

**TOWN OF DEERFIELD  
MUNICIPAL BUDGET COMMITTEE  
December 12, 2009  
MINUTES**

**Call to Order**

9:00 am: Chairman~ James Spillane called the meeting to order.

**Pledge of Allegiance to the Flag**

Chairman Spillane asked all to rise and pledge allegiance to the Flag.

**Present:**

James Spillane~ Chairman, Don Daley~ Vice Chairman, Richard Pitman, Tom Dillon, Harriet Cady, Kevin Briggs, Liz Murphy, Peter Menard & Bill Carbonneau

**Also Present:**

Board of Selectmen Representatives~ Steve Barry and Alan O'Neal, School Board Representative~ Bonnie Beaubien, Town Administrator~ Cindy Heon, Finance Director~ Cindy Kelley and Recording Secretary~ Nese Farrell

**General Questions:**

None

**Deerfield Rescue Squad**

**MOTION:** Selectman Representative, Steve Barry mad a Motion to move the Rescue Squad Budget in \$28,023.00.

**SECONDED:** Liz Murphy seconded the Motion.

Steve Barry acknowledged a decrease of \$1,511.00 from last year in the Rescue Squad Budget. He stated that the budget is down due to uniforms going down to \$1,379.00, equipment maintenance went down \$400.00 and training & seminars went down to \$2,700.00. Equipment went up \$1,296.00, public safety went up \$200.00, oxygen went up \$200.00, gasoline went up \$244.00, supplies went up \$550.00 and the telephone went up \$478.00.

Don Daley referred to the Uniforms & Training/Seminars line and asked if the rescue squad members pay any of that amount. Chris Gamache of the Rescue Squad replied that his goal is that the rescue squad members should not have to pay anything out of pocket. Typically all training and uniforms are covered by the Town. Mr. Daley asked if that was regardless of participation. Mr. Gamache stated that there is a change for 2010; starting January 1, 2010, if they set forth the minimum criteria to qualify for essentially uniform and training, they would get to make 15% of the calls and 15% of the trainings. Bill Carbonneau asked what they are buying for the equipment line to go up. Mr. Gamache replied that they always have a \$500.00 buffer and the only pieces of equipment they are buying this year are two portable radios. He explained that about five years ago the state put a grant out for everyone to have the same radio; they've only changed over half the radios they have. Steve Barry added that the Rescue Squad had supplied a detailed spreadsheet that explains exactly what they are looking to buy. Chairman Spillane asked if they are only attending 60% of the meetings are they staying informed enough. Mr. Gamache said they put the minutes out and keep in contact through email, as some have different work schedules and obligations. For the most part, the trainings are more important than the meetings, as the training is where they make up for the lack of experience. Harriet Cady asked how many times a year there will be training. Mr. Gamache replied that there are monthly trainings; 12 trainings a year.

**VOTE:** Chairman Spillane took a Vote to approve the Rescue Squad Budget as written in the amount of \$28,023.00.

It was a Unanimous Vote in Favor.

**(3 Warrant Articles)**

Steve Barry stated that there were two warrant articles applied to Rescue Squad; one having money in it.

**ARTICLE-1:** Steve Barry acknowledged the warrant article to see if the Town would vote to raise and appropriate the sum of \$16,000.00 for the purpose of stipends to be paid out to the members of the Rescue Squad for compensation on their services to the Town (requested by the Deerfield Rescue Squad and put in by the Board of Selectman).

**MOTION:** Selectman Representative, Steve Barry made a Motion to accept the warrant article in the amount of \$16,000.00.

**SECONDED:** Richard Pittman seconded the Motion.

Chairman Spillane asked how the stipends would be paid out. Chris Gamache replied that he submitted criteria from the research on this type of compensation. He said they have to have a license to provide the service to the Town. At this time it is set up on an "on-call" bases; everyone has a pager and if they are around they go out. He is trying to guarantee coverage within the Town of Deerfield at all times and it will be a process to get there. He feels one way to entice volunteers to sign up for shift coverages would be to compensate them.

Chairman Spillane asked if the stipend will be paid out because they are scheduled for a shift or because they made a call. Mr. Gamache replied that it is for both, as there are two ways the members can qualify for stipend pay. They have set minimum criteria for earning points or numbers of shifts. The point system is a point per call or fire department assistance; if the fire call goes over four hours they would get an additional point for every two hours over that. If they end up transporting in with the ambulance they will receive a point, they also accrue a point for any special meeting or detail call, a truck charge, as well as weekend and holiday shifts. The compensation is related to how many points they have and will be paid out every six months; paid out in June and December.

Tom Dillon asked how he feels having stipends would make the Rescue Squad more effective for the Town. Mr. Gamache replied that they are doing schedules for about three months in advance and have had minimal of members signing up for them. They made it quite clear that from December through March they *may* be doing it for stipend pay or just for the good of the Town; since then they have had several sign ups (more than half of the sign up slots for December are filled in). Members are assuming that it is going to pass and they are getting positive responses.

Mr. Dillon asked if there is an issue now with people not being around/available to take a shift. Mr. Gamache replied that at certain there is; during the day and around five o'clock in the morning due to members that have to go to work (those are some of the peak times). Mr. Dillon asked if he feels that it will attract some members who are around at that time or get them to change their work hours so that they are around. Mr. Gamache does not feel that members would change their work hours, but feel it will entice members to go on calls that they normally would not have. Steve Barry added that it is also a time-extender; where if it can start this way, it would extend the ultimate bottom line that it would come down to eventually... in that the Town would have to have a paid Rescue Squad. He added that there used to be more volunteers around when there were quite a number of people who worked in town and were on the Fire Department and Rescue Squad. The economy had now dictated that people have to leave town to go earn a living and there are less people available during days and nights. He feels that this is an incentive to try to stave off that point where they are going to have to go to paid EMT persons.

Liz Murphy said it appears to be measurable that over time that they would be able to determine if the stipend plan is actually working or not. Chairman Spillane stated that the Committee would hope to have a spreadsheet of those members and the points in next year's budget evaluation, so that they could see what they have done. Mr. Gamache said there is a spreadsheet he prepared ahead of time in the event that it passes. Chairman Spillane asked if the \$16,000.00 calculates being enough and if he feels if it would be entirely expended or will it roll over to the following year. Steven Barry said the formula will be based on the number of points and they will decide what a point is worth and the entire amount will be expended. He feels that if this is approved, a line would appear in the actual budget for the following year with a number in it to continue the process.

Peter Menard referred to the Revolving Fund and whether it is related to the stipend. Mr. Gamache replied that it is a separate issue. Don Daley asked if the question of whether they would be town employees has been resolved. Steve Barry said they would not necessarily need to be town employees due to them being a "stipend employee"; they would be taxed. He added that they tried to deal with the employee part, as the Rescue Squad members are not employees of the town and a stipend person does not need to be. Chairman Spillane asked if it is legal for the Town to pay out money to them even though they are not employees of the Town. Town Administrator, Cindy Heon replied that they would be like a contractor (1099). Harriet Cady stated that in Northwood they pay the firemen a stipend for going out on calls. Don Daley asked if the Fire Department has discussed a stipend pay. Steve Barry replied that it has been discussed, but no action has been taken.

**VOTE:** Chairman Spillane took a Vote to approve the warrant article for stipend pay to the Rescue Squad in the amount of \$16,000.00. It was a Unanimous Vote in Favor.

**ARTICLE-2:** Steve Barry acknowledged the warrant article requesting a vote to reauthorize/ recertify the Rescue Squad, as some paperwork was not completed over the last couple of years. He stated that it is in hopes to confirm its existence and to fix the 1984's warrant article that requires the Director to be a certified EMT; and instead making it whomever the Town chooses to appoint as the Director of the Deerfield Rescue Squad. Chairman Spillane asked if this would leave the Town having no certified EMT in the Rescue Squad. Mr. Barry confirmed that just the Director would not be certified. Mr. Gamache added that RSA 153 is the law that actually manages and dictates an EMS Service; it clearly states that the Director have a license. Steven Barry stated that they have been very happy with Mark Tibbetts as their Director for the last couple of years, but he does not meet the requirements of RSA 153 and they were unable to reappoint him.

**ARTICLE-3:** Chairman Spillane acknowledged the warrant article that was tied into the Volunteer Fire Department. Steve Barry stated that the property at Church Street is owned jointly by the Deerfield Fire Association/ Volunteer Fire Association and the Deerfield Rescue Squad. He added that if it is approved by voters, the Town would be paying both associations.

