

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
February 23, 2009
MINUTES**

Call to Order:

6:00pm Chairman of the Board of Selectmen, Stephen R. Barry called the Meeting to Order.

Roll Call:

Present: Stephen R. Barry, Chairman; John Reagan, Walter C. Hooker and Alan E. O'Neal, Selectmen

Absent: R. Andrew Robertson, Vice Chairman

Also Present: Cynthia Heon, Town Administrator

Pledge of Allegiance to the Flag:

Chairman Barry asked all to rise for the pledge of allegiance to the Flag.

Parks and Recreation Department:

Present: Joe Manzi, Parks and Recreation Director

- Letter/Exemption From Federal Income Tax

Mr. Manzi presented a letter to the Town of Peterborough, from the Internal Revenue Service, which addressed tax deductible contributions and a community's nonprofit status. Tax deductible contributions are described as being for a public purpose. Because this has been an issue in the past, Mr. Manzi thought a similar letter could be appropriate for the Town of Deerfield.

Selectman Hooker agreed a letter to the Town of Deerfield would be helpful and attach a copy of Section 170 (c)(1) of the Code. Joe Manzi brought the letter forward to obtain comments from the Selectmen and from there a letter to the Town of Deerfield would be requested.

Selectman Reagan placed importance on being clear that funds are to be earmarked for the Parks and Recreation Fund. Mr. Manzi stated the State Recreation Board, a nonprofit group, accommodates their sponsors in this fashion.

The Board was in agreement funds going to a Parks and Recreation Fund are for a public use and Mr. Manzi should review Section 170 (c)(1) of the Code and request a similar letter for the Town of Deerfield.

- Monthly Report/Revolving Fund Update

Selectman O'Neal questioned the status of the Revolving Fund. Mr. Manzi answered the fund is not in the negative but the balance has decreased by \$4,000 from the start of the year mostly due to the purchase of Red Sox tickets. Selectman Hooker heard not all Red Sox games were sold out and wondered if there was a chance Deerfield could obtain more tickets. Mr. Manzi believed the tickets available would not accommodate a group seating.

Review of Outstanding Minutes/February 9, 2009:

MOTION: Selectman Walter Hooker made a motion to approve the Minutes of February 9, 2009 as written. Seconded by Selectman Alan O'Neal.

Clarification: Selectman Reagan requested the Minutes of February 9, 2009 reflect that he was on business with the County Delegation the night of February 9, 2009. Chairman Barry apologized as he might have known that but did not state it that way.

VOTE: Chairman Barry called for the Vote. The Minutes of February 9, 2009 stand approved as written and with the above noted clarification.

Presentation:

Bear Paw Regional Greenways presented a plaque to the Board of Selectmen thanking them for their assistance putting the Freese Conservation Easement in place. The plaque will be mounted on the Selectmen's Conference Room wall.

Vouchers:

Payroll Manifest \$350.00 and Payroll Manifest /\$45,813.22

MOTION: Selectman Alan O'Neal made a motion the Board approve the Payroll Manifests for February 12, 2009 and February 24, 2009. Seconded by Selectman John Reagan.

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

Accounts Payable Manifest/\$8,653.70 and Accounts Payable Manifest/\$21,337.31

MOTION: Selectman John Reagan made a motion the Board approve the Accounts Payable Manifests in the amount of \$8,653.70 and \$21,337.31. Seconded by Selectman Walter Hooker.

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

Signatures Not Requiring A Vote:

1. Letter/Response to Jeff White

Signatures Requiring a Vote:

1. Toshiba Business Solutions

A. E600T \$1,773.75 Excess Rate .00473 Base Allowance 375,000 Copies

MOTION: Selectman Walter Hooker made a motion to approve the contract with Toshiba Business Solutions for copier E600T and authorize Chairman Barry to sign on behalf of the Board of Selectmen.

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

B. E270 \$ 712.80 Excess Rate .0327 Base Allowance 14,000 Copies

The Board agreed not to renew the contract for the E270 Copier.

2. Computer Abatements/Town Clerk-Tax Collector's Office

In preparation of the Barrington (Delinquency) Notices and the Tax Lien process, Town Clerk/Tax Collector, Kevin Barry presented a list of waivers and abatements.

