

**TOWN OF DEERFIELD
BOARD OF SELECTMEN'S MEETING
June 9, 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; R. Andrew Robertson, Vice Chairman; John Reagan, and Alan O'Neal; Selectmen.

Absent: Selectman Walter Hooker

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

Chairman Barry noted Selectman Hooker would not be in attendance.

Transfer Station/Jim Alexander

- Proposed Invitation to Bid/Compactor-Container

Mr. Alexander presented the Board with a copy of the 3 yd Trash Compactor and 50 yd Container Invitation to Bid Packets. Mr. Alexander proceeded to inform the Board of the reasons in which the new Container-Compactor is needed.

Mr. Alexander stated he had presented the Compactor-Container as a Warrant Article however it did not pass. Mr. Alexander stated he had once been asked by Chairman Barry how necessary the Compactor-Container was. Mr. Alexander stated at that time we were not desperate, we now are desperate.

Mr. Alexander explained the Compactor has not been working for 9 months.

Mr. Alexander explained he has a price of \$1,500 to replace the oil filters, hydraulic hoses and rebuild the motor of the compactor. Mr. Alexander stated for a complete overhaul the cost would be around \$4,000 and at this time the money just is not there.

Mr. Alexander asked the Board if they had any questions all Board members stated they did not have any questions at this time. The Board did ask Mr. Alexander to keep them informed.

Police Department

- Monthly Report

Chairman Barry stated the Police Department had cancelled.

Highway Department/Alex Cote

- Monthly Report

Mr. Cote stated he had been talking to Chairman Barry regarding the conditions of Harvey Road. Mr. Cote stated the Highway Department filled a 600 gallon water truck twice, added gravel and ground everything together then rolled it out. Mr. Cote stated he is happy to announce everyone on Harvey Road, from what he has heard, is happy.

Mr. Cote stated the Highway Department had also finished Mountain Road hill. Mr. Cote stated the road has been graveled, had culvert replaced, a section built up, watered and rolled.

Mr. Cote stated the Highway Department is working on the grinding of Ridge Road and hoping to have it fully taken care of soon.

Mr. Cote stated the Highway Department had worked on Middle Road, however there has been a set back of two to three weeks but are hoping to be back at Middle Road tomorrow, June 10, 2008.

Mr. Cote stated the Highway Department is also hoping to take care of Nottingham Road tomorrow, June 10, 2008.

- Subdivisions

Mr. Cote stated he had been speaking with Steve Chabot and they are concerned about taking over roads within subdivisions. Mr. Cote gave the example of High Meadows Subdivision stating there are only 3 homes occupied, 3 are possibly in the process of being built of the possible 16 homes. Mr. Cote stated both he and Mr. Chabot both feel they have asked to have several items done within the Subdivision and they have yet to be done. Mr. Cote stated it has been two years since they originally asked for the items to be done.

Mr. Cote stated the second item of concern is the damage which could be done to the top coat of asphalt when the remaining construction is being completed. Mr. Cote stated he and Mr. Chabot had also discussed adopting a policy stating the Town would not take over the Subdivision road until construction is at least 75% complete.

The Board asked if the Subdivision was willing to hold off on the top coat of asphalt. Mr. Cote responded the Subdivision will do whatever the Board wants.

Vice Chairman Robertson stated he would be in agreement to setting up guidelines stating the exact criteria to be met before the Town is willing to adopt a road.

Selectman Reagan asked Mr. Cote just how much damage did he feel would be caused when the remaining 12 houses are built. Mr. Cote responded the damage depended on how things were done and who is actually running the equipment.

Selectman Reagan stated he did not feel the Board should accept the road until Mr. Chabot was happy and has advised the Board of his opinion.

Chairman Barry asked Mr. Cote to please have Mr. Chabot put in writing his concerns. Mr. Cote responded he would be in touch with Mr. Chabot tomorrow, June 10, 2008.

Citizens Comment

Mrs. Kathy Shigo of Cate Road stated she has lived on Cate Road for 35 years and for the last several months has been in touch with Mr. Cote regarding the condition of Cate Road. Mrs. Shigo stated at this time it is her understanding there is a four-year plan and Cate Road is on it, however, Cate Road needs attention now.

Mrs. Shigo stated there are several issues which she has concerns with regarding Cate Road at this time. The first issue is the ruts and ice build up in the winter. The second is how dangerous the road has become.