**MOTION:** Selectman Representative, Steve Barry made a Motion to accept the warrant article to recertify the Rescue Squad and reappoint Mark Tibbetts as Rescue Squad Director.

**SECONDED:** Bill Carbonneau seconded the Motion.

Chairman Spillane called for any discussion on the warrant article (Article-3) to pay the Deerfield Rescue Squad and Fire Department jointly for their property in the amount of \$28,635.00 for the first year; with a total dollar amount of \$114,540.00. Harriet Cady asked if the property still had the deed restriction that only the Fire Department can use the land. Steve Barry replied that to his knowledge it does and it is explained in the warrant article that the purpose of the purchased is for the future expansion of the Deerfield Volunteer Fire Department, Deerfield Rescue Squad and parking spaces generally used during town functions. He added that they were informed that due to a change of the word "reimbursement" to "purchase", a public hearing needs to be held prior to the Vote. He confirmed that the Deliberative Session does not count. Chairman Spillane asked if a public hearing would specifically be held for this. Cindy Heon replied that they would try to work it into a Board of Selectmen (BOS) meeting.

**VOTE:** Chairman Spillane took a Vote to approve the warrant article to purchase the property owned by the Deerfield Rescue Squad and Fire Department in the amount of \$114,540.00.  
It was an 8-3 Vote in Favor.

Harriet Cady said that if the Town does build a fire house that it should not be built on Church Street, as it is a congested area and if fire trucks come out, it could cause even more problems. Kevin Briggs added that the deed restriction was put on there because when the Town bought the land (where the gazebo is) it was sold to the Town with the Fire Department intended to go there.

### Police Department

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Police Department Budget in the amount of \$617,972.00.

**SECONDED:** Peter Menard seconded the Motion.

Steve Barry acknowledged an issue this year that the oldest cruiser the Town has (operated by the Chief) had a frame that rotted out. It was inspected by M&M Ford and they were told that it needed to be parked immediately, as it was not safety to operate. The Police Department has had a vacancy in a position that has been open since May 2009 and it was decided to use that remaining salary money to replace the cruiser.

Chief Greeley was able to find a suitable 2009 Ford Crown Victoria to replace it and all the equipment was pulled out of the old cruiser and put into the new one. The old cruiser was surplus out at \$500.00. It was not expected to be replaced in the 2010 Budget, as they were looking to continue with the replacing one cruiser a year plan, but they had slipped away from that process. There is an additional cruiser that they are looking to be replaced in this budget.

The BOS has voted to replace the officer who left in May and they have been informed that another officer has retired (he is staying on part-time to help the Town out), so that will be another officer that will need to be replaced next year. Don Daley asked how the vacant position has affected the Police Department. Chief Greeley replied that he tried to run double coverage through the square miles of the Town, but the calls went up this year. He noted that the reportable calls are up over 100 calls this year so far and the arrests are also up this year, so it does effect the department. He said one of the reasons for the overlapping coverage was to make sure he had enough officers on the road to make the Town safe. The number of arrests and calls for service this year show that there have been several investigations that were necessary; including serving out warrants, which have doubled this year compared to last year. He added that this puts his Detective (who partially works for the road as well) spending more time working on investigations. He stated that the public may not see how it affects them, but it does in fact affect the internal workings of the Police Department's office.

Chairman Spillane asked how the overtime line is affected. Chief Greeley replied that the overtime line has not really been affected, but the part-time line has been affected this year. He noted that one of the officers takes comp time instead of taking overtime; taking extra time off in between and it does not necessarily affect the overtime line. Fortunately, the officer that retired this year decided to take a day off a week for the last month of his work to take down the month that he would have to be paid at the end of the year; to be handed his full compliment of comp time.

Peter Menard asked if the Revolving Fund warrant article passes would the special detail officer line be reduced by that amount. Steve Barry replied that they would have to take that money and put it into the Revolving Fund. Chief Greeley added that as of this time next year (if it passes) they would see a \$1.00 in that line item next year. Harriet Cady referred to the special detail coming in during the year and asked if the Revolving Fund passes why the money wouldn't just be put into the Revolving Fund. Chief Greeley repeated that for this year the money would go right into the Revolving Fund and next year it would not be in that line item at all; it would reflect \$1.00.

Don Dillon asked what the new server was for. Chief Greeley replied that the present one is old and almost full. The IT Director, Steve Jamele has informed him that it could go any day now. Mr. Dillon referred to the fire arm/ ammunition line and asked if the increase is going to effect training or day to day operation. Chief Greeley replied that it would not affect training. The Police Department wants to try to save money, but at times they need to up the line to get a bunch of ammunition (and stock pile it) and then try to let it go down a little. They are working on stock piling for the rest of the year this year.

Bill Carbonneau asked how much it really cost to run the Police Department (including all the benefits). Mr. Barry replied that the retirement budget line of \$57,662.00 is for the retirement; the FICA & Medicare is a different budget. Finance Director, Cindy Kelley confirmed that the Police Department does not

pay FICA. They pay 1.45 for Medi (1.45 x the salary line).

Mr. Carbonneau also asked how much money was moved in or out of Police Department budget (or changed from the original line that was budgeted for last year). Steven Barry stated that they cannot over expend the bottom line. Mr. Carbonneau would like to know how much flexibility is used to juggle the books. Mr. Barry confirmed that the books are not juggled. It was explained earlier that they did not replace the officer this year and it just happened to work out when the chief's car fell apart. This allowed the room in the Police Department budget, but he believes they budgeted \$30,000.00 for police details (somewhere over \$65,000.00). Chief Greeley replied that this past year they budgeted for \$27,000.00 and is in the vicinity of \$62,000.00 as of November 25<sup>th</sup>. Mr. Barry added that most of it was for the transformer and confirmed that it is reimbursed, but they can only spend the money they have budgeted (the Town has been reimbursed, but that money goes into the General Fund and they cannot use that). Chief Greeley said that out of that line, more than that came back (overabundance from what the Town charges out).

Chairman Spillane referred to the grant line, as it seems as though they are not pursuing any. Chief Greeley replied that there are some warrant articles in there that are technically grants, but they have to be done as warrant articles (moneys that have to be appropriated and the State will reimburse).

Chairman Spillane asked if there is anything that says what type of cruisers they have to buy. Chief Greeley said there are certain cars that are "police quality" vehicles; Ford Crown Victoria, Chevy Impala and Dodge. Steve Barry said they have had extensive use of the Crown Victoria, but this is the first time he recalls ever having that kind of a problem. He stated that last year they budgeted for a Ford Crown Victoria, but because of the flux in the market they asked the Chief to inquire on any savings by upgrading to a four-wheel drive vehicle (which is what he originally wanted). He was able to find a Ford Explorer and it was about \$700.00 more; they used money out of his budget to upgrade that purchase.

Chairman Spillane asked if they are also comparing their economy for fuel. Chief Greeley said if his car had lasted till next year he had planned to get an Impala, as it was better on gas. However, to replace one of the front line cars with an Impala, the amount of money saved would have been spent in purchasing new equipment; the cases, bars inside and the light bars are different and would cost about \$4,000.00 to include.

Tom Dillon referred to the tazers, asking why here and why now. Chief Greeley replied that they've been trying to get tazers for the last couple of years and he had an officer that was to donate one last year, but it was not presented properly and it was rejected by the BOS. It was tried a couple of years prior to that by former Chief Turner and he was told no. This year the Chief brought a list of their uses of force and a couple of incidents where an officer had to go hands on with people. He does not want to see one of the officers get hurt and he feels this is a safety issue for the protection of the officers. He added that chemical agents do not necessarily work anymore, as there are some people that on drugs that they do not work on. If a piton is necessary, it will break a bone. Tazers effect the nervous system, gives them a quick stun to incapacitate them long enough for an officer to put hand cuffs on them and secure the person; they are not meant to do any physical permanent damage to anyone.

Steve Barry added that the BOS has had many conversations about tazers, but the bottom line is that any extra equipment that can be given to the police officers to help them remain safe and keep them from the last resort of pulling out their gun is worth pursuing. With a tazer, it is a guarantee that the person is going down, but they will get back up. It prevents the situations when those are not affected by pepper mace and provides another level of safety for our officers, as well as the people that they have to deal with. He added that it was explained very well this time as a safety item and for the cost and the training, the BOS feel it is well worth it.