Selectman O'Neal questioned this process. Having previously asked Kevin Barry how the process works, Selectman Hooker explained if \$3,000 was paid, and interest was due, the computer system pays the interest first and leaves that amount as principal which remains owed and gathers interest. Selectman O'Neal commented that if taxes were paid late, why wasn't the interest collected.

Selectman Reagan thought the delinquency should be reflected on the next tax bill and requested that the Town Clerk/Tax Collector attend a Selectmen's Meeting to explain the process. There is also the matter of the 2005, 2006 and 2007 delinquencies not showing up when the notices were first run.

The Board requested the Town Clerk/Tax Collector make an appointment to explain the process. Each request presented will be read and if there are questions that specific request will be set aside.

MOTION: Selectman John Reagan made a motion to approve the list of waivers and abatements as read. Seconded by Selectman Walter Hooker.

- A. Steven Anderson Map 409 Lot 71 \$ 9.80 1st half 2007
- B. Elizabeth Bartol Map 408 Lot 21 \$48.50 Interest Waiver for 2006 Lost
- C. Debra Kelley Map 420 Lot 22 \$1,354 2006 Tax/Prior Agreement Complete
- D. Debra Kelley Map 420 Lot 23 \$146 2006 Tax/Prior Agreement Complete
- E. Town of Deerfield Map 418 Lot 6 \$8 Exempt
- F. Lawrence Dunn Map 201 Lot 25 \$304.36 2006 Lien should not have been placed
- G. Equity Trust Co Map 410 Lot 89 \$11.96 Estimated amount paid by Mortgage Company/2nd bill 2008
- H. Paul Foote Map 207 Lot 43 \$3.50 Paid estimated amount 1st issue 2007
- I. David Morgan Map 406 Lot 46 \$85.64 The Current Use penalty paid/Interest to be waived.
- J. Francis Mulcahy Map 208 Lot 6 \$22.76 Current Use Penalty Paid
- K. Deborah Platt Map 422 Lot 4 \$6.86 First Issue 2007
- L. Manuel Sousa Map 202 Lot 20 \$13.44 \$17.25 costs 2006 Tax Lien was paid
- M. Tina Stevens Map 208 Lot 69 \$54.62 \$17.25 costs 2006 Tax Lien paid
- N. Charles Wheeler Map 418 Lot 42 \$558.61 \$17.25costs 2006 Tax Lien paid

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

3. Elderly Exemption/Denied

- A. Stephen Robinson/Map 416 Lot 79

Reason: Applicant lives in Maine and does not meet the residency requirements.

MOTION: Selectman John Reagan made a motion to deny the request for an Elderly Exemption for Map 416 Lot 79, Stephen Robinson. Seconded by Selectman Walter Hooker.

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

4. Abatement Denial

- A. Map 413 Lot 047/Scott Zenor

Reason: Home on property card listed as mobile home, homeowner removed mobile home and replaced with a stick built home. See letter from Avitar dated February 2, 2009.

MOTION: Selectman John Reagan made a motion to deny the abatement request for Map 413 Lot 047, Scott Zenor. Seconded by Selectman Walter Hooker.

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

Swap Shop:

Present: Rebecca Hutchinson, Deb Boisvert, Richard Boisvert, Marie Smith, Patrice Kilham, Bill Carbonneau, Alice Carbonneau and one other Volunteer

Mrs. Hutchinson said the Swap Shop plans to reopen on Saturday, April 4, 2009. The volunteers recalled barriers discussed last fall, to be placed where cars come in and out. Items are dropped off on Tuesday, Thursday and Saturday even if no one is there. A chain across the area was thought to be a better option. It was agreed this work would be done before opening day.

Mrs. Hutchinson mentioned the possibility of receiving many donations when the Swap Shop first reopens. The volunteers would like someplace to store the items until they can catalog and place them in an appropriate location, perhaps a larger section of the building. All items are checked, and dated, so they are not kept forever. At the end of two or three weeks, the space may not be needed and the process would go much as it did last year.

