

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN'S MEETING  
JANUARY 28, 2008  
MINUTES**

**Call to Order**

**6:00pm** Chairman Stephen R. Barry called the Meeting to Order.

**Pledge of Allegiance to the Flag**

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

**Roll Call:**

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

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

Chairman Barry stated to all attending the Meeting there had been issues with several of the taped Meetings regarding talking and noise. Chairman Barry also stated the room had also been set up differently for better viewing.

**Government Buildings/Mark Tibbetts**

- Town Hall-Power Supply

Mark Tibbetts stated the Town Hall sprinkler system was tested and the result is not enough power was being supplied. Public Service of New Hampshire (PSNH) is in the process of fixing the problem supplying three new transformers which should arrive January 29, 2008. Following installation the sprinkler system will be tested again. The system will continually be checked for any problems.

Chairman Barry asked if the cost of the power changes would be at the Town's expense. Mr. Tibbetts responded PSNH has absorbed the cost.

Chairman Barry then asked Mr. Tibbetts to inform Mrs. Heon the Town Administrator when the sprinkler system is up and running. Mr. Tibbetts responded he would do so and once the power supply is working properly the project is complete. The final inspection is to be completed on Friday, February 1, 2008.

Selectman Hooker asked if the lights would dim when the power is supplied. Mr. Tibbetts responded the lights should not dim and should they PSNH will provide a new line of power.

- Town Hall/Highway Shed-Filtration of Water Supply

Mr. Tibbetts stated the line from the Water Shed to the Town Hall filtration system has been tested and showed a lot of salt. The filtration system is working for hardness but not able to keep up with the minerals, salt. Mr. Tibbetts stated a new filtration system has been scheduled for installation on February 17, 2008 at no cost to the Town.

Mr. Tibbetts stated the new filtration system should be up and running with 95% efficiency by the March elections.

**Jack Hutchinson-Town Moderator**

- Preparation for Deliberative Session

Chairman Barry stated Mr. Hutchinson cancelled his appointment for this evening stating he didn't feel a preliminary meeting before the Deliberative Session was necessary.

**Review of Outstanding Minutes January 7, 2008**

MOTION: Selectman Joseph E. Stone made the motion to approve the January 7, 2008 Minutes as written. Seconded by Selectman John Reagan.

VOTE: Chairman Stephen R. Barry called for the Vote. Vice Chairman Robertson abstained from the vote stating he was not in attendance; all votes were in favor.

**Vouchers**

- Payroll in the amount of \$ 42,808.75

MOTION: Vice Chairman Andrew Robertson made the motion to approve the payroll amount of \$42,808.75. Seconded by Selectman John Reagan.

VOTE: Chairman Stephen R. Barry called for the Vote; all votes were in favor.

- Accounts Payable Manifests totaling \$ 433,569.18 of which \$ 350,000 goes to the School.

MOTION: Vice Chairman Andrew Robertson made the motion to approve the Accounts Payable Manifests totaling \$ 433,356.18. Seconded by Selectman John Reagan.

VOTE: Chairman Stephen R. Barry called for the Vote; all votes were in favor.

**Signatures**

- Letter/Department of Safety

Chairman Barry stated a letter had been written to the Department of Safety stating the resignation of R. Lynne DeVarney, thus changing the Municipal Agent from R. Lynne DeVarney to Kelly Roberts.

- Agreement City of Concord

Chairman Barry stated the domestic septic agreement between the town of Deerfield and the City of Concord is due to be extended. The Board had received 2 copies of the new agreement extending the old agreement another 5 years.

MOTION: Vice Chairman Andrew Robertson made the motion to accept the extended septic agreement between Deerfield and Concord another 5 years. Seconded by Selectman Joseph E. Stone.

VOTE: Chairman Stephen R. Barry called for the Vote; all votes were in favor.

- Letter to Colleen Guardia

Chairman Barry stated a letter had been written to Colleen Guardia congratulating her on her recognition in receiving the KIDOS Award from Governor Lynch.

