

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
JANUARY 7, 2008
MINUTES
RECONVENED DECEMBER 26, 2007**

Reconvened December 26, 2007 Meeting

5:30 pm

Chairman Barry reconvened the December 26, 2007 Board of Selectmen's Meeting.

MOTION: Selectman Joseph E. Stone made the motion to Adjourn the December 26, 2007 Meeting. Seconded by Selectman Walter C. Hooker.

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

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JANUARY 7, 2008
MINUTES**

Call to Order

5:35 pm

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; Walter C. Hooker, John Reagan, and Joseph E Stone Selectmen.

Absent: R. Andrew Robertson, Vice Chairman.

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

Introduction of New Police Officer

- Craig Maloney

Chief Greeley introduced Craig Maloney to the Board of Selectmen. Chief Greeley stated Mr. Maloney came to the Town of Deerfield with 14 years experience with the State Liquor Commission, and had also served as a Police Officer in the Towns of Epsom, Pittsfield and years ago for the Town of Deerfield.

MOTION: Selectman Joseph E. Stone made the motion to accept Craig Maloney as a new full time Police Officer for the Town of Deerfield. Seconded by Selectman Walter C. Hooker.

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

Craig Maloney was then sworn in by R. Lynne DeVarney, Deerfield Town Clerk/ Tax Collector for one year. The term is probationary.

Chairman Barry explained to the Board Vice Chairman Robertson would not be attending the January 7, 2008 Meeting.

Review of Outstanding Minutes December 26, 2007

MOTION: Selectman Joseph E. Stone made the motion to approve the December 26, 2007 Minutes as written. Seconded by Selectman Walter C. Hooker.

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

Vouchers

- Payroll in the amount of \$54,431.63

MOTION: Selectman Joseph E. Stone made the motion to approve the payroll amount of \$54,431.63. Seconded by Selectman John Reagan.

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

- Payroll in the amount of \$100.

MOTION: Selectman Walter C. Hooker made the motion to approve the payroll amount of \$100. Seconded by Selectman John Reagan.

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

- Four Accounts Payable Manifests totaling \$171,829.12

MOTION: Selectman Joseph E. Stone made the motion to approve the Accounts Payable Manifest of \$171,829.12. Seconded by Selectman John Reagan.

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

- Accounts Payable Manifest in the amount of \$694,902.41

MOTION: Selectman Joseph E. Stone made the motion to approve the Accounts Payable Manifest of \$694,902.41. Seconded by Selectman John Reagan.

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

Signatures Requiring a Vote

- Request from Joseph Paciorkowski

Chairman Barry stated the Board had received a request from Joseph Paciorkowski regarding a Tax Refund.

MOTION: Selectman Joseph E. Stone made the motion to refer Mr. Paciorkowski's request to Avitar. Seconded by Selectman John Reagan.

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

- Department of Welfare Mutual Aid Agreement

Chairman Barry stated no vote would be needed regarding the Mutual Aid Agreement between Candia and Deerfield. Chairman Barry explained the Board had voted and approved the Mutual Aid Agreement last week. Chairman Barry continued explaining both Candia and Deerfield had legal forms to sign and Candia sent there forms to be signed by the Deerfield Board. The original forms signed by Deerfield were attached for reference purposes if needed.

- Election Officials

Chairman Barry stated there were a number of names needing to be approved as Election Officials.

The names were read as follows; Inspector of Election; Suzanne Sherburne, Cynthia E. Tomilson; Assistant Moderators; James County, Roger Hartgen and James T. Alexander; Election Assistants to the Town Clerk; Kevin Barry, Judith Marshall, and Cynthia Heon.

MOTION: Selectman Joseph E. Stone made the motion to approve the list of Election Appointees read by Chairman Stephen R. Barry. Seconded by Selectman John Reagan.

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

- Special Elections Warrant

Chairman Barry stated the Board would need to vote and approve the Warrant requesting the Special Election being held January 22, 2008.

MOTION: Selectman Joseph E. Stone made the motion to approve the Warrant request regarding the Special Elections being held January 22, 2008. Seconded by Selectman John Reagan.

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

Chairman Barry informed the Board there were four copies needing signatures.

- Housekeeping / Mark Tibbetts

Chairman Barry stated there was one more housekeeping Appointment. Chairman Barry stated the Board would need to approve Mr. Tibbetts as Director of Rescue Squad.

MOTION: Selectman Joseph E. Stone made the motion to accept Mr. Mark Tibbetts as Director of the Rescue Squad. Seconded by Selectman Walter C. Hooker.

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

- Toshiba Business Solutions Contract- Bonnie McPherson; IT

Chairman Barry stated there was no voting required only the signatures of the Board members were needed to complete the contract regarding purchase of the new copier.

- Town Hall/Addendum to Contract/Scope of Work Changed/Simplex-Grinnell

Chairman Barry stated a copy of the yearly maintenance/inspection contract was before the Board for approval.

