

**TOWN OF DEERFIELD
BOARD OF SELECTMEN'S MEETING
FEBRUARY 25, 2008
MINUTES**

Call to Order

6:00 pm Chairman Stephen 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; Joseph E. Stone, John Reagan, and Walter C. Hooker;
Selectmen.

Absent: R. Andrew Robertson, Vice Chairman

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

Parks and Recreation / Joe Manzi

- Parks and Recreation Van

Mr. Manzi stated he was looking for direction from the Board regarding the Parks and Recreation van which had been involved in an accident. Mr. Manzi explained the accident happened when the loader was removing snow and caught the van, causing the damage to the window, front end and more.

Mr. Manzi stated an appraiser had come out and appraised the damage at \$3,000 and at this time Mr. Manzi is awaiting the paperwork. Mr. Manzi also stated he had looked the value of the van up and found it to only be worth about \$1,000 due to the mileage.

Mr. Manzi stated he had a repair appraisal of \$2,315 at this time but that appraisal is only for what is seen on the outside meaning there may be more damage once the work on the van has been started. Mr. Manzi explained there could be damage to the engine or anything under the hood which has not been seen at this point. Mr. Manzi continued to state the van otherwise was due for inspection in March and at that point all it may have needed was tires.

Chairman Barry reminded Mr. Manzi and the Board the Town had only paid \$4,000 for the van about 3 years ago from the White Farm. Chairman Barry stated the van had served Parks and Recreation well and maybe the Board should think of purchasing another.

Selectman Hooker asked if the White Farm would have another van or something comparable at this time. Chairman Barry stated he could look on Wednesday, February 27, 2008.

Mr. Manzi stated he would like to keep a van if possible as the van has really come in handy.

Selectman Stone suggested the Board look to see what the White Farm has at this time and decide what to do once they knew the full details of their options.

Selectman Reagan questioned if the damage repair appraisal Mr. Manzi had received at this point in time was for the sum of \$2,315 and included the insurance deductible of \$1,000.

Chairman Barry stated money is an issue and there is no money in the Budget. Selectman Reagan stated the money could be taken from the Highway Department.

Chairman Barry stated he will look at the White Farm on Wednesday to see what is available and also look into what the insurance company is going to pay or willing to pay.

- Basketball Court

Mr. Manzi stated his second concern was in regards to the proposed Basketball Court, raising the money and how he should go about doing it. Mr. Manzi then gave the example of if he were to use a Town facility and have a dance does money earned go back into the general fund or could it be used as money raised toward the Basketball Court.

Selectman Stone asked what the Warrant Article states regarding the monies needed for the Basketball Court and private donations.

Chairman Barry informed Mr. Manzi that he had the Board's permission to use the Town facilities in regards to raising the money needed for the Basketball Court.

Mr. Manzi stated he wanted to be sure both he and the Board were together in what could and could not be done. Mr. Manzi then stated he would be sure to make it perfectly clear what he was doing and where the money being raised was going.

Selectman Stone then asked Mr. Manzi when or if the shanty (Concession Stand) would be finished or what still needed to be done. Mr. Manzi responded the shanty (Concession Stand) should be done by spring.

Selectman Hooker asked what still needed to be done. Mr. Manzi responded the electrical and the siding.

Selectman Stone stated he had seen David Whatmough recently and Mr. Whatmough had stated he could possibly side the shanty (Concession Stand) in February. Selectman Stone then asked if Mr. Manzi had talked to Mr. Whatmough because it was now the end of February. Mr. Manzi stated he had not nor had he spoken to Rick Pelletier. Selectman Stone then suggested Mr. Manzi get in touch with either Mr. Whatmough or Rick Pelletier. Mr. Manzi responded he would do so this week.

Review of Outstanding Minutes

- February 11, 2008

MOTION: Selectman John Reagan made the motion to approve the February 11, 2008 as written.
Seconded by Selectman Walter Hooker.

VOTE: Chairman Stephen Barry called for the Vote; in favor John Reagan, and Walter Hooker;
Selectman. Abstained - Selectman Joseph Stone.

Vouchers

- Payroll in the amount of \$47,861.38

MOTION: Selectman Joseph Stone made the motion to approve the Payroll in the amount of \$47,861.38. Seconded by Selectman John Reagan.

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

- Accounts Payable Manifests totaling \$234,671.76 of which \$150,000 goes to the School

MOTION: Selectman Joseph Stone made the motion to approve the Accounts Payable Manifests totaling \$234,671.76. Seconded by Selectman John Reagan.

Point of Order

Chairman Stephen Barry stated he wanted noted for the record Vice Chairman Andrew Robertson was not in attendance.