Bill Carbonneau is concerned with what type of training the police officers get to insure that they do not misuse it. Mr. Barry replied that every officer that trains with it has to experience it on himself, so that they will think twice before they use it. Chief Greeley said there are certified instructors/trainers in neighboring towns. He added that the question of how do you keep an eye on an officer who is misusing pepper spray or a piton could be posed as well. As long as they have the training to use it the proper way there will not be any issue, but if they are using it in any improper way it is a personnel problem dealt with by the Chief. The Chief confirmed that he budgeted for nine tazers; one for each of the fulltime officers and one for the two part-time officers to share. Peter Menard asked how many times a tazer would have been used in the past few years. Chief Greeley replied that it would have been used about a dozen times and gave an example.

Peter Menard asked if the tazers go through this year, would the next year be the same amount requested. Chief Greeley said that only cartridges need to be replaced and maintenance should not be much. Don Daley referred to the vacant fulltime position and the retirement position that is open and asked what the time table would be on filling them. Mr. Barry stated that the BOS authorized to start filing those positions after January 1, 2010. Chief Greeley hopes to have people hired and have a full staff by the end of January 2010. The officer that is retiring offered to stay till the end of February to cover some shifts so that the overtime & part-time won't be blown totally (reducing his hours from 40 hours to 20 hours a week).

**VOTE:** Chairman Spillane took a Vote to approve the Police Department Budget as written in the amount of \$617,972.00. It was a Unanimous Vote in Favor.

(4 Warrant Articles)

Steve Barry confirmed three highway speed patrols, highway safety/ repair driver patrols, highway safety/driver sobriety check points. All of them would have a grant to offset the appropriation in its entirety.

**MOTION:** Richard Pittman made Motion to approve all three warrant articles together.

**SECONDED:** Liz Murphy seconded the Motion.

Don Daley addressed that all three of these were voted down last year and inquired why the people did not want them. There was discussion on possible reasons why people would not want extra cruisers out there watching their speed or impaired driving.

Harriet Cady asked for an estimate of hours each of these warrants would put a police officer out on the road. Chief Greeley replied that the speed grants would be figured at the highest paid officer's time and a half rate. The numbers for the DUI Patrols and the speed ramp patrols are both four hours at a shot, but it depends on how they are scheduled. He stated that he would try to schedule them in the morning during peak hours and the afternoon during peak hours. The sobriety check points would be a six hour shift.

**VOTE:** Chairman Spillane took a Vote to approve the three warrant articles all together.

It was a Unanimous Vote in Favor.

Steve Barry added that it has no money it; the Revolving Fund/Town Special Details was originally started out as a Revolving Fund for police details. There have been other incidents in town; the Road Agent was requested to assist moving the transformer during his off hours and the company was willing to compensate for his time as he was a salaried employee. Mr. Barry stated there was no mechanism for the Town to pass the compensation onto to him, as it was not possible to adjust a salary employee's hours. They felt it was necessary to include all town employees in this Revolving Fund; separated by Police and any other separations. There will need to be a policy made up for the rest of it, but this should open the door in getting the Police Department set up with a Revolving Fund (as well as setting up perimeters for any other town employees should the possibility arise). Chairman Spillane confirmed that there is no money attached.

Harriet Cady referred to the Revolving Fund and recalled at one of the BOS meetings that the Chief said that under the law, the Town cannot be reimbursed from that Revolving Fund for vehicle use, insurance and administrative costs. Mr. Barry confirmed that the BOS had discussed it to a large extent. Cindy Kelley added that they cannot pay for those expenses out of the Revolving Fund; they can only pay for the direct labor costs out of it. She confirmed that it was from talking to the Auditor's advice and by checking the surrounding towns on how they do it.

Harriet Cady stated that she found out that the Town no longer has the say on what could be bought out of the Revolving Fund. Mr. Barry replied that the BOS does not expect a surplus of any great amounts in the account, as they are basically paid in and paid out. The Town would be taking its administrative fees and money for cruisers out of it. He added that it states that "only upon prior approval by the department head and by the order of the Board of Selectmen". He would say that the Town's vote on this article would give that power to the Board of Selectmen.

### Animal Control

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Animal Control Budget in the amount of \$15,038.00. He acknowledged a decrease of \$1,614.00. He noted that the part-time employee line was reduced by \$2,000.00; expended \$5,000.00 in that line as of November 25<sup>th</sup>, as it is not yet known how the hours would be available so they elected to go with a 20% decrease.

**SECONDED:** Richard Pittman seconded the Motion.

**VOTE:** With no further discussion, Chairman Spillane took a Vote to approve the Animal Control Budget as written in the amount of \$15,038.00.

It was a Unanimous Vote in Favor.

### Highway Safety

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Highway Safety Budget in the amount of \$6,825.00. He acknowledged an increase of \$5,703.00.

Chief Greeley stated that the increase for the equipment line is to purchase a traffic monitoring device. It includes the recorder to determine the amount of traffic going through a section of town, which includes a radar that is inserted inside. Mr. Barry added that the BOS are constantly asking the Chief to do traffic studies on certain roads and this device would enable him to not have to sit there counting cars. The device would count the cars that went by, record the time and give a better idea of how the roads are truly being used, as well as allowing him to monitor certain places when activities are going on. The device would not be visible for passing cars and would allow a true and accurate reading of issues on certain roads. The Highway Department and the Police Department can both use it.

Don Daley referred to the increases in both the safety programs and equipment and asked if they were related to this. Chief Greeley confirmed that the equipment line is. Chairman Spillane asked about the traffic slow down project under the safety programs where there is \$2,000.00 allocated. Mr. Barry added that after a study by the Department of Transportation (DOT) and the Road Agent, the Planning Board requested Church Street be investigated for ways to slow down traffic (to make it easier for elderly citizens to walk across). There was some talk about a plastic divider, but the BOS was totally against that option. They asked Fred McGarry of the Planning Board to explain what they were looking at and he gave them a number of approximately \$2,000.00 that the Road Agent felt it would be viable to do certain aspects of the project; the cross walk and walking lanes.

Don Daley referred to the major increase in the budget and the economy being where it is and asked if these two things are really necessary at this time. Mr. Barry replied that the Planning Board felt it was necessary enough to make a request to the BOS. Understanding the economic situation as it sits, traffic calming has been an issue on Church Street for a number of years. There was a study a while back to make it more of a walking and biking street. He feels it is well worth it to try to slow traffic and make it safer with all the traffic and activities that happens in the center of town.

Chairman Spillane expressed that he would rather have them as warrant articles for the Town to vote on it. Liz Murphy asked if they had considered dividing the question between the Traffic Committee and the Church Street bickering. Chairman Spillane stated that if they take a vote on this budget, they are both included the budget.

**MOTION:** Don Daley made a Motion to reduce the safety program line from \$2,400.00 down to \$600.00/ level funded (referring to the Church Street).  
**SECONDED:** Bill Carboneau seconded the Motion.

Richard Pittman asked if it is going to reappear somewhere else. Don Daley added that it certainly is something good to have, but in a tight budget year we should wait a year on it. Chairman Spillane again suggested that it would be more appropriate as a special project warrant article for the townspeople to decide. Tom Dillon said if they would decide to do that then why not take the whole \$2,000.00 out instead of the \$1,800.00, as essentially there is \$400.00 in that line for helmets and Halloween bags, as well as the \$2,000.00 for this prep project. He suggested funding the line at \$600.00.

**AMENDMENT:** Don Daley amended his Motion to reduce it by \$2,000.00 and to fund the line at \$400.00.

Bonnie Beaubien stated that she feels this is the year to do this project. Harriet Cady said that just taking the parking spaces in front of the library would widen it. Kevin Briggs asked if all that is going to happen is painting the road. Mr. Barry said that the basic idea is for cross walks. Maureen Mann of the Library Trustees stated that the problem of the intersection where Candia Road comes in and it is very dangerous. There is a plan to figure out temporary solutions, like perhaps barrels or painting until they can figure out the best way to deal with that particular intersection. She added that the cross walks down near the Church and Upum Way has more and more pedestrian traffic. People are having a hard time as there is no yellow line down the middle of that road and they feel the best thing to do is to mark the middle of that road to prevent people from driving down the middle, as well as adding a sign that says "slow down/ intersection coming". She said the idea is to make it safe for kids in nursery school and senior citizens. If they take away the parking front of the library without paving an additional section, where would library patrons park. They host evening meetings and they are hoping to have more meetings. She stated that it is challenging to park to go to the library as it is.