- Intent to Cut Wood

Donald & Patricia A. Fisher/Map 406 Lot 29

**Point of Information**

Vice Chairman Robertson stated he had been speaking to several residents on Meetinghouse Hill Road regarding the logging being done on this road. Vice Chairman Robertson stated he has been explaining to the residents how it's better to log this time of year than April during mud season.

- Notice of Abatement and Refund 2007 Taxes

Chairman Barry stated the Board had approved the Notice of Abatements and 2007 Tax Refunds. The interest calculations changed from the prior meeting to the date the check would be mailed. The Boards signatures were still needed.

1. Herbert J. & Valerie Rikeman                      Map 423 Lot 45
2. Andrew S. Smellie                                      Map 420 Lot 3
3. Stephen & Deborah Hogan                          Map 413 Lot 56
4. Cindy J. Longval                                        Map 414 Lot 67

- Emergency Meeting January 22, 2008

As a result of the Emergency Meeting, on January 22, 2008, Chairman Barry asked if all Board members had reviewed the notes regarding the total cost of benefits for the outgoing Town Clerk/Tax Collector. All Board members stated they had reviewed the documents and had no questions.

### **Review of Correspondence**

- Police Chief, Michael Greeley/Request to Surplus Vehicles

Chairman Barry stated the Board had received a memo from Police Chief, Greeley requesting to surplus the 1999 Ford Crown Victoria and the 1985 Chevrolet C-20 Pickup Truck.

MOTION:            Selectman John Reagan made the motion to grant the request from Police Chief Greeley to surplus the 1999 Ford Crown Victoria and the 1985 Chevrolet C-20 Pickup Truck. Seconded by Vice Chairman Andrew Robertson.

VOTE:                Chairman Stephen Barry called for the Vote; all votes were in favor.

- Police Chief, Michael Greeley/Correction to Warrant Article

Chairman Barry stated the Police Chief has noted the Warrant Article figure of \$ 77,546 is incorrect and should be replaced with \$ 72,976. The Board the request should be brought up and amended at the Deliberative Session.

- Governing Body/Town of Deerfield /Letter from Jeane Samms, Auditor-DRA

Chairman Barry stated the Board had received a letter from Jeane Samms; Auditor with the Department of Revenue Administration. Ms. Samms letter indicated she will continue to serve as the Town of Deerfield's auditor and contact person for the Year 2008.

- Letter from the Local Government Center

Chairman Barry stated the Board had received an invitation requesting they join the potential litigation Litigation concerning the N. H. Retirement System (Article 28-a). Chairman Barry stated the cost of joining the Litigation \$ 346.97.

MOTION:            Selectman John Reagan made the motion to join the Local Government Center in their legal efforts concerning the N. H. Retirement System and pay the joining cost of \$ 346.97. Seconded by Selectman Walter E. Hooker.

Selectman Stone stated the Government Center is hiring council to represent Towns and was pleased the Board agreed to join and Selectman Reagan had made the motion.

VOTE:                Chairman Stephen R. Barry called for the Vote; all votes were in favor.

- E-Mail/from Jerry Coogan –RE: Pat & Robin Dolan—Regarding E-Mail Mr. O'Connell  
Chairman Barry stated they had received an e-mail asking what is being done regarding the trees which have been cut or are being cut on a Scenic Road. Chairman Barry continued stating he felt the Board should possibly get Alex Cote, Highway Agent, involved or Mr. Coogan should be enforcing.

Chairman Barry stated the Planning Board had already sent the e-mail to the Richard Pelletier, Building Inspector and to Alex Cote, Highway Agent.

Selectman Reagan stated he believed the resident to be in violation of the laws by cutting down the trees on a Scenic Road. Selectman Reagan then asked who writes the ticket. The response of the other Board members was they believed it to be the Code Enforcement Officer.

- Memo to Department Heads-Copy of Time Reporting for all Non-Exempt Employees  
The memo from Donna Cisewski, Human Resources, prompted Chairman Barry to ask Mrs. Heon the status of the new time clocks. Mrs. Heon responded the hardware is being installed and the time clocks should be operational within two weeks.