Chairman Barry indicated two Selectmen, Selectman O'Neal and Selectman Hooker want to view the facility before allotting space. Mrs. Hutchinson requested she and a couple of volunteers go with the Selectmen and ask Lenny Mandigo, Transfer Station Attendant, to be present as well. Chairman Barry delegated Selectman O'Neal to be in charge of setting up the meeting.

Jim Alexander, Transfer Station Director, and Mrs. Hutchinson, discussed adding a structure to the side of the building but the volunteers thought that would take too much space away from the parking area.

The Board's concern was that of money to cover project expenses.

It was the consensus of everyone to set a tentative date of Saturday, March 7, 2009. Selectman O'Neal will touch base with Lenny Mandigo concerning the best time.

The volunteers appreciated the possibility of more space. Mrs. Hutchinson pointed out that due to the economy more people will not want to throw items away but look to the Swap Shop where they can recycle. The Board agreed and thanked the volunteers for the great work managing and caring for the Swap Shop.

Signatures Requiring a Vote:

5. Notice of Computer Adjustment
 - A. Map 420 Lot 048 Sub Lot 013/D & R Investments LLC/\$669/2008 Property Tax
Value was \$254,000/Reduced to \$219,700
Reason: Temporary depreciation of 50% on April 1, 2008 (previously estimated) was incorrect. Home not weather tight confirmed by conversation with Town Building Inspector and homeowner adjusted temporary UC to 65% for 2008.
MOTION: Selectman Walter Hooker made a motion to approve the Computer Adjustment for Map 420 Lot 048 Sub Lot 013, D & R Investments.
Seconded by Selectman Alan O'Neal.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.

6. Notice of Abatement and Refund
 - A. Map 419 Lot 046 Sub Lot 006/David Whatmough/\$562/2008 Property Tax
Value was \$347,400/Reduced to \$318,600
Reason: Homeowner filed for abatement, interior inspection performed and data corrections are as follows: Change Half Story Finished of 38x28 area to Half Story Unfinished, bathroom count to 2.5 from 3 and change quality from A2 to A1.
MOTION: Selectman Alan O'Neal made a motion to grant the Abatement request for Map 419 Lot 046 Sub Lot 006, David Whatmough. Seconded by Selectman Walter Hooker.
VOTE: Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.

7. Notice of Abatement and Refund
 - A. Map 210 Lot 035 Sub Lot 001/Veronica and John Gianferri/\$244/2008 Property Tax
Value was \$505,400/Reduced to \$492,800
Reason: Homeowner requested abatement due to data errors on property card. Interior inspection performed and the 18 x 20 area listed as three Quarters finished, sketch corrected to Half Story Unfinished, added 8 x 12 wood shed and 14 x 12 coop.

MOTION: Selectman John Reagan made a motion to grant the Abatement request for Map 210 Lot 035 Sub Lot 001, John Gianferri. Seconded by Selectman Walter Hooker.

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

8. Land Use Change Tax

A. Map 410 Lot 008/Lynda Truncellito/\$11,000

MOTION: Selectman John Reagan made a motion to approve the Land Use Change Tax in the amount of \$11,000. Seconded by Selectman Walter Hooker.

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

9. Notice of Abatement and Refund

A. Map 406 Lot 033/Stephen and Debra Faulkner/\$300/2008 Property Tax
Value was \$541,800/Reduced to \$526,400

Reason: Interior inspection performed and data corrections applied include: Removal of above ground pool, bedroom count changed from 4 to 3, measurements corrected and functional depreciation of 1 added for half story finished (no heat or finished floors), corrected garage from 2 story to 1.5 story. For further reference see letter from Avitar dated February 2, 2009.

MOTION: Selectman John Reagan made a motion to grant the Abatement request for Map 406 Lot 033, Stephen and Debra Faulkner. Seconded by Selectman Walter Hooker.

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

10. Application for Current Use

A. Map 406 Lot 33/Stephen Faulkner and Debra Faulkner

MOTION: Selectman John Reagan made a motion to approve the Current Use Application for Map 406 Lot 33, Stephen Faulkner and Debra Faulkner.