MOTION: Selectman Joseph E. Stone made the motion to accept the yearly Maintenance/Inspection Contract. Seconded by Selectman Walter C. Hooker.

Chairman Barry stated he was incorrect the contract was not for the maintenance/inspection with Simplex-Grinnell however it was a change to the existing contract.

MOTION WITHDRAWN:

The Motion was then withdrawn by both Selectman Joseph E. Stone and Selectman Walter C. Hooker.

MOTION: Selectman Joseph E. Stone made the motion to accept the contract which now included the mention of ledge. Seconded by Selectman Walter C. Hooker.

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

- Federal Mileage Rates Increase as of January 1, 2008 /Donna Cisewski

Chairman Barry stated the Board had received a request from Donna Cisewski regarding the Federal Mileage Rate Allowance increase.

Selectman Stone stated he had seen a different amount than the amount being presented but did agree with the increase.

MOTION: Selectman Walter C. Hooker made the motion to accept the request to increase the Town Mileage Rates to the Federal allowance. Seconded by Selectman Joseph E. Stone.

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

- Time Clocks

Chairman Barry asked if all members of the Board had seen and read the time clock policy. Selectman Hooker had not reviewed the policy and did so.

MOTION: Selectman John Reagan made the motion to accept the new time clock policy. Seconded by Selectman Walter C. Hooker.

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

Selectman Hooker asked how the Transfer Station would be recording their employee time and would they be using time clocks also. Chairman Barry responded the Transfer Station would continue doing their time sheets manually.

- New Hampshire Co-op Pole Petition

MOTION: Selectman John Reagan made the motion to approve the New Hampshire Co-op Pole Petition. Seconded by Selectman Walter C. Hooker.

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

- Planning Board Encumbrances

Chairman Barry stated all Encumbrances should have been received by December 31, 2007. The Board agreed the Encumbrance request would not be granted.

Signatures

- Intent to Cut Wood

Tom Bibeau

- Intent to Excavate

Nellie Rollins

Selectman Stone asked if Nellie Rollins was the Deerfield resident who had been fined for not filing the Intent to Excavate forms before actually doing so. Chairman Barry stated Mrs. Rollins had received a warning previously.

Selectman Stone then asked if Mrs. Rollins was the Deerfield resident whose forms were lost. Chairman Barry responded Mrs. Rollins was not.

* Generator/DCS (Town Emergency Shelter)

No responses or comments were made by the Board.

* Generator/G.B. White Building

Chairman Barry suggested to the Board they remove this Warrant Article at this time. Chairman Barry continued stating the numbers needed to proceed still had not been received and the outcome of the other generator Warrant Article will give us a better idea for next year.

Selectman Reagan stated he did not agree and hoped there would not be another emergency.

Selectman Hooker asked Chairman Barry when the Board is expecting the pricing estimates for the generator. Chairman Barry responded they have been trying for awhile and there was no expected date.

* Trash Compactor

The Board stated the old trash compactor had died last week. The old compactor should be up and running again by Thursday the 10th. The Board stated this shows the true need for the back up compactor.

* Leased Dump Truck

No responses or comments were made by the Board.

* Land Protection Coordinator

Selectman Hooker stated in the past he believed the MBC and the Board of Selectmen approved the request. Chairman Barry responded yes but it has changed; the MBC did not approve the request.

* Broadcasting Equipment

The Board stated this Warrant was no longer necessary.

* Leased Copier/Police Department

No responses or comments were made.

* Phone System

No responses or comments were made.

* Basketball Court

The Board accepted to use the DRA recommendation.

Mrs. Heon stated there had been a change and the Town will have to raise the amount of \$7,500 plus the \$3,500. Chairman Barry asked Mrs. Heon to reword and make the necessary changes, and the Board would come back to it.

* Operating Budget

The Board recommended the Operating Budget be left out explaining the MBC would be taking a final vote tomorrow evening.

* Appoint Town Treasurer

No responses or comments were made.

* Parks and Recreation Revolving Fund

Selectman Hooker stated the Board has Vouchers to be paid every Meeting and asked if the Revolving Fund was still going to be a part of the Vouchers. Chairman Barry responded stating the Board still had control and everything basically stayed the same.

Chairman Barry stated except for the Basketball Court all Board members agree with the Warrant Articles. All Board members stated they agreed with the Warrant Articles.

- Default Budget

Chairman Barry asked if any Board members had any comments or questions regarding the Default Budget.

Selectman Hooker responded he had a question however he spoke to Donna Cisewski and she had clarified his question.

It was noted the new positions are absent from the Default Budget and the total number is \$3,338,038.

The Board then thanked Mrs. Cisewski for all her hard work.

Town Administrator's Report

- Review of Board Meeting Dates and Times

Selectman Hooker asked why the Board Meetings begin at 5:30 pm. Chairman Barry responded the Board Meetings start at 5:30 pm because of his schedule, but would be happy to change to 6 pm but not 6:30pm.