- E-Mail from Ruth Kletnick  
Chairman Barry stated the Board had received an e-mail from Ruth Kletnick asking what is being done regarding the damage to her car due to poor road conditions. The Board stated they had forwarded the e-mail to Alex Cote, Road Agent.

Vice Chairman Robertson stated he had traveled on South Road and didn't feel it to be in such terrible shape. Selectman Stone stated he believed speed to be a factor, and in the past, others who may have requested damage reimbursements had been turned down.

- Request from Fran Menard  
Chairman Barry stated the Heritage Commission has brought to the Boards attention the statute that speaks to one member of the Heritage Commission should be a member from the Board of Selectmen. This member would be a Voting Member.

Mrs. Menard then proceeded by informing the Board the Voting Member, of the Board of Selectmen, would be extremely helpful to the Heritage Commission. Chairman Barry then stated the member would be named by the Board in March.

- Town Report Theme Request from Bonnie McPherson  
Chairman Barry stated Mrs. McPherson has requested the help of the Board in creating the Town Report Theme and has suggested the theme of the Deerfield Fair. Board members suggested the Deerfield Fair is a great idea but did not feel the entire theme should be the Fair.

Selectman Hooker stated the Deerfield Fair is what Deerfield is known for. Selectman Hooker continued by giving the example of someone outside of Deerfield asks a resident of Deerfield where they are from and the resident responds Deerfield NH often the response is they know the Deerfield Fair.

Chairman Barry agreed the town of Deerfield is known for the Fair and the Fair is wonderful, however expressed there was more to the Town then the Fair. Chairman Barry suggested there be a map including the Fairgrounds, Town Buildings, businesses, tennis court, Parks and Recreation Fields, hiking trails, Town Hall and more. Selectman Stone agreed with Chairman Barry and stated the map should pertain to the Town not just business.

Chairman Barry stated Mrs. McPherson is looking for suggestions and is looking to the Board for help. Selectman Reagan stated he along with Selectman Stone agreed with Chairman Barry's suggestion and suggested the Conservation Commission also gets involved to assist with the trail information.

- Letter from John D. Shea – Executive Council

Chairman Barry asked in all the Board had read the informational letter from John D. Shea. The Board responded they had.

- Letter from Carol Shea-Porter

Chairman Barry stated Carol Shea-Porter had sent the Town a document for the Town Report. The Board agreed to send Carol Shea-Porter a letter thanking her for the report but declining the offer.

Selectman Hooker suggested the Town create a link on the Town Website to State Representatives, State Senators as well as Congressmen and Senators in Washington DC.

**MOTION:** Selectman John Reagan made the motion to accept the suggestion of Selectman Walter E. Hooker and create a link on the Town Website representing the State Representatives. Seconded by Vice Chairman Robertson.

**VOTE:** Chairman Stephen R. Barry called for the Vote; all votes were in favor.

- Memo-Susan Seitz Regarding Girl Scouts

Chairman Barry stated the Girl Scouts have requested the use of the Town Hall again this year for the cookie distribution. The Girl Scouts have requested we waive the fee for the use of the hall. Chairman Barry stated we have charged others for the cost of the heat and asked what the Board suggested.

**MOTION:** Selectman Joseph E. Stone made the motion to waive the hall fee and only charge the cleaning fees. Seconded by Vice Chairman Andrew Robertson.

**VOTE:** Chairman Stephen R. Barry called for the Vote; all votes were in favor.

### **Town Administrators Report**

- Town Newsletter

Town Administrator, Cindy Heon stated the Town Newsletter will be in the mail January 29, 2008 and was posted on the Reader Board and the Town Website. Mrs. Heon stated the Newsletter is 24 pages long which is double an average Newsletter. The Newsletter took longer in production than expected because of the length of the document.

