

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN'S MEETING  
September 8, 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; Andrew Robertson, Vice Chairman; Walter Hooker and Alan O'Neal; Selectmen.

Absent: John Reagan; Selectman

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

Chairman Barry stated for the record he had returned.

**Deerfield Parks and Recreation/Old Home Day Follow-up**

- Joe Manzi

Mr. Manzi thanked the Board and Mrs. Heon for all their help in making Old Home Day the success it has become. Mr. Manzi then presented Vice Chairman Robertson with a plaque for his dedication and service to Old Home Day.

Vice Chairman Robertson thanked everyone for their support.

Chairman Barry stated he believed Old Home Day to be a huge success. Mr. Manzi responded Old Home Day went flawlessly this year and again thanked everyone for all their efforts and support.

Selectman Hooker stated to Mr. Manzi he had done the right thing to postpone the event to Sunday. Selectman Hooker stated he would have to remember Old Home Day is scheduled for the third Saturday in August every year. Mr. Manzi responded he was pleased Selectman Hooker mentioned the date and would like all to remember Old Home Day is the third Saturday in August every year.

Chairman Barry thanked Mr. Manzi for the update and asked he keep up the good work.

**Signatures Requiring and Not Requiring a Vote**

Chairman Barry stated the vouchers were not in their normal form and stated the Board would be voting and signing the back page of the documents. Chairman Barry asked the Board to please sign the normal forms at their convenience later this week.

- 2 Accounts Payable Manifests one in the amount of \$123,357.14 and one in the amount of \$34,722.97

MOTION: Vice Chairman Andrew Robertson made the motion to approve the two Accounts Payable Vouchers. Seconded by Selectman Walter Hooker.

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

- Payroll in the amount of \$34,971.42

MOTION: Vice Chairman Andrew Robertson made the motion to approve the payroll in the amount of \$34,971.42. Seconded by Selectman Alan O'Neal

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

**Signatures Requiring and Not Requiring a Vote Continued**

- Confirmation Letter

Chairman Barry read the confirmation of employment letter regarding Cynthia E. Kelly.

MOTION: Selectman Walter Hooker made the motion to approve the confirmation of employment letter for Cynthia E. Kelly. Seconded by Vice Chairman Andrew Robertson.

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

- Appointment Form Deputy Clerk for one day  
Judith Marshall

MOTION: Selectman Alan O'Neal made the motion to approve Judith Marshall. Seconded by Vice Chairman Andrew Robertson.

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

- Inspection of Election Nominees  
Robert Vinnacombe  
Eve Hazen  
Philip Vilido

MOTION: Selectman Walter Hooker made the motion to approve the Inspection of Election Nominees. Seconded by Vice Chairman Andrew Robertson.

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

- Central Tree Services Contract  
Chairman Barry asked the Board if they had read the contract and if the Board approved. All Board members agreed with the contract submitted. Chairman Barry then signed the contract.

- Refund Requests/Town Clerk/Tax Collector  
Chairman Barry read the Refund Request for Christina Realty/ Absolute Titles LLC due to an error.

MOTION: Vice Chairman Andrew Robertson made the motion to approve the Abatement Request. Seconded by Selectman Walter Hooker.

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

- Letter from State of NHDOS/Curbside Pickup  
Chairman Barry stated the letter is asking if the town will be providing pickup. Vice Chairman Robertson responded he would like to have the Road Agent's input before making a final decision.

- Abatement Requests  
Chairman Barry read the SNHS Abatement Request in the amount of \$3,589 per letter from Avitar dated August 20, 2008.

**Signatures Requiring and Not Requiring a Vote Continued**

MOTION: Vice Chairman Andrew Robertson made the motion to approve the Abatement Request in the amount of \$3,589. Seconded by Selectman Walter Hooker.

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

Chairman Barry read a second Abatement Request for SNHS in the amount of \$2,132 per letter from Avitar dated August 20, 2008.

Deerfield Elderly Housing                      Map 210                      Lot 9

MOTION: Vice Chairman Andrew Robertson made the motion to approve the Abatement Request in the amount of \$2,132. Seconded by Selectman Walter Hooker.

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

- Intent to Cut

Timothy and Margaret Stoodley      Map 204                      Lot 4

- Letter from the Board to Lonnie Brinson of Bound to Finish

Chairman Barry stated the letter is asking Mr. Brinson to please remove the remaining items from his former rental unit.

- Letter from Board to McKenna Flutes/Mr. and Mrs. McKenna

Chairman Barry stated the letter to Mr. and Mrs. McKenna states the Boards request they vacate their rental for October 1<sup>st</sup>, 2008.