Liz Murphy asked if the \$2,000.00 for the traffic slow down project is for the library area. Library Trustee, Maureen Mann confirmed that the area is Church Street and down past the Community Church. Chairman Spillane questioned if a traffic study was done by the State on that intersection.

**SECONDED:** Liz Murphy seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the line decrease by \$2,000.00, and funding it at \$400.00.  
It was a 7-4 Vote in Favor.

Chairman Spillane stated this could always be brought up again at the Deliberative Session if they receive more evidence and details. Harriet Cady stated that the Southern Planning Commission has grant money available for various transportation projects and suggested looking into a grant for this. Chief Greeley said there are several grants out there, but he is not sure if there is one for the monitoring device.

Peter Menard asked about the actual cost of the device. Chief Greeley stated that there is a quote for a total of \$4,422.00 (including freight charges). Liz Murphy would accept the line, but would hope that the Chief would look into grants before the Deliberative Session.

Don Daley would like to reduce the equipment line from \$4,422.00 down to \$500.00.

Tom Dillon added that he would like to see the monitoring device and the slow down project as a warrant article. Steve Barry understands the reasoning for having them as warrant articles, but a warrant article publicizes it and the whole budget could be a warrant article. He stated that the BOS sees this as a piece of equipment that is necessary for operating the services they need to operate (or request the departments to survey), and that is the only reason it did not come out in a warrant article. Chairman Spillane feels that the explanation is valid, but there have been warrant articles other times for equipment that was not necessarily vital to the running of the town; allowing the townspeople to reject just that one item, whereas if it is a line in the budget, they cannot do that (the budget is either approved or not as a whole). Mr. Barry admitted that he does see it as a failing and there may be an argument for the other side, but this is the way the BOS decided to go.

Liz Murphy said that at the Deliberative Session it could be zeroed out or added in. Harriet Cady said a Selectmen Representative said that they seem to need it two or three times a year and asked how they presently pay for having it done two or three times a year. Mr. Barry replied that the Chief would put a cruiser out there to do a traffic study; taking anywhere from three to four weeks for him to be able to schedule it and get it back to the Board with the available information. Mrs. Cady followed up that the Southern Planning Commission does traffic studies and asked why the Town has not asked them to do the surveying since they are paid by the Town (as members) and there are a number of hours for them to do things for our Town. Mr. Barry replied

that he could not answer the question at this time.

**VOTE:** Chairman Spillane called for a Vote in favor to Amend the line and reduce the line to \$500.00 (bringing the bottom line to \$903.00). It was a 6-5 Vote in Favor.

**VOTE:** Chairman Spillane confirmed the Amended Motion for the bottom line of the Highway Safety Budget of \$903.00. It was a Unanimous Vote in Favor.

### Philbrick James Library

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Philbrick James Library Budget in the amount of \$77,778.00. He acknowledged a decrease of \$199.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Don Daley referred to the full-time position showing that it was level funding, but noted that the documentation shows a proposed increase. Steve Barry stated that there is there a proposed increase for the Library Trustees. He added that the BOS did not approve any proposed increases.

Harriet Cady asked if it was possible to get a line in all of the budget worksheets that would say "department request", "selectmen recommend" and "municipal budget committee recommend". Mr. Barry said at this point, this is the Board of Selectmen's proposed budget, approved by the Board of Selectmen. Proposals that were not approved prior to the approval basically do not exist. Chairman Spillane stated that probably next year it is something that can be considered and if the library trustees would like to put forth a warrant article to give that increase they can do so then. Mr. Barry stated that the BOS did take a vote not to give raises for 2010.

Peter Menard referred to the explanation and asked who the author of the agreement was. Chairman Spillane confirmed that the increase was not accepted in the budget. Kevin Briggs asked about the heat vestal and asked if it was all heated separate from the building. Librarian, Evelyn Cronyn said there is electric heat and that they have two electric heaters; one on each floor (a10x12 square foot on each level). Public Services of New Hampshire (PSNH) gave an estimate of what an estimated normal usage would be and then multiplied that at 25 per level; which would be \$50.00 per month for the seven months of usages.

Harriet Cady asked what the LCD monitors were for. Maureen Mann said they are computer monitors. Bonnie Beaubien said that as a former library trustee, she recalls a long time ago they tried to look at wages of librarians across the whole state, in order to reward their 25+ year librarian director; trying to insure up slowly so that she would be at the top of the wage scale. Steven Barry stated that in his personal opinion, she is worth twice what she is paid, but in light of economy, the BOS cannot give her a raise. Instead, they are asking the townspeople to approve the COLA warrant for a possible adjustment.

Harriet Cady said she would have liked to see the number of calls or number of patrons that come in. Evelyn Cronyn confirmed that it is listed on the Town Report, under the Library's Report and it is listed at the beginning of the report every single year.

Peter Menard referred to the BOS not proposing any wage increases; however, the approach to the Tax Collector and IT Director was unusual. Mr. Barry said it was a salary wage adjustment and had it been presented as such with the accompanying documents, it possibly could have changed the outcome. Mr. Menard asked for what the ballpark figure for the same approach to be done for the librarian's salary would be, as they have increased the lines. He feels the library is one of the foundations of Deerfield. Chairman Spillane said a motion can be made now to increase the full-time line (\$37,440.00, which would bring it to \$18.00 per hour).

**MOTION:** Peter Menard made a Motion to increase the librarian's salary line to \$37,440.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Bonnie Beaubien added that she believes it is well deserved and it is something they have been working on for years. Steve Barry agrees with the sentiment and the action. Liz Murphy feels it is an important move, as the library is the center of the town in many respects. Bill Carbonneau said he could support an increase for that position, but would not support a 10% increase all at once at this time. Library Trustee, Maureen Mann said when they put in the increase they were not aware that the Board was subsequently going with no wage increases. They did put in a wage adjustment for individual positions and had they known that was their option, she would personally be happy to verify this particular position (a person who has served 26 years) and what it would cost to replace the current librarian (it would be twice that amount). She added that knowing what the salaries in the surrounding communities are, she would offer to provide the evidence for a wage adjustment and have the information ready for Deliberative Session. Mr. Barry said that the BOS did not decide on wage increases until well after the budget process had started.

Don Daley agrees that it is well deserved, but feels that going into the second year with no pay increases given to town employees would make it unfair. Mr. Barry confirmed that the BOS has not given merit raises/ performance raises. Don Daley said pay increases haven't happened last year or next year, and the COLA was voted down last year. He feels it is a good possibility that the people may vote it down again, as many townspeople themselves have

been in a pay freeze. He added that now there is a situation where a couple of employees are given pay increases and others that are just as deserving are not getting noticed; in fairness, he cannot support it. Mr. Barry said in fairness that he could pick four or five others that deserve it, but cannot do so due to the climate. Chairman Spillane agrees that it is a much deserved position and feels everyone deserves a wage increase, but asked what kind of management environment this creates when resentment begins.

Harriet Cady asked for what the trustees had come up with as an adjustment to present at the Deliberative Session (which is the 10% increase) and asked what is the difference. Chairman Spillane confirmed it was documented as their recommendation, being \$16.86 an hour (a 3% increase in her salary). Mr. Barry said it is an increment towards moving towards the \$18.00 per hour that is on the floor at this time.

**ADMENDMENT:** Peter Menard amends his Motion to an increase to \$37, 440.00 (35069 in the line)

**MOTION:** Harriet Cady made a Motion for a 3% increase in the salary of the Librarian, bringing the line to \$35,069.00 (a rate of \$16.86 per hour, making the bottom line \$78,797.00).

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane confirmed the Amended Motion for the increase of the Librarian Salary in the amount of \$35,069.00. It was an 8-3 Vote in Favor.

Harriet Cady referred to the heating oil and that it was budgeted for \$2,400.00, but they actually spent \$2,659.00. She stated that heating oil has not gone up, but last year they were at \$4.00 per gallon and now it is down \$2.50 per gallon. The price per gallon last year was paid at \$4.19 for part of the year. The contract now is for \$1.719 and goes to the end of June 2010 (estimating \$2.00 per gallon).