Signatures Requiring a Vote

- Prior Years/Lien Releases

Chairman Barry stated the Board had received a letter from Kelly Roberts, Town Clerk/Tax Collector stating she is unable to signoff on the prior lien releases that occurred during the prior Town Clerk/Tax Collector's term of office. Chairman Barry stated all prior year lien releases would be sent to the Board. It was noted there would be more to come.

1. Release of Lien to be filed with the Registry of Deeds

- Yanan Farm II LLC
2005 Tax Lien Book 4699 Page 0109
2006 Tax Lien Book 4842 Page 2256

MOTION: Selectman Joseph Stone made the motion to sign the Lien Release to Yanan Farm requested by the Town Clerk/Tax Collector. Seconded by Selectman John Reagan.

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

Signatures

- Pole License Petition 65-0432

Chairman Barry stated this is the third time the Board had received this Pole Petition for South Road. The Board had agreed to the Pole Petition and had left out signatures. Chairman Barry asked the Board to sign the Pole Petition and informed Selectman Stone he could add his signature to the other two pages.

- Timber Tax Levy
Joseph and Marilou Kubelka Map 422 Lot 18

Review of Correspondence

- Transfer Station/Inspection Report

Chairman Barry stated last Wednesday February 20, 2008 the Board had a discussion regarding the Inspection Report for the Transfer Station and requested the Town Administrator forward the report to James Alexander, Transfer Station Director. Mr. Alexander had seen the report in mid-December and asked to have an appointment scheduled to correct some of the inaccuracies on the report. A representative from NHDES will be at the Transfer Station on Wednesday, February 27th unless it snows. If it does snow, the appointment will move to March 6th.

- Returned Check Letter

Chairman Barry stated at the February 20, 2008 Meeting the Board had requested a copy of the return check letter sent to Mr. White. Chairman Barry stated a copy of the letter had been received and asked if all Board members had reviewed it. All Board members agreed the letter was standard.

Unfinished Business

- Chief Greeley

Chairman Barry stated at the February 20, 2008 Meeting the Board had received a request from Police Chief Greeley regarding detail pay. The Board had voted not to pay for the detail and stated the Police Chief is salaried and did not get paid for the detail. Chairman Barry stated he had spoken to Chief Greeley and the Chief had explained the Town had once paid for a detail duty.

The Board stated they stood by their decision not to pay the Police Chief and for future reference requested a letter be written stating clearly what is expected and what the Chief will be paid for.

Selectman Hooker stated a salary is a salary and the Police Chief is salaried.

Chairman Barry stated the Board would have Mrs. Heon, Town Administrator, draft a letter explaining at no time will the Chief be paid for detail from the Town of Deerfield.

Selectman Hooker asked if the Chief was of a different status when the Town had paid him for detail duty. Chairman Barry stated the Chief was not of a different status but added the Chief had explained how difficult it is to fill detail duty.

Selectman Stone stated a salary is a salary and duties to the Town are duties to the Town. Selectman Stone stated there may exceptions in times of disaster.

- Gas Cards

Chairman Barry stated at the February 20, 2008 Meeting the Board discussed using credit cards for gas and keeping logs. Chairman Barry stated Mrs. Heon had picked up 2 example logs for the Board to review. Chairman Barry stated he preferred the smaller log.

Selectman Reagan stated he favored the log Selectman Hooker had designed. Selectman Stone stated the small example log would not work because it did not have enough room for all the information needed. Selectman Stone then stated the larger log could work if the Board were to approve the larger log.

Chairman Barry stated looking at the logs the vehicles are only filled once a day. Selectman Stone responded he has seen in the past when the same vehicle had been to the station for gas more than once in one given day.

It was then asked what was on Selectman Hooker's log. Selectman Hooker responded at this time the logs included date, mileage, number of gallons, and cost. Chairman Barry asked if there was a place for signatures. Selectman Hooker responded at this time there was not but it could be added.

Chairman Barry stated what was needed on the log was date, mileage, number of gallons, cost and signature and asked if Selectman Hooker would make the logs. Selectman Hooker responded yes he could make the logs.

Chairman Barry asked Mrs. Heon if using Selectman Hooker's logs would work. Mrs. Heon responded the log would work but she would have Jan Foisy review the log to assure everything was included that would be required for accounts payable.

Chairman Barry asked if the Board was in agreement to using Selectman Hooker's logs should the Town have the equipment to do so. All Board members agreed to use Selectman Hooker's logs.

Chairman Barry asked the Board members if they had read the 2007 Board of Selectmen's Report. All members stated they had.

- Review of Warrant Article Explanations

Chairman Barry stated the Warrant Article 1, regarding the Police Cruisers needed some rewording and maybe a few lines with other details needed to be added. Chairman Barry suggested adding why this Article works and how the Town is really looking at 3 new cruisers now and paying the price they would pay for one a year.