Selectman Reagan requested the Meetings be scheduled to begin at 5:00 pm.

MOTION: Selectman Walter C. Hooker made the motion to begin the Selectmen's Meetings at 6 pm. Seconded by Selectman Joseph E. Stone.

VOTE: Chairman Stephen R. Barry called for the Vote. Votes in favor; Joseph E. Stone, and Walter C. Hooker. Opposed Selectman John Reagan.

- Election Day

Chairman Barry stated the Board needed Selectman to be present at the election January 8, 2008. Chairman Barry continued stating three were needed at 7am and three were needed for the closing of the Election.

Selectmen Walter Hooker, Andrew Robertson, and Joseph Stone elected to do the morning election shift. Selectmen John Reagan, Joseph Stone and Chairman Stephen Barry will be doing the closing shift.

- Tax Collector Request

Chairman Barry explained the Tax Collector has requested the Boards approval to hire a person to help with the Deliberative Session Minutes. Chairman Barry continued stating the Tax Collector has stated she would take the money from her budget.

Selectman Hooker asked who normally transcribed the Deliberative Session Minutes and was it usually the Town Clerk. Selectman Stone responded stating there had always been two to three people taking the notes and it is the Town Clerks responsibility to complete the Deliberative Session Minutes.

- Shelving in the George B. White Building

A request had been made to put up extra shelving in the George B. White Building, Town Clerk/Tax Collector's Office and before the shelving was installed approval from the Board was requested. All Board members agreed the shelving could be installed.

- Deerfield Business Ventures Council

Bonnie McPherson and Deerfield Business Ventures will be working together for a total of two to three hours to add Web Pages to the Town Website. All Board members agreed it to be a good idea.

Other Business

Chairman Barry stated Mark Tibbetts would like to hire Kyle Mandigo for the cleaning which replaces Mr. Tibbetts part-time person. The cleaning is only 10 to 15 hours a week. All Board members were in favor of Mark Tibbetts hiring Kyle Mandigo to replace Mark Gerarde.

Unfinished Business

Selectman Hooker stated in the last Meeting he had abstained from voting on the voucher regarding a box being installed in the George B. White Building. Chairman Barry responded stating any change done to the George B. White Building should go through the Board.

New Business

Selectman Hooker stated he would like to see the Agenda on the Town Website. Selectman Hooker continued stating the Minutes are posted and he believed the Agenda should be also. Chairman Barry explained the Agenda is a constantly changing document so it is not always accurate until just before the Monday Meeting.

Selectman Hooker then asked Mrs. Heon when the Agenda is posted to the Public. Mrs. Heon responded the Agenda is posted for Public viewing on Fridays. Selectman Hooker then stated he did not see why the Agenda could not be posted to the web on Fridays also as it is the Official Town site. Chairman Barry responded Mrs. Heon will need to work with Bonnie McPherson /IT before the Friday posting of the Agenda can begin.

Selectman Hooker stated he would not only like to see the Board of Selectmen's Agenda but all the Meetings posted to the web. Selectman Stone responded stating he felt all departments should take the responsibility of posting their own Agendas.

Selectman Hooker asked why there wasn't a cut off date for the Board of Selectmen's Agenda. Selectman Hooker then suggested they make Thursday the day all items must be received by for the following Mondays Meeting.

Selectman Reagan then stated the Town of Deerfield is a very responsive town and Deerfield deals with business as it happens and needs to be addressed. Other communities do not.

Selectman Hooker then expressed it's hard to get to the Meeting at 5pm and review the new items prior to the 5:30 pm Meeting. Selectman Hooker then stated he sometimes has a hard time just making the 5:30pm Meeting on time.

Selectman Stone noted sometimes he will come in on Monday at 1pm and review the Board of Selectmen's Agenda and folders and by the 5:30pm Meeting something has been added or changed.

The Board then agreed they all discuss new issues as they arrive and yes the Agenda will and does change frequently. All Board members agreed Deerfield is a responsive town and business is to continue being dealt with as needed.

Citizen's Comments

Kathy Bailey stated she had missed the Default Budget figure. Chairman Barry responded \$3,338,038.

Kathy Bailey asked when the new Police Officer started duty. The Board responded Police Officer Craig Maloney became active today, January 7, 2008 once he was sworn in.

Kathy Bailey then asked if the Town of Deerfield now employed seven full time Police Officers. The Board was unsure and stated they would have the answer for her next Meeting.

Maureen Mann asked what time the Public Hearing to be held on January 9, 2008 began. The Board responded the Public Hearing was to begin at 6:30 pm.

Town of Deerfield stated based on what had taken place tonight would the budget be on-line tomorrow. The Board responded they believed it would.

Adjournment

6:35 pm

Selectman Walter Hooker made the motion to adjourn the January 7, 2008 Meeting. Seconded by Selectman Joseph E. Stone. Chairman Barry called for the Vote. It was a Vote in Favor. The January 7, 2008 Board of Selectmen's Meeting was adjourned.