**VOTE:** Chairman Spillane confirmed the Amended Motion for the bottom line of the Philbrick James Library Budget in the amount of \$78,797.00. It was a 9-1 Vote in Favor.

### Conservation Commission (1 Warrant Article)

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Conservation Commission Budget in the amount of \$ 2,384.00. He acknowledged an increase of \$239.00.

Deerfield Conservation Commission Treasurer, Erick Berglund stated that there is a discrepancy of \$ 44.00. Mr. Barry said it was discussed to move the budget as presented and they did discuss moving the \$44.00, but he recalls the budget was approved as presented, per the minutes. Mr. Berglund stated that the budget presented was \$2,428.00 and there was discussion about the \$44.00; however, the vote of the BOS was 4-1 to support the budget as presented. He stated that Selectman Hooker was opposed to the \$44.00 being included and he feels that it is clear that the BOS passed the budget as presented at \$2,428.00.

**MOTION:** Bill Carbonneau moved to Amend the line, adding the \$44.00 to the budget (under the postage line), making it \$75.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Harriet Cady stated that according to this budget they extended \$1,014.23 and would like to know what the \$1,370.00 was for. Mr. Berglund confirmed that the year is not over yet and much of this is committed, as they have a secretary line that is being worked on and there is still some money to be paid out of that. He feels the excess would be significantly reduced in the number that is calculated. Mrs. Cady requested an estimate of what it is going to be reduced or two weeks more to expend. Chairman Spillane confirmed that they do have some payroll for a secretary that has not been paid out yet. Mr. Berglund confirmed that there is another meeting scheduled that the secretary has not been paid for and there is money due from last pay period. He stated that he has a report as of December 3<sup>rd</sup> that shows their year-to-date expenses for \$1,114.00.

Chairman Spillane moved on to the stamped line, as there is a Motion on the floor to Amend that line to \$75.00. Steve Barry said it was discussed to reduce the postage line and to add the \$44.00 to the part-time secretary line.

**ADMENDMENT:** Bill Carbonneau withdrew the Motion to increase the postage line.

Chairman Spillane confirmed the bottom line, as it was proposed by the Board of Selectmen at \$2,384.00.

**MOTION:** Harriet Cady made a Motion to reduce the bottom line to \$1,500.00, as she feels that the Conservation Commission has a historical record of not expending their budget and they are a department that has money left over that goes back and does not come back to the Town to reduce taxes.

**SECONDED:** Kevin Briggs seconded the Motion.

Chairman Spillane asked if specific lines can be adjusted to get to the bottom line figure. Mrs. Cady would like to reduce the Conservation Commission's dues to \$250.00 (removing \$200.00 from bottom line).

Erick Berglund feels that this is a false impression of a surplus. Chairman Spillane asked if he could transfer back in to recoup what was spent out of the fund and then reflect it into the budget, so that they can see an actual. Mr. Berglund stated that there should be a footnote. He said they have membership fees (belong to New Hampshire Association Conservation Commissions, Lamprey River Water Shed Association and Bear Paw), and together they make up the \$450.00. He stated that if they are being asked to reduce that, it will effect their Commission. He added that the Forestry Commission has only a \$6.00 budget and the Conservation Commission has committed \$10,000.00 to support them as they are in need to have a professional forester do a survey. Ultimately, if there is going to be timber harvesting in the Conservation line, it needs to be setup as an appropriate.

Steve Barry recalls that every proposal that the Conservation Commission has put forward, on a town warrant to the tax payers for the last 20 years that he has been around has been approved. He feels it clearly shows that the people of this town approved the work of the Conservation Commission and he does not believe \$2,400.00 a year is allowing them to do that work. It is being used to further the efforts of the Conservation Commission and it is a supported activity in this town, so he feels it is something they should not mess with and give them the money they are asking for.

Peter Menard asked if it is true that this year is the first year that there has been a secretary and if it is adding to their cost this year. Mr. Berglund confirmed that the secretary just began in the fall. Mr. Menard asked if they get the \$2,300.00 next, then the year-to-date would be a higher figure due to paying the secretary as they go. Mr. Berglund confirmed that would be correct. Mrs. Cady asked if the membership fee to Bear Paw was related to the Commission giving easements to Bear Paw, and if so, she feels it is a conflict of interest to belong to an organization that they sit on Board of and make votes for.

**VOTE:** Chairman Spillane called for a Vote on amending the bottom line to \$1,500.00.  
It was a 2-9 Vote Not in Favor.

Chairman Spillane confirmed the bottom line back to the original amount of \$2,384.00. Tom Dillon asked why the part-time secretary line has gone up 30% (budgeted for nine hours a month at \$12.00 per hour). Mr. Berglund replied that they had been calculating at \$10.00 per hour and had not hired anyone. He confirmed that to be consistent with what that person was being in the other departments with the Town, the pay was set at \$12.00 per hour.

Harriet Cady asked about the conservation easement on the Clifford Property having post signs up without a phone number and asked why it did not show who posted it. Although this question was not relevant to the budget, Bonnie Beaubien said it was posted by Larry Clifford (her neighbor, owner of property).

**SECONDED:** Richard Pittman seconded the Motion to approve the Conservation Commission Budget's bottom line of \$2,384.00.

**VOTE:** Chairman Spillane took a Vote to approve the Conservation Commission Budget as written.  
It was an 8-1 Vote in Favor.

### Welfare Administration

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Welfare Administration Budget in the amount of \$64,630.00. He acknowledged an increase of \$356.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Harriet Cady stated that the Welfare Budget show an expenditure of \$44,856.00 and asked why it is up \$20,000.00. Steve Barry said we have not reached the end of the year and the main part of this whole is the \$40,000.00 in the appropriation of the welfare, and there is no way to judge what is going to happen. He stated that one person could walk in and wipe out the rest of that money. The Welfare Budget is something that the BOS puts out there and hopes they can stay within it, but certainly need to make the funds for. He added that when someone in this town comes for assistance, the Town has no choice but to provide it; the \$40,000.00 is there to cover in case they need it. Peter Menard asked if the State is cutting back on their support. Mr. Barry replied that he does not know of anything that the State is not cutting back on.

Tom Dillon said the backup material stated there is no change in the stipend, but there is money in that line even when adding the Deputy Welfare Administrator (in the part-time employee line). He asked if it was a timing issue. Mr. Barry replied that it is increased to reflect the cost of an on-call Deputy Welfare Administrator; the stipend of the Welfare Administrator remains unchanged. Mr. Dillon stated that if the math is done, one can see that the line has gone up \$877.00, and subtract the \$360.00 for the new Deputy Welfare Administrator it would still leave \$517.00. Finance Director, Cindy Kelley said it was a miscalculation the prior year; the stipend was increased in the middle of the year and this is the stipend that it is now, based on the whole year.

**VOTE:** Chairman Spillane called for the Vote to approve the Welfare Administration Budget bottom line of \$64,630.00.  
It was a Unanimous Vote in Favor.

### Health Agencies

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Health Agency Budget in the amount of \$30,499.00. He acknowledged an

increase of \$4,200.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Steve Barry stated that the BOS was approached by a citizen regarding the Deerfield Food Pantry. Out of the Welfare Budget, usually every year the Welfare Administrator is able to make a donation based on what funds are available to the Food Pantry. The BOS were asked to make it a part of the every year budget to support the Food Pantry as they do other agencies. He stated that the \$4,000.00 of that increase is the attempt of the Selectmen to provide to the Food Pantry for the number of people it serves in the town.

He noted that there is an increase of \$100.00 in the American Red Cross and the Child & Family services increased \$100.00. Mr. Barry confirmed that the Board has funded the Food Pantry out of the Welfare Budget, where the Welfare Administrator has taken what money is available at a time that he or she determines, and has consistently given \$2,000.00 over the years to the Food Pantry. He added that a citizen that brought this forward to the Selectmen and said that the BOS supports all these other agencies and felt they should officially provide support to the Food Pantry. The Food Pantry did come to the Board and gave numbers on how many people they average serving.

Welfare Administrator, Denny Greig, who is also the Co-Coordinator of the Deerfield Food Pantry, said she would be happy to provide those figures. She confirmed that they serve around 65 to 70 families at this time and roughly eight of those are families with five plus persons (at least four children). There are roughly fourteen families that have at least one or two children and the rest are households with one to two persons. Last Thanksgiving, roughly 40% of their recipients were children under the age of 18. She noted that for perspective in trends, they started out around five years ago at about 30 families; they have increased to 65 families. The number has increased from 50 two years ago. Mr. Barry stated that the BOS came up with a number of \$1,000 per quarter; allowing the Welfare Administrator the latitude to increase that donation if funds permit.