- Letter from Board to Bonnie Schushereba of Kidz Komfort Zone

Chairman Barry stated the letter to Mrs. Schushereba of Kidz Komfort Zone stated the Boards decision she to keep to the new lease agreement increase beginning October 1<sup>st</sup>, 2008. Chairman Barry stated the increase goes as follows; \$1,835.75 due on the 1<sup>st</sup> and 15<sup>th</sup> of each month.

- Metrocast Letter

Chairman Barry stated the letter is in regards to the \$10,000 Grant money slated for I-Net in exchange for the return line which will be used for the purpose of live televised programming.

- Intent to Cut

Chairman Barry stated the Intents to Cut are due to storm damage.

Lynn Zebroski and John Elsau      Map 205                      Lot 10

David and Nancy Reid                      Map 205                      Lot 12

**Deerfield Conservation Commission**

- Freese Property/Erick Berglund and Serita Frey

Mrs. Frey stated the last time she had met with the Board the Conservation Commission stated they were waiting for the title on the Freese property. Mrs. Frey stated she was pleased to inform the Board the closing of the Freese property will be within the next couple weeks.

- Forestry Commission Discussion

Mrs. Frey spoke to the Board regarding the Town Forest and the Forestry Commission. Mrs. Frey asked how the two Committees could work together and if there was any plan to improve the forest.

Mrs. Frey asked if perhaps someone could sit in on both committees.

**Deerfield Conservation Commission Continued**

Vice Chairman Robertson stated the Board in the past had spoken of improvement cutting; however, there has never been a complete forestry committee. Vice Chairman Robertson stated the Board can make recommendations and noted the Board's intentions have always been fair.

Vice Chairman Robertson asked Mrs. Frey if anyone on the Conservation Commission had volunteered to be on the Forestry Commission. Mrs. Frey responded she did not know at this time, however, would ask at the next Meeting.

Chairman Barry thanked Mrs. Frey and Mr. Berglund for their input.

**Kevin Cini/Forestry Commission Candidate**

Vice Chairman Robertson explained Mr. Cini's request in joining the Forestry Commission.

Mr. Cini stated he has been in Town for several months, has young children and is trying to get more involved. Mr. Cini stated he has had some experience and enjoys the outdoors. Mr. Cini stated he has great interest in the outdoors.

Chairman Barry thanked Mr. Cini. Vice Chairman Robertson stated to Mr. Cini he had heard the Forestry Commissions status and thanked Mr. Cini for coming forward.

Chairman Robertson informed Mr. Cini the Board will have a form for him to sign at the next Meeting and he hopes the Board will be able to have someone from the Conservation Commission willing to join the Forestry Commission also. Chairman Barry stated the Board would be in touch.

**Review of Correspondence**

- Southern NH Hazardous Material Mutual Aid District Meeting

Chairman Barry stated there will be a meeting on September 18, 2008 should anyone wish to attend. Chairman Barry asked Mrs. Heon to please forward the letter to Mark Tibbetts, Richard Pelletier, and Jim Alexander.

- Letter from Avitar Associates/Loren Martin

Chairman Barry stated the letter was to give the Board a quick update regarding Subdivisions, Lot Lines, and Mergers.

- Town Clerk/Tax Collectors Office

Chairman Barry stated the Town Clerk/Tax Collectors Office would be closed on September 9, 2008 due to Election and Death in the family.

- Letter from Country Cuts by Claire

Chairman Barry stated Country Cuts by Claire is requesting the Board adjust the electric bill \$14.80 because she is no longer operating the tanning portion of the business effective July 31, 2008.

**MOTION:** Vice Chairman Andrew Robertson made the motion to approve the request of Country Cuts by Claire and remove the \$14.80 monthly charge effective July 31, 2008. Seconded by Selectman Walter Hooker.

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

### **Review of Correspondence Continued**

- Candia Court House Opening

Chairman Barry stated the Candia Court House will be opening Monday, September 29, 2008 at 10 am.

- Letters from Shannon Boyle and Rebecca Carney

Chairman Barry stated the letters stated their annoyance with the Board's decision to raise the Kidz Komfort Zones rent and they are in complete support of Kidz Komfort Zone.

- Letter from George Sansoucy

Chairman Barry stated the Board had received a letter from Mr. Sansoucy regarding the Utility Values.

- Emails between Road Agent and Vice Chairman Robertson

Chairman Barry stated the emails were in regards to Ridge Road.

- Letter from Sarah Mason

Chairman Barry stated Ms. Mason has requested the Board waive the \$35 fee of the rental hall for the Country Dances held at the Town Hall.

Vice Chairman Robertson stated the Board had waived the fee in the past and didn't feel there was any reason to change what had been done in the past. Mrs. Heon stated that in the past donations have been made following the dances. Vice Chairman Robertson responded asking Mrs. Heon to please forward a letter to Ms. Mason informing her, the Contra Dance may continue as they had in the past.