- Supervisors of the Checklist/2008 Budget

Mrs. Heon indicated the Supervisors of the Checklist have learned they will require an additional 210 hours during the year of 2008 to cover recordkeeping. This was not budgeted for and will require an additional \$1,500. Selectman Stone recommended the Board go with what was currently budgeted for 2008 and review the status of the Supervisors of the Checklist Budget in October or November of 2008. Budgetary adjustments could be made at that time. The Board was in agreement.

- Deerfield Fair Association

Mrs. Heon noted there have been many projects the Deerfield Fair Association has assisted the Town with over the years and suggested a full page be created in the Town Report as a way to thank the Fair Association for their generosity. One consideration might be to place this page near Parks and Recreation yearly report because the fireworks display for Old Home Day is funded by the Fair Association. All Board members agreed with Mrs. Heon.

### **Unfinished Business**

- Town Website

Selectman Hooker stated he had been on the Town Website and could not bring up the Detailed School and Town Budgets. Mrs. Heon responded she would double check on this because it had been requested they both be on the Website.

- Filing Period

Chairman Barry stated the filing period regarding the running for Office is open and will be until Friday, February 1, 2008 at 5pm. Chairman Barry asked the Board to spread the word and inform the people we need people to run for offices. There were still too many blank spots.

- April Floods

Selectman Stone recommended with all the extra time put in by the salaried employees put in during the flood season the last couple of years the Board implement a policy to compensate them in some way. Selectman Stone stated the Towns around Deerfield (Epsom, Chichester, Raymond) had implemented programs for their salaried employees giving them time and a half. Selectman Stone stated he really felt it to be a good idea.

Selectman Stone stated Bow has a plan which has about 7 major roads and the road agent does not need to get involved with the 7 roads at all they are taken care of by other employees who were assigned to that road.

Chairman Barry asked Selectman Stone to gather the information the remaining Board members will review and pass on to Mrs. Heon.

Vice Chairman Robertson noted a salaried job is pretty clearly stated and explained but did agree with Selectman Stone.

Selectman Hooker asked if the Board decided to implement some sort of policy if it takes affect in 2009 and the Board would decide in 2008.

Chairman Barry stated the Board could maybe revamp the personnel policy which is being drafted at this time. The working copy is being finalized but amendments could be considered. When the Board has adopted the new policy, the Board will then consider Selectman Stone's proposal.

- Candidate for Office

The Board was aware that a full time employee had filed for the Office of Selectman. Selectmen Reagan stated the RSA basically states no full time employee can be a Selectman of the Town. It was agreed the employee should be made aware of this law.

### **Citizen's Comments**

- Mrs. Cady – Parks and Recreation Letter

Mrs. Cady stated she had received a letter from Parks and Recreation soliciting funds and held up a copy of the letter. Mrs. Cady stated she did not mind Parks and Recreation seeking funds but thought that using Town letterhead for this purpose was illegal.

Mrs. Cady gave an example of one such case where something was sent home with children urging parents how to vote on certain things.

Chairman Barry responded to Mrs. Cady stating he had seen the flyer and the Board can certainly advise the Parks and Recreation Department not to do funding requests in this manner in the future.

Chairman Barry stated Parks and Recreation were only trying to do their jobs well and agreed they may have pushed over the fine line.

- Mrs. Cady-Funding of Special Trips

Mrs. Cady stated she did not feel it is fair to the taxpayers to have to pay \$49- \$75 for a ticket to go to a Red Sox Game. Mrs. Cady continued stating some people cannot afford these prices and it is totally unfair they cannot go when they pay the same taxes as every other resident.

Chairman Barry asked Mrs. Cady what she suggested to alleviate the problem. Mrs. Cady suggested maybe have a private group do the event. Chairman Barry responded he would suggest to Joe Manzi to use a scholarship fund or something of that sort.

- Mrs. Cady- Chief of Police

Mrs. Cady stated she was not happy at knowing the Chief of Police; Mike Greeley was in Concord testifying and wanted to know if the Town was paying for the Chief's time. Mrs. Cady stated Chief Greeley was testifying regarding the slain Police Officer Michael Briggs and renaming of the Highway and did not believe the Town should have to pay for the Chief's time. Chairman Barry responded to Mrs. Cady stating Chief Greeley did have down time and may have used some.