**VOTE:** Chairman Spillane took a Vote to approve the Health Agencies Budget at \$30,499.00.  
It was a Unanimous Vote in Favor.

### Emergency Management

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Emergency Management Budget in the amount of \$6,837.00. He noted a decrease of \$561.00.

**SECONDED:** Richard Pittman seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Emergency Management Budget at \$6,837.00  
It was a Unanimous Vote in Favor.

(2 Warrant Articles)

Steve Barry referred to ARTICLE-1 for the George B. White generator in the amount of \$80,000.00. He added that it details out the number presented to the Board by the Building Inspector and has since been informed that they can probably do this for less. However, the BOS has not yet had the opportunity to discuss this and there may be a possibility to drop this all together at the next meeting.

**TABLED:** The decision was made to TABLE this warrant article (Article-1).

Steve Barry referred to ARTICLE -2 for Emergency Management/Reverse 911 in the amount of \$20,000.00 to provide the Town with the service that allows phone calls to be made to all residents in Town in the event in an emergency. He confirmed that there is a one time fee of \$20,000.00 for 1<sup>st</sup> year to get it going and each year after that it is 15% of that \$20,000.00 for a maintenance fee.

Liz Murphy asked if something like this would be reimbursed at the State level. Emergency Management Director, Jim Cannon replied that they did look into that and the State will not do it, as they have no money for it. He added that they explored all the options on the Reverse 911 and they looked into the service the school has; which includes the numbers of only the residents that have children in Deerfield Community School (DCS). They found that there would have to be large amounts of data entry (to key in all the numbers and constantly change them) and found it was not feasible. He confirmed that the database is kept by the phone companies and they have the capability to reach some cell phones.

Harriet Cady asked if there was another ice storm that took down the land lines how would they be able to use this system. Mr. Cannon replied that it works in most situations and that a lot of times phone lines still work when the power is off. There research shows that in the majority cases of emergencies it will work. Mrs. Murphy asked how many other towns have success rates for this program. Mr. Cannon said he does not have a number, but has heard from the surrounding towns that have it and really like it (for instance Auburn, NH).

Tom Dillon asked what kind of situations the Town of Auburn has used it for. Mr. Cannon said they use it more in the Police Station, as they have not had many emergencies other than the ice storm. Chief Greeley said it can be used for police emergencies; similar to the way the school uses it to call the parents to pick up their children in case of an emergency. Officer, Matt \_\_\_\_ said that the Town of Salem has used it for several years and have a few instances where they were chasing suspects through neighborhoods and have been able to isolate that whole neighborhood area; advising that there is a suspect in the area, to lock down their houses and to not open their doors. Chairman Spillane asked how quickly this notice can be sent out in case of an

emergency (ex: tornado warning). Mr. Barry said that as fast as a statement can be typed into the program and the send button can be pushed; our town would have to call the company and give the statement to broadcast.

Bill Carbonneau asked if the school's system could be used for the town emergency alerts as well. Mr. Barry confirmed that their system is just for homes with children in DCS and those numbers are already entered into their system. Mr. Cannon said that they tried to tie into their system, but every time a phone number changes there would need to be maintenance, as well as the school has already purchased their own system.

Chairman Spillane suggested speaking to the school about their system first and then putting out a warrant article once all the information has been gathered. Mrs. Cady asked if someone disconnects or has their phone turned off how that company knows it happened. Mr. Cannon replied that he does not know the exact details on how it works, but that 911 is notified whenever a telephone number is changed; it is automatically done as part of the 911 laws. The database administration is done through telephone companies feeding information to the 911 database.

**VOTE:** Chairman Spillane called for a Vote in favor of the warrant article for Reverse 911 in the amount of \$20,000.00. It was a 7-4 Vote in Favor, with one abstention.

### Fire Department

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Fire Department Budget in the amount of \$44,881.00. He acknowledged an increase of \$2,079.00.

**SECONDED:** Richard Pittman seconded the Motion.

In previous years the Board has given the Fire Department quarterly checks to pay their bills, however, based on the recommendation by the Town's Auditor, all bills will come to the Town Office and be paid out through the regular bookkeeping system. Mr. Barry confirmed that he is not sure if it will increase the cost in their budget, but it will decrease the amount of work the office personnel will have to do.

**VOTE:** Chairman Spillane took a Vote to approve the Fire Department Budget at \$44,881.00. It was a Unanimous Vote in Favor.

### Water Holes/Forest Fires

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Water Holes/Forest Fires Budget at \$4,959.00. He acknowledged an increase of \$128.00 on the telephone line for the deputy's cell phone.

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Water Holes/ Forest Fires Budget at \$4,959.00. It was a Unanimous Vote in Favor.

### Government Buildings

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Government Buildings Budget in the amount of \$65,950.00. He acknowledged a decrease of \$1,102.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Harriet Cady asked if the maintenance line reduced after the daycare was removed from the George B. White building. Steve Barry replied that it had not been reduced, as still more maintenance to be done on the building. He added that the loss of those tenants may enable Mr. Tibbetts to be able to complete the daily maintenance on the building. Building Maintenance Supervisor, Mark Tibbetts referred to the savings on oil, and that from now on there will be two separate bills; the oil will be regulated.

Mr. Barry added that in the repairs & maintenance line (under the George B. White building) there was \$5,000.00 for emergency repairs into the 2010 Budget, as per the request of the Building Maintenance Supervisor. Mr. Tibbetts confirmed that the electricity line went up due to an increase in the building. Mr. Barry added that the building was redone as far as energy efficiency lights, and the Town is paying for it over the next three years in part of the electricity bill. Technically, the energy usage has decreased by installing all these new fixtures, but the amount of the decrease is being paid back to the electric company for installing them. Mr. Tibbetts confirmed they will start seeing the decrease beginning the fourth year.

Mr. Tibbetts confirmed that the Government Buildings include both fire stations, library, town hall, supplies, paper products, contract for mowing for all government buildings, electric, propane for fire house, government repairs/maintenance and garbage.

**VOTE:** Chairman Spillane took a Vote to approve the Government Buildings Budget at \$65,950.00. It was a Unanimous Vote in Favor.

## George B. White Building

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the George B. White Building Budget in the amount of \$73, 677.00. He acknowledged a decrease of \$25,257.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Steve Barry stated that some numbers of heating oil has been removed and separated out into the other budgets that they belonged in, along with the electricity and the George B. White payphone outside. The telephone is working and a survey was done showing that it places nine or ten calls a week; used by people who do not have a phone or a way to contact someone and the BOS decided that it needed to be provided for those who desperately need it.

Don Daley asked if the Parks & Recreation's activities have any effect on this budget. Mr. Tibbetts replied that it shouldn't, as it is just regular routine done down there. Mr. Barry said there will be a difference as most activities that they are going to be doing down there used to occur at the Town Hall. The Town Hall will no longer require the increase of heat every time there is an activity there; these areas in the back are to be kept at 62 to 65 degrees anyways to prevent water pipes from freezing.

Don Daley asked if there is an estimate on the rent revenue for 2010. Mr. Barry confirmed a revenue of \$14,833.00 from rent between Yanni's Pizzeria and Country Cuts. Chairman Spillane asked if there are any leases coming up for renewal next year. Mr. Barry said not to his knowledge. He thinks that there is one that is month to month that have not resigned yet.

**VOTE:** Chairman Spillane took a Vote to approve the George B. White Budget at \$65,950.00.  
It was a Unanimous Vote in Favor.

*Liz Murphy confirmed that the Reverse 911 program (at the state level) has a bill proposed by Governor coming to the floor of the House in January 2010; which would provide for a statewide Reverse 911, paid for by the telephone companies. If this passes, it would preclude the need for each town to spend the money on their own system.*

## Town Hall

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Town Hall Budget in the amount \$19, 186.00. He acknowledged a decrease of \$2,951.00 (mostly in heating oil).

**SECONDED:** Richard Pittman seconded the Motion.

Richard Pittman asked if the Town was hiring a certain amount on a yearly basis. Mr. Tibbetts said there were higher numbers in the 2008 Budget and he was able to do it in the 2009 Budget in two sides; one facing the Church and one facing the Fire Station. The Fire Station rail was done a year ago; he will need to try to pressure wash the front or come up with some money next year. He confirmed that the windows have been worked on this past summer; they replaced one pane of glass and they were painted.