Selectman Hooker stated in the past the Town had purchased one new cruiser a year and is basically doing the same if the Article passes but at the same time they are getting a better deal. Selectman Hooker stated just the maintenance warranty offered is a wonderful deal in itself and will certainly save the Town money.

Chairman Barry stated he agreed with Selectman Hooker and adding the warranty terms would be beneficial to the Warrant Article. Chairman Barry stated he would have Mrs. Heon add language to incorporate those thoughts.

Selectman Hooker then stated the Ballot did not have the Boards and MBC votes and asked they be added. Chairman Barry asked if adding the votes was really necessary.

Selectman Hooker stated he believed the Board had voted down the COLA, Article 8. Chairman Barry stated Selectman Hooker was correct, the Board did not vote in favor of the original COLA Article but did vote to have Article 8 included on the Warrant. This is a Petitioned Article which came from the residents of the Town.

Selectman Hooker stated Warrant Article 12, #1 and Warrant Article 13 speak to the Treasurer. The stipend was increased following a survey of surrounding towns and not due to added responsibilities. Selectman Hooker proceeded stating he was under the impression the reason for the increase was to make the Town Treasurer position more comparable to surrounding towns. Chairman Barry responded to Selectman Hooker stating he was correct the Deerfield Treasurer position was the lowest in all the surrounding Towns.

Mrs. Heon stated the Town Treasurer does have the responsibility of carrying money to the Bank which would add responsibility unless that duty is designated to others.

Chairman Barry asked Mrs. Heon to add making the salary more competitive with other Towns to Article 12, #1 and Article 13.

Selectman Hooker stated Warrant Article 12, # 27 adding the full time Highway Department employee and the responsibilities of this employee. Selectman Hooker stated he understood the responsibilities to be vehicle maintenance, snow removal in the winter, and not just mowing and trimming of the Town Buildings but of the Town. Selectman Hooker suggested the wording be changed to include more description.

Selectman Hooker asked there be a bullet added to the Road Reconstruction line of Warrant Article 12 # 27 due to the Board adding extra money. Chairman Barry responded the first sentence covers Selectman Hooker's concern.

Selectman Hooker stated Warrant Article 12, #28, Transfer Station states the hours of operation increased in 2007 but does not state the hours of operation for 2008. Chairman Barry responded the hours of operation remain the same and is self-explanatory, meaning the hours will remain the same.

Selectman Hooker again touched on the Treasurer's position and stated the earlier conversation maybe more pertinent to Warrant Article 13.

Chairman Barry then asked Mrs. Heon to print the Warrant Articles with corrections.

Town Administrator's Report

- Transfer Station/Electronic Disposal

Mrs. Heon stated she had spoken to James Alexander, Director of the Transfer Station, who informed Mrs. Heon his choice for removal of the electronic equipment was Rent- a-Crate. The charge including trucking will be \$10 per item. Assistance will be provided by Rent-a-Crate loading the electronic equipment.

- Pre-Election Meeting

Mrs. Heon stated Mr. Hutchinson would like to schedule a meeting with members of the Board and other election officials to go over the Meeting. From the dates available, Chairman Barry and Selectman Stone both stated they could meet with Mr. Hutchinson Thursday March 6, 2008 at 9am.

Citizen's Comments

Mrs. Cady stated she had not seen any postings of the Board Meetings at the Post Office. Mrs. Cady asked why this was. Chairman Barry responded many items have been being removed from the Post Office posting board and that may be the cause of the issue. Chairman Barry stated it would be looked into. Mrs. Cady responded the issue has been going on for several weeks.

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

Nonpublic Session

6:46pm

MOTION: Selectman Joseph Stone made a motion to enter a Nonpublic Session under RSA 91-A:3,II(e). Selectman Stone read the section of the statute that applied to this Nonpublic Session. Seconded by Selectman Walter Hooker.

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

6:55pm The Nonpublic Session ended.

Minutes Sealed:

MOTION: Selectman Joseph Stone made a motion to seal the Minutes of this Nonpublic Session as divulgence of information contained in those minutes would likely render ineffective the proposed action described therein. Seconded by Selectman Walter Hooker.

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

No Action/No Decisions

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

MOTION: Selectman Joe Stone made a motion that the principal for all property taxes on Map 420 Lots 21, 22 and 23 be paid and an agreement on interest be negotiated upon the determination that all boundary lines are accurate. All expenses shall be the responsibility of the individuals requesting the property transfer. Seconded by Selectman Walter Hooker.

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

Adjournment

6:57pm

On the motion of Selectman Joe Stone, seconded by Selectman Walter Hooker, Chairman Barry called for the Vote to Adjourn. It was a Unanimous Vote in Favor. The Selectmen's Meeting of February 25, 2008 is adjourned.

This portion of the minutes was recorded, transcribed and respectfully submitted by Cynthia Heon, Town Administrator
Pending approval by the Board of Selectmen