- Letter from Jim Cannon

Chairman Barry stated the Board had received a letter from Jim Cannon addressed to Selectman Reagan. The Board stated in Selectman Reagan absence they would address the letter next week.

### **Ridge Road Issue/Driveway Access/Robert Bruce**

Mr. Bruce stated there is an issue with his driveway due to the road repairs which is causing problems in the winter with ice build up along with other issues. Mr. Bruce had spoken to Mr. Cote and they did try to cut out the section of road and repair, however, the dip to the driveway is now deeper.

Mr. Cote stated he had spoken to Chuck and Bob and has heard nothing regarding a solution. Chairman Barry responded asking Mr. Cote when he had spoken to Chuck or Bob last. Mr. Cote stated he has left two messages and is waiting for the response.

Vice Chairman Robertson suggested the Board speak to Chuck regarding the driveway and other concerns. Selectman Hooker responded suggesting the Board invite Chuck to attend the September 15, 2008 Meeting.

Chairman Barry stated to Mr. Bruce the Board will be addressing the issue which he had brought forward and they will be in contact with him regarding the progress.

### **Highway Department /Paving Revisited/Ridge Road**

Mr. Cote stated his concerns regarding Ridge Road and the Boards decision not to finish the road this year. Mr. Cote asked the Board to reconsider their decision one more time. Chairman Barry responded the Board did revisit their decision not to finish Ridge Road in a previous meeting and decided not to reconsider their vote.

Mr. Cote stated he, Matt, Carl and Paul were shimming the shoulders on Ridge Road and discovered problems. Mr. Cote stated he had spoken to Jared Herbert from Pike and he too agrees with the problems which Mr. Cote had discovered.

**Highway Department /Paving Revisited/Ridge Road Continued**

Mr. Cote suggested core samples need to be done due to inconsistencies found.

Selectman O'Neal stated there had been an email received from Mr. Cote and stated in reading the email he questioned if the Town Engineer should be asked to look into the situation. Selectman O'Neal asked if the contractor met specs in any way. Chairman Barry responded the Board had not put the specs in the original bids. Mr. Cote responded in the past Continental Paving had always met State specs. Mr. Cote stated he felt the job had not been done with the proper equipment.

Vice Chairman Robertson agreed with Mr. Cote and stated he had expressed concern in a previous Meeting. Vice Chairman Robertson also expressed his concerns with the wheel ruts in the road at this time.

Selectman Hooker asked if the Board had adopted the use of DOT specs after the Board had originally awarded the Bid. Selectman Hooker then asked if Pike would be finishing the road according to DOT specs should the Board decide they wish the road to be done. Mr. Cote responded Pike is willing to bring the road to DOT specs.

The Board and Mr. Cote spoke of what needs to be done between getting core samples and having someone checking on the work as it is being done. The Board and Mr. Cote agreed to approve Pike's recommendation of what needs to be done to improve Ridge Road and agreed Pike is not responsible for the underlying work which has been done.

Mr. Cote and the Board discussed where the money would come from to pay for the finishing of Ridge Road. Mrs. Heon stated the point of clarification would be to confirm what the highway department has spent and whatever the difference is would be what the highway department can use.

The Board and Mr. Cote discussed the FEMA money which has been received and how the money could be spent. Chairman Barry asked Mrs. Heon to please look into the policies of the FEMA money for the Board and update the Board in the Monday, September 15<sup>th</sup> Meeting with her results.

Chairman Barry asked the Board to please think about how they wish to spend the remaining money and what they feel could be cut in order to save money.

- NH Department of Safety

Chairman Barry stated the state has asked if the town of Deerfield will be having road side pick up for the storm debris and if the town was planning on doing any. Mr. Cote stated at this time the town does not have any intention of doing road side pick up. Chairman Barry stated he would return the letter indicating the town of Deerfield will not be doing roadside pickup.

Selectman O'Neal asked Mr. Cote if the tornado clean up had begun. Mr. Cote responded it had.

Mr. Cote stated he had concerns regarding Mill Stone Lane, Swett Road and Sand Hill Road. Mr. Cote stated the highway department had done some work on the three roads and wanted to know what the town's intention was for maintaining them.

The Board and Mr. Cote discussed the cost of fixing the roads and what would need to be done and also whether the roads were still considered town maintained roads. Mr. Cote stated he was unsure; he had been told at one time the previous Board had chosen to discontinue the roads. Chairman Barry asked Mr. Cote and Mrs. Heon to please look into the status of the three roads and to please get back to the Board with their findings. Chairman Barry stated the Board needs to settle the dispute.

- Yeaton Property

Mr. Cote informed the Board there had been another change in the rivers course over the weekend between the Epsom and Deerfield line. Mr. Cote stated the change appears to be another change through the old sand pit.

Mr. Cote stated he had noticed debris from the tornado along with logs in the path of Pleasant Lake Brook which will need a DES permit and he will be applying for an emergency permit to remove the debris.