Steve Barry stated that the accessibility issue has been put on hold; it was ongoing when they got to sprinkler issue. He imagines the Heritage Commission would try to move forward on some sort of proposal for that since the sprinkler issue has been resolved. Mrs. Cady asked if this contract was explained in the backup. It was confirmed that the paperwork was provided and Mr. Tibbetts said that it is always done around June.

**VOTE:** Chairman Spillane took a Vote to approve the Town Hall Budget at \$19,186.00.  
It was a Unanimous Vote in Favor.

## Planning Board

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Planning Board Budget in the amount of \$51,614.00. He acknowledged a decrease of \$1,884.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Chairman Spillane noted a decreased in the equipment line, in the part-time employee and the postage & seminar. He referred to the increase in the Engineer Reviews and asked for an explanation on what they are having done. Chairman of the Planning Board, Fred McGarry said the work on viewing their subdivision, site planning and view regulation has not been revised since 1990 and needs to be adjusted.

Don Daley referred to the contract position for Town Planner and asked what would be the justification for that position in 2010. Mr. McGarry feels it's necessary to have him as they are still using him; he's being used by the New Hampshire Audubon Society and the Work Force Housing contract planner.

The \$25,000.00 is varied; it is a lump sum amount and he's not received a raise since he started contracting with the town five years ago. He confirmed that they meet twice a month and he is there another one to two days a week. He noted that their appointments and new construction have gone down.

Steve Barry stated that the BOS has approved the budget for a part-time planner at \$25,000.00 and still believe that the value of his services is worthwhile to continue (based on the recommendation of the Planning Board); they have not looked to reduce his hours. He stated that the Planner works in the Town a lot more than someone who is working part-time. He is present for their regular meetings as well as one full day a week to meet with any people coming in, but he doesn't have any specific numbers with regarding his additional hours. Don Daley said the cost is the issue due to the state of the environment. He is not a town employee, but rather a contract (could compare to snow plowing). Chairman Spillane suggested possibly using a contract that is per "as needed" rather than constant on staff.

Mr. Barry stated that the BOS feels that this position continues to be justified, because of the extra work that Jerry Coogan (the Planner) does. He claims that he does not only work with the Planning Board, but other departments within the Town. He compared his value to the Building Inspector, who also does a lot more than his title talks about.

**MOTION:** Don Daley made Motion to reduce the contract line to \$12,000.00.

**SECONDED:** Tom Dillon seconded the Motion.

Harriet Cady would like to know what the other contract of service pays for, as she feels she cannot make a decision without knowing what they are using our dues for at Southern Planning for contracted services verses what we are paying a Planner. Richard Pittman asked if it would stay 370 hours at \$65.00 per hour or would it be reduced. Mr. McGarry said they would have to see if he would be willing to continue working for less. He said they were originally looking at sharing a full-time employee with Candia, but Candia decided they did not want to do that.

Liz Murphy asked what direct effect he feels it would have if his money was cut in half. Mr. McGarry said that assuming he'd be willing to stay on, he feels they would lose his availability for other departments as well and his availability to meet with developers who are interested in presenting the plans before the Planning Board.

Mrs. Cady said they have a \$2,000.00 fee for a consultant, a \$24,000.00 salary for a consultant, and dues of \$2,718.00 for the Southern Planning Commission. She knows that the Southern Planning Commission does contract services for towns and asked what they are using them for and what is the \$2,000.00 for. Mr. Barry replied that it is for special projects, updating sites and review regulations. Mr. McGarry confirmed that the Southern Planning Commission does put out the traffic counters and that is part of the coverage by the annual dues. He added that the Southern New Hampshire Planning Commission does not have any engineers on staff, so they cannot do an engineering review or engineering special projects. He stated that they do call on them to provide information on the background on what other towns are doing on zoning amendments or zoning ordinances. He estimates about 40 hours worth of work that comes with those dues.

Chairman Spillane asked if they limit us to how often we can utilize them. Mr. McGarry said usually it is up to the 40 hour limit. He confirmed that they do not review our sub-division regulations, as that would be over and above the services they provide. Mr. Barry feels that this Board (MBC) does not have the authority to effect level of services, but are here rather to decide the level of services that the BOS has proposed equally the number they are budgeting for it. He believes the bottom line is that the final arbiters of this budget voted in the affirmative to approve a budget that included this level of services from a town consultant and onward. He added that reducing it because they feel that they should try to cut somewhere without physically knowing the specific work that this consultant does would not be wise. He feels the MBC is only there to decide if the number equals the services proposed.

Don Daley stated that the MBC has the authorization to make adjustments to the line items that are in this budget. He added that for whatever reason they decide to do that is up to the individual. He feels that they are going about it in an appropriate way by looking at it line by line. He believes Mr. Barry's comments were an opinion and not actual fact. He stated that the budget needs to reflect what is going on in the Town and what they expect to go on in 2010. He added that there is not a lot of development going on in town and there are changes with the Building Inspector and the Zoning Board and he feels that the Planning Board should also have changes too. There are other resources that are available and can be utilized.

Tom Dillon added that there is the internal argument about what the MBC does. If their Committee says to spend a little less or a little more money, the Selectmen answer with "tell us where", and if they tell them where, the answer is "who are you to tell us where". He agrees with Mr. Daley that it is their job to go over each line. Liz Murphy agreed with Mr. Daley and Mr. Dillon and believes this Planning job is an important one, but when they are told that he does things for other departments, than they should know what those things are to have a better understanding of this role if they are going to spend \$25,000.00 a year. She would like a better breakdown of what he's doing for these other departments.

Bonnie Beaubien said the BOS voted this forward and they are the ones that know more closely what this person is doing and if we have fewer people able to volunteer to do things, it seems that more things need to be paid for, especially if they have skills that a volunteer would not have. She agrees that the Board needs to bring more information on his position to the Deliberative Session and possibly do something about adjusting it at that point. She does not feel she has enough information to decide.

Speaking against the Amendment, Peter Menard said that the legislature passed the SB-342 (which now has a new name) and on January 1<sup>st</sup> a town will perhaps be faced with developers coming to put in Work Force Housing projects that may not be in the interest of the Town. He stated that the Planning Board has been using a committee of volunteers to come up with that, and the response would be a warrant article. He posed if they are faced with that situation, he feels they will need the Planning Board consultant to help them deal with that, as it could be a legal battle perhaps.

Fran Menard said that when the Planner was first hired, it was back in the days when the Planning Board was meeting twice a month to very late hours due to so many plans being brought to the meetings and they needed a Planner to go over these plans. That amount of work has declined due to the economy. She suggested looking forward to the spring when and if the Work Force Housing and the Area Zoning pass, everything that comes before the Board will be much more complicated, so they are really going to need a Planner. Mr. Barry said that several on the Planning Board are just citizens who may or may not have the expertise and part of the reasons for brining this consultant on board is that he knows what the regulations are and he is a protection for the Town of Deerfield; making sure that when the Planning Board gets the information it needs to make its decision, that all bases are covered and the Town of Deerfield and its regulations are being protected. He feels that along with Fred McGarry, he is the professional end of the Planning Board. He added that this position has been invaluable in cleaning up the back log of information that the Planning Board faced when they first hired him, and then in keeping it clean and making sure the Board needs to know about to get the job done.

**VOTE:** Chairman Spillane called for the Vote in reducing the line to \$12,000.00.  
It was a 5-6 Vote Not in Favor.

Chairman Spillane confirmed the bottom line of \$51,614.00. Peter Menard asked for the Planning Board to provide better support next year. Harriet Cady feels the support should be by the Deliberative Session, as it can be reduced from the floor.

**VOTE:** Chairman Spillane took a Vote to approve the Planning Board Budget at \$51,614.00.  
It was a 7-2 Vote in Favor.

(1 Warrant Article)

Steve Barry referred to the special warrant article to see if the Town would authorize the establishment of the Capitol Reserve Fund. Pursuant to RSA -35 for the future purchase of a fire engine. The Chief said the Association was not in support last time, but now they are closer to the deadline. Mr. Tibbetts supports it as they need it by 2013. He confirmed that the Town is a Class-9 and if they do not have a Class-A pump up by 2013, the insurance rates will go up. Mr. Barry stated that there are levels of insurance classifications; 1 through 10 (1-being the best, 10-being the worst). The Town of Deerfield is a nine, but to become a ten would show a significant increase. Mr. Tibbetts stated that if they do not get this, then next year he will come forward with a lease for a new fire truck.