Mrs. Shigo stated she is very upset with all the work and money being spent on Harvey Road and nothing has been done on Cate Road in the last 35 years. Mrs. Shigo stated Harvey Road did need work but Cate Road needs work also. Mrs. Shigo asked if the Board could possibly move up the date in which Cate Road is to be repaired.

Mrs. Shigo informed the Board the Highway Department did start some ditch work on Cate Road this past week, however there is much more work to be done.

Mrs. Shigo stated she did not know if it is all rumor or true but she had heard Public Service is looking into putting in a new transformer and suggested the Board maybe try to sign a deal with them to help with the cost of repair. Mrs. Shigo stated there is no way Public Service could use Cate Road in the condition it is in.

Mrs. Shigo stated Cate Road has been ignored far too long the road needs asphalt and she would like to know what the plan of repair is for the road.

Mr. Cote stated Cate Road has been on the Capital Improvement Plan for several years. Mr. Cote stated the Highway Department did do some work to the ditches on Cate Road last week but there is still much more work to be done. Mr. Cote also stated the work the Highway Department did should also help with the winter ice.

Mr. Cote did state Cate Road is in disrepair and at this time there is no definite plan as to when the Road can and will be repaired.

Chairman Barry asked Mr. Cote to keep in mind Cate Road as a priority next year. Mr. Cote responded he certainly would.

Mrs. Shigo stated Harvey Road looks great and really hoped next year if at all possible the Board please make Cate Road a priority.

Mr. Cote stated at this time the dead trees and ditches along Cate Road are being done. Mr. Cote stated the trees had not been cleared in some time.

Mr. Cote suggested to the Board the Highway Department do the same work on Cate Road this year as they just completed on Harvey Road. Mrs. Shigo responded at this time Cate is a paved road and she hopes it stays that way. Chairman Barry responded Cate Road would be kept on the front burner.

Review of Outstanding Minutes

- May 19, 2008

MOTION: Selectman John Reagan made the motion to approve the May 19, 2008 Minutes as written. Seconded by Vice Chairman Andrew Robertson.

VOTE: Chairman Stephen Barry called for the Vote to approve the Minutes of May 19, 2008 as written. It was a Unanimous Vote in favor.

Review of Outstanding Nonpublic Minutes

- May 19, 2008

MOTION: Selectman John Reagan made the motion to approve the May 19, 2008 Nonpublic Minutes. Seconded by Vice Chairman Andrew Robertson.

VOTE: Chairman Stephen Barry called for the Vote to approve the Nonpublic Minutes of May 19, 2008 as written. It was a Unanimous Vote in favor.

Vouchers

- Payroll in the Amount of \$527, 268.01

MOTION: Vice Chairman Andrew Robertson made the motion to approve the payroll in the amount Of \$527,268.01. Seconded by Selectman John Reagan.

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

Signatures Requiring a Vote

- Refund Request-Town Clerk/Tax Collector

\$138 refund request due to the manufacturer's list price being incorrect.

MOTION: Vice Chairman Andrew Robertson made the motion to approve the refund request of \$138. Seconded by Selectman John Reagan.

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

Chairman Barry stated the Board has received a seconded Refund Request from the Town Clerk/Tax Collector in the amount of \$1,278 due to Legal Address issues.

MOTION: Vice Chairman Andrew Robertson made the motion to approve the refund request of \$1,278. Seconded by Selectman Alan O'Neal.

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

- Road Race and Parade Request

Chairman Barry stated the Board had received two requests for the use of State Roads. Chairman Barry stated the reason for the two requests is one, the road race and two, the parade.

MOTION: Vice Chairman Andrew Robertson made the motion to approve both requests for Parade Permits. Seconded by Selectman John Reagan.

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

Signatures

- Letter to Tim Fountain/Cartographic Associates

Chairman Barry stated the letter to Jim Fountain regarded the release of the Tax Map Data.

- Letter to Cathy Ann Stacey/Registry of Deeds

Chairman Barry stated the letter to Cathy Ann Stacey regarded the release of Tax Liens. Chairman Barry stated the list of release requests is 4 pages.

Review of Correspondence

- Vehicle Maintenance

Chairman Barry stated D-Town Garage has indicated they would do all inspections at the cost quoted and the Fire Department vehicles free provided they do all Town Vehicle Inspections.

MOTION: Vice Chairman Andrew Robertson made the motion to award the Town Vehicle Inspections to D-Town Garage. Seconded by Selectman John Reagan.