Vice Chairman Robertson stated there is Federal money available for removing debris from the wetlands. Mr. Cote responded stating his concerns on how long it would take to get the money and the need to remove the debris as soon as possible.

Mr. Cote stated the town did fare well through the weekend flood with only two roads having problems. Mt. Delight Road lost a shoulder, and an issue on Echo Valley Road.

Chairman Barry thanked Mr. Cote and the Highway Department for all their efforts and keeping the Board well informed.

#### **Swap Shop/ Rebecca Hutchinson**

Mrs. Hutchinson thanked the Board for having her and asked the Board to please stop by the Swap Shop to see all they have done.

Mrs. Hutchinson updated the Board on the number of volunteers they now have for the Swap Shop, how it is now being run, and the many changes they have made.

Mrs. Hutchinson stated she had several requests to ask of the Board, first being they would like to remain open until Thanksgiving. All Board members stated they had no issue with the Swap Shop remaining open until Thanksgiving.

Mrs. Hutchinson stated the second request is the Swap Shop would like to know if the Board knew of a way they could control the drop offs when the Swap Shop is not open. Mrs. Hutchinson stated they would like to only have drop offs when the shop is open. Chairman Barry stated the Board will speak to the Transfer Station and see what they can do to seal off the entrance when the Swap Shop is closed.

Mrs. Hutchinson stated the third thing the Swap Shop would like to request is additional space. Mrs. Hutchinson stated the Swap Shop is very crowded at this time. Chairman Barry stated the Board would speak to Jim Alexander the Transfer Station Director and see what can be done.

Selectman Hooker thanked Mrs. Hutchinson and the other volunteers of the Swap Shop and stated they are a wonderful example of volunteerism at its finest.

The Board asked how the Swap Shop displayed large items. Mrs. Hutchinson responded there is a hanging board which people can write what they have and as they are picked up the board is updated.

Chairman Barry stated the Board will be in touch with Mrs. Hutchinson within the next several weeks to update her on what they have learned regarding the Swap Shop requests.

Selectman Hooker asked when the Swap Shop is planning to stop taking in new donations. Mrs. Hutchinson responded the Swap Shop would like to continue taking donations until the very last day.

**Swap Shop/ Rebecca Hutchinson Continued**

The Board and Mrs. Hutchinson discussed advertising of the Swap Shop and what can be done. Mrs. Hutchinson asked about the next News Letter. Mrs. Heon responded the Website would be better to do first, then the News Letter.

Chairman Barry and the Board thanked Mrs. Hutchinson and the volunteers for all their work and for setting such a wonderful example of volunteerism.

**Administrators Report/Cindy Heon**

Mrs. Heon stated she did not have a report printed at this time however she would email the Board with updates. Mrs. Heon did remind the Board of the upcoming election on Tuesday, September 9, 2008 and stated the request or need for 3 Selectmen to be in attendance in the morning and at night.

**Review of Outstanding Minutes/ August 25, 2008**

MOTION: Selectman Walter Hooker made the motion to approve the August 25, 2008 Minutes. Seconded by Vice Chairman Andrew Robertson.

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

**Unfinished Business**

None

**Other Business**

None

**New Business**

Chairman Barry stated Budget season is coming and budgets are due December 2, 2008 to be reviewed before being returned to the departments for December 13, 2008.

Selectman Hooker stated he would like to see there be something done for the number of employees who worked July 24, 2008 the day of the tornado. Selectman Hooker suggested they be compensated with 2 days comp time where there is no money in the budget to pay them for their time and the work which they did went far above and beyond expectation.

Selectman Hooker named Kevin Barry, Cindy Heon, Mark Tibbetts, Alex Cote, Colleen Guardia, and Rick Pelletier. Selectman Hooker stated he did not know if he was missing anyone and if he is he apologized.

Vice Chairman Robertson stated he felt Selectman Hookers idea was a great idea and he was in favor. Chairman Barry asked Mrs. Heon if she would please look into Selectman Hookers suggestion to be sure the Board did not miss anyone and see what they can do.

Selectman Hooker asked the Board if they would consider having a work session regarding the budget and where they may be able to make some cuts. Chairman Barry suggested the Board think about some suggestions and bring them to the September 15, 2008 Meeting and the Board decide then what they need to do.

**Citizen's Comments**

None

**Adjournment:**  
**7:30 pm**

On the motion of Vice Chairman Robertson, seconded by Walter Hooker, Chairman Stephen Barry called for the Vote to Adjourn. It was a Unanimous Vote in Favor. The Selectmen's Meeting of September 8, 2008 Meeting is adjourned

Recorded, Transcribed and Respectfully Submitted by Diane Lafrance, Recording Secretary.  
Pending approval by the Board of Selectmen.