Selectman Hooker stated he was a State Employee at one time and took time off to testify on legislation.

Vice Chairman Robertson stated the Board did need to make sure time is being used appropriately.

Mrs. Cady then gave the example of the Town of Northwood and how \$ 100 was given to the Fallen Soldiers and the taxpayers did not know. Mrs. Cady stated she as a taxpayer believes the Town should be informed of where the tax money is going.

- 2008 Fireworks

Alan O'Neal, member of the Deerfield Fair Association, stated the Deerfield Fair Association has agreed to fund the Old Home Day Fireworks for the Town of Deerfield. The Board then thanked Alan O'Neal and the Deerfield Fair Association for all they do for the Town.

Vice Chairman Robertson and Selectman Stone stated the Deerfield Fair Association has done so much for the Town including many loads of gravel that was brought in over a two year period.

- Donald Daley/Resigning of the Town Clerk/Tax Collector

Donald Daley asked when the Town Clerk had resigned. Chairman Barry responded last Tuesday, January 22, 2008. Chairman Barry explained the Town Clerk/Tax Collector had resigned with an original ending date of February 8, 2008. However, due to transitional reasons she decided voluntarily to end employment January 22, 2008. This would allow the position to go on the ballot this March for a one year term.

Don Daley asked who or if the position had been filled. The Board responded the duties of this position have temporarily been assumed by the Deputy Town Clerk/Tax Collector, Kelly Roberts but the position itself has not been filled. The Board also stated Jeannette Foisy is also backing up the Deputy Town Clerk/Tax Collector on an as-needed basis.

Don Daley then asked about the Audits and Financial Forms and what will happen. The Board responded they still need to close the books and are working on it; there will be another when the Town Clerk/Tax Collector elected in March 2008. The Financial Forms for 2006 have been completed.

**Chairman Stephen Barry Recessed the Meeting 6:57 pm**

**Chairman Stephen Barry Reconvened the Meeting 7:00pm**

**Proposed Subdivision on a Class VI Road**

- Tom & Julie Kukla, Residents; Frederick McGarry, Deerfield Planning Board Member

Mr. McGarry from the Planning Board stated the Kuklas needed authorization from the Board of Selectmen allowing them to acquire the Building Permit to build on a Class VI Road.

Selectman Stone stated a letter needed to be signed and put into the deed before any work could be done or permits issued.

Vice Chairman Robertson understood the Planning Board would make the recommendations for the driveways. Mr. McGarry responded the Board of Selectmen needs to review the subdivision on a Class VI Road. The Kuklas need to prepare the plans and get wetlands permits and the Board of Selectmen authorizes the Building Permit after the Planning Board brings forward the recommendations.

MOTION: Selectman John Reagan moved to approve the Kuklas building permit with the provision all stipulations are met including the waiver of maintenance work on a Class VI Road be signed. Seconded by Selectman Joseph Stone.

VOTE: Chairman Barry called for the Vote. All votes were in favor.

Mr. McGarry then asked the Board what wording they would like on the Class VI Road sign. The Board responded they did not feel the need for a sign.

The Kuklas then asked the Board about the Waiver they needed to sign. The Kuklas stated they were under the understanding they needed a lawyer to draw up the waiver. The Board responded there was no need for an attorney as Mrs. Heon would draw up the document.

The Board was then asked what the Kuklas were to do regarding the cutting of scenic trees. The Board responded the Kuklas would have to have the trees marked as to what trees they could cut and what trees were to be left.

Frances Menard then clarified the need for the sign and stated a sign would only be needed for the Fire Department should there be more than one house.

**Adjournment**

**7:10 pm**

MOTION: Selectman John Reagan made the motion to adjourn the January 28, 2008 Meeting. Seconded by Vice Chairman Andrew Robertson.

VOTE: Chairman Stephen Barry called for the Vote; all votes were in favor.