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

11. Notice of Abatement and Refund

A. Map 406 Lot 34/Stephen and Debra Faulkner/\$367/2008 Property Tax
Value was \$410,958/Reduced to \$392,158

Reason: Homeowner requested abatement due to data errors on property card. Interior inspection performed and the 26 x 28 area was corrected to show no finished basement area and the number of bedrooms was corrected form 5 to 3 as reference in a letter from Avitar dated February 2, 2009

MOTION: Selectman John Reagan made a motion to grant the Abatement request for Map 406 Lot 34, Stephen and Debra Faulkner. Seconded by Selectman Walter Hooker.

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

Signatures Not Requiring A Vote:

2. Notice of Intent to Cut

A. Map 414 Lot 151 Sub Lot 001/Jeff and Karen Tripp

Review of Correspondence:

- Letter/Senator Jack Barnes

Senator Barnes forwarded a copy of a Bill SB39FN-LOCAL that passed the Senate on its way to the House. The bill is a tool to help communities handle stimulus funds they might receive.

- E-Mail/Selectman O'Neal/Chief Greeley/Oil Change Invoice

Selectman O'Neal stated that Chief Greeley had cruisers maintained by vendors other than the preferred vendors. The concern is the attitude that it is only \$5 more led Selectman O'Neal to believe the message to save money had not gotten across. A greater concern is that this attitude could be adopted by all Department Heads. The Board was in agreement to have Chief Greeley come before them to help the Chief understand what the Board said versus what he is hearing. An appointment will be scheduled.

- E-Mail/Sharon Larsen/Commendation-Building Inspector

Ms. Larsen wrote commending the Town Building Inspector, Rick Pelletier, for providing assistance with a home inspection report. The letter will be passed on to Rick Pelletier.

- E-Mail/ Dwight Barnes

The concern was raised about the amount of time taken from the normal Parks and Recreation duties to satisfy a 91-A request. The Board asked that research be done on current policy and recommended the policy be reviewed to see if multiple requests are covered. Selectman Reagan pointed out the law supports charges for copies, research and computations.

Town Administrator's Report:

1. Annual Report

The 2008 Annual Report will be available no later than March 3rd as well as on the Town Website and at the Town Offices in a hard copy format.

2. Voter's Guide

The Voter's Guide will be released at the end of this week or the beginning of next week. It will be available on the Town Website, mailed to each residence and at the Town Offices in a hard copy format.

3. Applicants for the IT/Web Technician

To date, there are 19 applicants for the position of IT/Web Technician. Selectman Hooker and the Town Administrator are reviewing the applications.

4. Job Description/Welfare Administrator

The Job Description for the position of Welfare Administrator was available for the Board's review. An ad will be prepared and released at a mutually agreed upon time as the current Welfare Administrator will leave on June 10, 2009.

5. Permit for Workforce Housing

A brochure explaining Workforce Housing was the next topic of discussion. Gile Beye from the Planning Board requests permission to use the Town's Bulk Mailing Permit.

Selectman Reagan stated tax dollars cannot be used to pay for the brochure or postage. Selectman Hooker thought the funds may be coming from the Grant. While Town funds could not be used for publishing or postage, it was thought the Town's permit could be used. Selectman Hooker will seek clarification from the Planning Board on Wednesday.

Other Business:

- Representative John Reagan/Update on the County Budget

Representative John Reagan reported that while looking at the County Budget he realized the Board of Selectmen should have a glimmer of what goes into the 74 million dollar budget. Most of the funding is for County employees (687) with most of the funding for positions in the nursing home.

Another area is the employees that operate the jail which is part of the Sheriff's Budget and add to that the staff for the County Attorney's Office. Raised through local property taxes is 42 million dollars all of which will bring about a 4% increase to the County Budget. Medicaid payments are responsible for 26 million dollars; cost per resident is \$4,500. Representative Maureen Mann said there has been a reduction for drugs by using over the counter drugs.

Citizen's Comments:

There were no citizen's comments.

Adjournment:

6:58pm

Selectman John Reagan made a motion to adjourn. Seconded by Selectman Walter Hooker. Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. The February 23, 2009 meeting is adjourned.