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

Selectman O'Neal suggested all Department Heads be notified of the Board's decision to grant all Vehicle Inspections to D-Town Garage. Selectman O'Neal also suggested the Board vote on who should be awarded the maintenance bid. Selectman O'Neal stated the labor rates fluctuated in cost so some companies even if the product is more the total cost could be cheaper. Selectman O'Neal suggested the Board give the Department Heads two options for their vehicle maintenance and repair.

Vice Chairman Robertson suggested the Board make Selectman O'Neal's suggestion policy. Chairman Barry asked Mrs. Heon if she would please notify all Department Heads that D-Town and O'Neal garages were preferred options. Mrs. Heon responded she would.

- Letter from DOT- Jim Marshall

Chairman Barry stated the Board had received a letter from Jim Marshall of DOT regarding the scheduling a Meeting in which the Board had previously requested. The Board all agreed to meet Wednesday June 25, 2008 at 3 pm. Chairman Barry asked Mrs. Heon if she would please notify Mr. Marshall. Mrs. Heon responded she would.

- Letter from Law Firm

Chairman Barry stated the Board had received a letter from a Law Firm stating Lot 415-051 had been shorted acreage and believes she owes the Town Tax Money. Chairman Barry stated the letter has been forwarded to Avitar.

- Letter from University of New Hampshire/UNH

Chairman Barry stated the UNH is requesting permission from the Board of Selectmen to dig holes on Conservation land for testing. Chairman Barry stated UNH has stated they will refill the holes once the testing is completed.

Vice Chairman Robertson asked if the letter had also been forwarded to the Conservation Commission. Chairman Barry asked Cindy to ask the Conservation Commission if they had received a copy of the letter and if not to please forward them a copy. Mrs. Heon responded she would.

Town Administrators Report

Chairman Barry read the Town Administrator's report aloud to the Board. The Town Administrator's Report Included.

- 1) Process for reviewing the 2008 Budget in preparation of the 2009 Budget Process.
- 2) Minutes of June 2, 2008 will be forwarded to all Board Members Tuesday June 10, 2008
- 3) New Phone System Installed- Chairman Barry recommended the Board all give the new system a try. Vice Chairman Robertson stated he had and it worked well. Chairman Barry stated he had tried, had a problem but stated the new system is nice.
- 4) Selectmen's Meeting Dates – The Board did not have a Selectmen's Meeting scheduled for June 16, 2008 and the James City Road Bids are due on June 16, 2008, the Town Administrator asked the Board if they would like to have a Meeting June 16, 2008 or motion and vote to propose the bids until June 23, 2008. The Board chose to have a Meeting June 16, 2008.

June 30, 2008 there is a Selectmen's Meeting scheduled and is also the week of July 4th and no Meeting had been scheduled for July 7, 2008. The Town Administrator wanted to know if the Board would like to have a Meeting on both June 30, 2008 and July 7, 2008. The Board chose to have Meetings both June 30, 2008 and July 7, 2008.

- 5) Stop Signs- The Legal advice was there are no requirements for a public hearing for the placement of the Stop Signs. It is a good idea for the Board to maintain the practice but it is not required.

Swap Shop/Rebecca Hutchinson

Mrs. Hutchinson stated she has been communicating with other Deerfield residents regarding the Swap Shop and its reopening. Mrs. Hutchinson expressed her interest in coordinating the project.

Mrs. Hutchinson stated she has been speaking with Jim Alexander and both have expressed several concerns but are working together to resolve them. Mrs. Hutchinson stated Mr. Alexander has been very helpful.

Mrs. Hutchinson stated reopening the Swap Shop would benefit the community because it helps families and the Town as a whole in reducing waste.

The Board responded they do not have a problem with the Swap Shop their concern is more in regards to the supervision. Mrs. Hutchinson responded she has several reliable, interested and committed people interested in working the Swap Shop.

Mrs. Hutchinson asked the Board if they would grant her a trial period from June 26, 2008 to September 20, 2008. Mrs. Hutchinson stated during that time she would coordinate the Swap Shop, making sure to maintain volunteer effort, its cleanliness and making sure the Swap Shop is being used properly.

Mrs. Hutchinson stated she would like to see the Swap Shop hours as 9am to 3:30 pm every Saturday with the volunteers changing shifts every 2-2 ½ hours. Mrs. Hutchinson stated she would have a minimum of one volunteer at a time but always strive for at least two. Mrs. Hutchinson commented the people working at the Transfer Station will not and should not have to help watch the Swap Shop.

Mrs. Hutchinson stated she and the volunteers have decided to use the recommendation of the color code system mentioned in a previous Board Meeting. Mrs. Hutchinson stated with the colors all products will be kept track of and thrown away properly in one month if it's still on the shelf.

