry called for the vote. Vote was in favor.

Signatures Not Requiring a Vote

- Timber Tax Levy

~Lot 208-128 Bruce and Patricia Herrmann, Trustees

~Lot 424-93-1 Christopher R. Gallant and Allison Kiah

Correspondence

~Letter from Deerfield Rescue Squad

Director of the Rescue Squad, Mark Tibbetts, explained the changes that have taken place within the Rescue Squad as of September 6th 2007. The changes are as follows; Barbie Raymond will remain the President of the Association, Chris Gamache will become Captain and Cindy McHugh will become Lieutenant. Chris Gamache and Cindy McHugh will also be in charge of the daily operations of the squad. Chris Gamache is currently a full time Field Supervisor and paramedic of Rockingham Ambulance in Manchester. It is Director Tibbetts intention to have Chris Gamache work closely with Cindy McHugh over the next two years so that she is able to take over the Rescue Squad at that time.

~Letter from State of New Hampshire Office of Energy and Planning

A letter received by the Board of Selectmen asking if any or a board member would like to attend the State of New Hampshire's Office of Energy Planning meeting on Wednesday September 19th at 2pm regarding the Town of Deerfield's flood plan. Selectman Joseph E. Stone said he could and would attend.

~Letter from Town of Northwood, Paul Martel Town Administrator

The Town of Northwood has requested the Town of Deerfield remove several trees on Gulf Road because the Northwood bus company informed the Northwood School they will no longer drive Gulf Road if the trees are not removed. The Town of Northwood went on to state the trees which the Northwood Bus Company is referring to are on the Town of Deerfield's property and Northwood is requesting Deerfield remove them. The Deerfield Board of Selectmen thought the State should be contacted to be sure the trees can be cut. Once approval is received, the cutting could be done.

~Letter State of N. H. Department of Revenue Administration

The Department of Revenue sent a notification letter regarding the new Assessment Review Cycle. The Board stated they are already aware of the changes being stated and are all in agreement they do not need to do an assessment review at this time. The Board is aware of the five year timeframe and noted that it will be done within that timeframe.

~Letter from resident regarding taxes (Wallace)
This letter was referred to the Tax Department.

~Letter of information of the Community Energy Challenge
The letter was referred to the Energy Committee.

~Letter from Riedel & Young, Inc.
Letter of Confirmation regarding the insurance and inspection of the George B. White Building and the total cost of repairs following the April flooding. The inspection revealed several walls needing paint, ceiling tiles need be replaced and the cost of cleaning. For a total of \$8,875 less the deductible of \$1,000 for a total claim paid in the amount of \$7,875.

~Letter from Casella Waste
Casella Waste sent a letter to the Town of Deerfield explaining the double billing in the amount of \$8071.61. Casella went on to explain how they felt the error may have occurred which they believe could have happened when Casella was in the process of training a new billing clerk. The overpayment will be deducted from their invoices. However, a \$500 bill will be sent for the radioactive material found leaving the Deerfield Transfer Station.

~Request for Wage Increase/Zoning Board of Adjustment
Motion: Selectman Joe Stone made a motion to increase the wage of the Zoning Board of Adjustment Secretary from \$13.64 per hour to \$16.20 per hour. Seconded by Selectman Walter Hooker.

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

Unfinished Business

~Transfer Station

Selectman Walter Hooker stated his thoughts regarding the new hours for the Transfer Station and believes Jim Alexander should have them posted.

Selectman Hooker went on to say he had been to the Transfer Station last Tuesday and found it to be dark. However, he did note the lights were on and this was about 6pm. Selectmen Hooker was concerned if there was going to be enough lighting come the winter months. It was also mentioned a light should be installed in the corner by the swap shop.

Chairman Stephen Barry stated they would need to ask Jim Alexander to make adjustments in his budget for lighting next year.

Chairman Stephen Barry asked Ms. Heon if the Town Newsletter has gone out yet stating the new hours of the Transfer Station. Mrs. Heon replied the next Newsletter has not been published yet. However, she will make sure the hours are published in the Town Newsletter and on the Town Website.

New Business

Chairman Stephen Barry said he had received a call from someone regarding Metrocast Cable on Saturday night. The caller had been on hold with them for over 3 ½ hours. Selectman Barry then stated he had placed a phone call to the President of Metrocast and was told Metrocast was having problems with not only their service on Saturday but their phone system also. The President of Metrocast then went on to explain they had rectified the problem and how they were sorry for the inconvenience which this may have caused.

Chairman Stephen Barry asked that we now start keeping a log regarding any issues we have or receive from the residents of the Town regarding Metrocast.

Selectman Walter Hooker stated he agreed the cable was out on Saturday night and stated his never came back on until Sunday and he wasn't sure if that was the case for everyone else.

Town Administrator's Report

The question was asked as to how we proceed with the budgets. Chairman Barry stated there is a Budget meeting tomorrow night (Tuesday September 11th) and all budgets were to be completed by December 1st.

Selectman John Reagan questioned whether the Department Heads telephone numbers should be listed on the budgets so the Municipal Budget Committee members could call the Department Heads directly. Chairman Barry stated he would much rather see everything go through the Board. The Selectmen agreed.

It was then stated the Board of Selectmen would like to have one Saturday meeting with everyone together including Department Heads so that we are all on the same page. Selectman Stone then made the comment the School Board can meet on a Saturday and they're done in an hour. Selectman Walter Hooker stated there would be questions for the Town Budget and the School Budget.

There will be an update to the Police Department's Warrant Article for cruisers.

The Highway Department Budget will come before the Board of Selectmen next Monday.

Citizen's Comments

Harriet Cady asked why DSL was not available to all the residents of Deerfield and only in certain areas. Board of Selectmen responded they are working on this issue.

Harriet Cady asked if there was, or is, a policy regarding the removal of articles from the Transfer Station by residents and selling the articles.

Selectman John Reagan responded he knew of no policy and if articles were being removed, it was less the Town had to pay for. If metal or copper were being removed that would be considered theft. A resident cannot take any saleable items from the Transfer Station.

The Board went on to explain the Town has a company which comes and takes the copper and other metals.

Harriet Cady commented she has actually seen people taking certain articles from the Transfer Station and would like to see it posted more clearly what may be taken and what may not.

The Board stated they would be sure to get the Transfer Station posted appropriately.

Another concern of Harriet Cady's was wanted items and is there a place within the Transfer Station wanted items could be stored. Example; drawers to a refrigerator. The Board's response was there really isn't any room. However, you may ask or call the Transfer Station and request an attendant watch for something for you, give your name and number and when they receive the item they will call you. Mrs. Cady responded she has done that in the past and has had no luck. Selectman Joseph Stone said he has never had a problem and maybe she should try it again.

Harriet Cady had a concern regarding cable and would like to see a committee started. The Board of Selectmen was pleased to hear Mrs. Cady's concern and the Board asked Mrs. Cady if she would like to be a member of the Cable Committee. Mrs. Cady replied yes and the Selectmen welcomed her aboard.

The Board of Selectmen stated they will be and are putting out a request to all town residents regarding the Cable Committee seeking interested volunteers.

Adjournment

6:20pm

Selectmen Joseph Stone made a motion to Adjourn. Seconded by Selectman Walter Hooker. Chairman Barry called for the Vote. It was a Vote in Favor.