Mrs. Hutchinson stated signs will be posted with the Swap Shop times and what is and is not acceptable merchandise to the Swap Shop.

Mrs. Hutchinson stated there are several things still needed for the Swap Shop and she will be speaking to Lenny Mandigo, Transfer Station Attendant. Mrs. Hutchinson named some of the needs as electrical outlets, trash receptacles, and more space. Mrs. Hutchinson stated Mr. Mandigo has found a way to compensate for the electrical outlets, the trash and is working on a solution to the space problem.

Mrs. Hutchinson asked about the Hazardous Waste being stored in the back room of the Swap Shop. Chairman Barry responded there are florescent light bulbs, computers parts, and televisions.

Mrs. Hutchinson also stated she had asked Mr. Mandigo to move the clothing box and Mr. Mandigo stated at this time he would prefer not to move the box. Mrs. Hutchinson stated she would like to have the box moved eventually should the Swap Shop really work this time.

Mrs. Hutchinson stated she would like to see the drop off policy changed or have a certain drop off area. Chairman Barry suggested having Jersey Barriers put in place. Mrs. Hutchinson responded she would like to try and discourage drop offs when the Swap Shop is not open.

Debbie Boisvert stated regarding recycling of computer parts at this time it was to her understanding they are looking for someone to pick the parts up.

Vice Chairman Robertson stated there are a fair number of kids looking for community service and suggested maybe calling on a few of them to volunteer to help with the Swap Shop. Mrs. Hutchinson responded she has spoken to Ellen O'Donnell at the school and would like to involve the youth as secondary volunteers and maybe implementing a youth/kids section to the Swap Shop. Mrs. Hutchinson stated she is working with the Boy Scouts also.

Chairman Barry thanked Mrs. Hutchinson and Debbie Boisvert and stated all the Board's concerns have been addressed. Mrs. Hutchinson suggested to the Board should they hear any complaints to please let her know.

MOTION: Vice Chairman Andrew Robertson made the motion to grant Mrs. Hutchinson her request to reopen the Swap Shop for the trial period of June 26, 2008 to September 20, 2008. Seconded by Selectman John Reagan.

Selectman Reagan suggested a sign be posted stating drop offs are only during open Swap Shop hours.

Chairman Barry asked Selectman Reagan if he would be willing to be the Swap Shop contact. Selectman Reagan responded yes he would.

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

Chairman Barry once again thanked Mrs. Hutchinson and everyone else for their efforts.

Citizens Comments

- Motorcycles/Mini Bikes

Mrs. Shigo stated she wanted the Board to be aware of motorcycle gangs using Cate Road as a track. Mrs. Shigo stated she had not filed an official Police Report but may be doing so. Chairman Barry responded the Board would contact the Police Chief and have him contact her.

Vice Chairman Robertson stated there had been close to 1,000 motorcycles going through New Hampshire last weekend involved in a charity fundraiser. Vice Chairman Robertson suggested maybe last Sunday June 8, 2008 was an exception. Mrs. Shigo responded it had been an all day thing otherwise it most likely would not have bothered her. Mrs. Shigo stated she would like to see it taken care of before it really was to become out of control.

- Blue Bowl Store

Mrs. Shigo stated the Blue Bowl Store is closing and it's devastating Jolene and Donald Smith. Mrs. Shigo suggested a thank you letter be sent. Mrs. Shigo asked the Board to please acknowledge their patronage for the past years and what they have given to the community.

The Board all agreed a letter will be sent to Jolene and Donald thanking them. Selectman Reagan suggested the Board also send a Certificate stating Thank you.

- Rental Hall

Mrs. Cady stated the cleanliness in which the Rental Hall is not always what it should be when people leave. Mrs. Cady suggested the deposit to be increased from \$35 to \$100.

- Code Enforcement

Mrs. Cady asked the Board what the policy is for construction crews working and destroying Town Roads. Mrs. Cady asked if the Code Enforcement Officer ever fines the company or crew for damages.

Chairman Barry responded to his belief the Code Enforcement does fine for damages of a road and at this time he believed the Code Enforcement Officer has issued fines and collected them. Chairman Barry stated the Board will contact the Enforcement Officer to be sure.

Adjournment
6:59 pm

On the motion of Vice Chairman Andrew Robertson, seconded by Selectman John Reagan, Chairman Stephen Barry called for the Vote to Adjourn. It was a Unanimous Vote in Favor. The Selectmen's Meeting of June 9, 2008 is adjourned.