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the warrant article for the fire truck engine.

**SECONDED:** Liz Murphy seconded the Motion.

**VOTE:** Chairman Spillane called for the Vote to approve the warrant article to purchase a fire truck engine.  
It was a 10-1 Vote in Favor, with one abstention.

### Zoning Board

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Zoning Board Budget in the amount of \$5,737.00 (Level Funded).

**SECONDED:** Richard Pittman seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Zoning Board Budget at \$5,737.00.  
It was a Unanimous Vote in Favor.

### Cemeteries

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Cemeteries Budget in the amount of \$16,452. 00 (Level Funded).

**SECONDED:** Don Daley seconded the Motion.

Harriet Cady stated that some time ago the Selectman had a warrant article to buy a piece of land abutting the cemetery on Meeting House Road, which has a land for sale sign on it. She asked if the BOS thought of putting in a warrant article to buy that property. Steve Barry confirmed that they have not had discussion on that. Fran Menard said that Roger Hodgkin of the Cemetery Commission spoke to the Conservation Commission about that property being used for future expansion of the cemetery. She is unsure if anything came of it.

**VOTE:** Chairman Spillane took a Vote to approve the Cemeteries Budget at \$16,452.00.  
It was a Unanimous Vote in Favor.

## Heritage Commission

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Heritage Commission Budget in the amount of \$300.00 (Level Funded).

**SECONDED:** Peter Menard seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Heritage Commission Budget at \$300.00.

It was a Unanimous Vote in Favor.

## Town Clerk/Tax Collector

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Town Clerk/ Tax Collector Budget in the amount of \$107,860.00. He acknowledged an increase of \$11,253.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Harriet Cady said the Town Clerk salary cannot be changed by the BOS, as it is an elected position by the Town and once the people voted that salary in, it is the salary that goes with the elected position. She said the wage adjustment was not done correctly according to the legal opinion she received from DC. Steve Barry disagreed.

Don Daley requested a reason for the increase and why it did not also apply to the Deputy Town Clerk. Steve Barry stated that the Deputy's wages were increased last year significantly, and the BOS felt that this year would not require a raise. He said the Town Clerk/Tax Collector's wage had not been revisited in over three years and in looking at surrounding area town's wages, and based on services provided his wage was quite a ways below the average around. He added that the Town Clerk/Tax Collector was only making approximately \$1,200.00 a year more than his Deputy. He feels the adjustment should have happened two or three years ago in order to slowly bring it to where it should be.

Don Daley does not recall the increase of the Deputy's salary. Cindy Kelley confirmed that it was at \$12.00 an hour and increased to \$15.00 an hour. Mr. Barry said the level of duties and training she completed proved to be of more assistance and she should have been paid as the surrounding areas range.

Mrs. Cady stated that two years ago she did a survey of town clerks (full-time & part-time salaries) and the local government center has the salaries. She said the Town Clerk office that was open from 8:00am to 4:30pm was from \$40,000.00 to \$45,000.00 (a few were higher due to larger population towns). She feels that an office who's hours are closed at 2:30pm and are not fully there for the people, she does not condone an increase.

Mr. Barry said that the Town Clerk offices are open 37 hours a week; open one day from 7:00am to 7:00pm. He added that what is not accounted for is that they are there before and afterwards that they are finishing up paperwork; only the doors are closed at 2:30pm. He said that this is a job that is governed by laws, time tables and deadlines; when something needs to be done, they stay to get it done. Mr. Barry does not recall anyone other than Mrs. Cady requesting the Town having more hours in the Town Clerk's department. Bonnie Beaubien asked if the BOS have had complaints about people not having access to the Town Clerks office. Mr. Barry stated that he is not aware of a single other complaint.

Mrs. Cady stated that the Northwood Town Clerk's office is open 8:00am to 4:30pm with only a part-time helper, as well as one Saturday morning a month. She added that this Town Clerk's salary is \$45,000.00 per year. Deerfield Town Clerk/Tax Collector, Kevin Barry said that the Northwood office is open 39 hours, and according to the latest survey at the LGC, their Town Clerk/Tax Collector is receiving \$48,847.00 in salary. Bonnie Beaubien said that the BOS has put this budget forward and if they used their information to make this decision which should make this a little easier. Kevin Barry said that Northwood's website shows that on Mondays they are open 8:00am to 10:00am and then from 4:00pm to 7:00pm (closed between 10am to 4pm). He added that on Tuesdays through Fridays they are open 8:00am to 4:00pm and the last Saturday, per month, they are open from 9:00am to 12:00pm; which comes out to the average of 39 hours per week. All of this information was provided in the member's package today.

Bill Carbonneau feels that the amount of the increase is too high in one lump for today's circumstances. Steve Barry stated that he would agree with him, but they should have been on it on a yearly basis for the past five years to get it to the proper rate, but have had issues with the turnover of that position.

**MOTION:** Don Daley made a Motion to reduce the fulltime employee line by \$5,758.00; brining it back to the previous year's budget of \$ 65,442.00.

**SECONDED:** Bill Carbonneau seconded the Motion.

Don Daley feels it is deserved, but this year is not the year for an increase, as well as there being so many others who are deserving as well, but this should wait till the economy is back on track. Mr. Carbonneau said that we should be careful on adjusting a particular salary, as the rest of the employees of the Town should be considered. He feels that when a salary is jacked up in a large amount like this and the rest of the employee at best may get a 2.5% increase in a warrant article, it becomes a managing issue. Steve Barry said they have a wage scale that tells the highs and lows of each position and every other employee other than the IT Director & Tax Clerk/Tax Collector's positions are within the highs and lows of those wages scales, but these two positions were not (not for the knowledge & skill they bring to the table). He added that the only reason for this wage scale adjustment is to fairly compensate the position of Town Clerk/Tax Collector.

A private citizen stated that they have been bugging the Board of Selectmen individually for years about the huge turnover for the Town Clerk/Tax

Collector and feels that if they don't properly pay people to do the job, they leave. She added that it may be an elected position, but they require training and every time they leave, they have to train another one again; costing the Town in the long run. Steve Barry said it may be an elected job, but it is a fulltime job; a Monday through Monday job. He added that just because that position is elected, it does not mean they have to submit to working for substandard wages.

Bill Carbonneau referred to Mrs. Cady's statement that since it's an elected position the BOS can't change the voted wage and he is interested on whether that is an accurate statement. Steve Barry does not believe it is. Mrs. Cady said that the voters voted for a particular salary for an elected position and it should remain that salary until they vote to raise the salary for that elected position. She added that when the Town Clerk makes up their budget, they put their salary in there and if the people vote it in March, it becomes their salary. Her point was that a mid-year salary adjustment is not valid for an elected position; however, the IT Director position had the right of the BOS to change. Bonnie Beaubien thinks the town should have a legal opinion on this. Steve Barry replied that the Town has a legal opinion on it and the BOS believe that they have done this correctly.

**VOTE:** Chairman Spillane confirmed the adjustment to the salary line down to \$65,442.00 (representing level-funding from 2009 to 2010). It was a 4-7 Vote Not in Favor.

Chairman Spillane confirmed the line returning to \$71,200.00, bringing the bottom line of the budget back to \$107,860.00.

Tom Dillon asked why the supply line went up. Kevin Barry replied that the cost in supplies has gone up and they had held back on buying supplies in the last two years to offset the budget a bit. He stated that it is what he anticipates needing next year for supplies, as they are all out. He added that he decreased last year's budget by \$4,000.00, so this year they need to stock up on supplies.

Chairman Spillane referred to the Auditing Services and asked why it has gone up. Kevin Barry said it is due to contract renewal rates going up. Mrs. Cady referred to the Audit Report and asked what action has been taken for reconciliations. Kevin Barry replied that he has learned how to do the forms properly through on the job training.

**VOTE:** Chairman Spillane took a Vote to approve the Town Clerk/Tax Collector Budget at \$107,860.00. It was a 10-1 Vote in Favor.

### Town Meeting/Elections

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Town Meetings/ Elections Budget in the amount of \$11,647.00. He acknowledged an increase of \$4,726.00 for three elections and the Deliberative Session next year.

**SECONDED:** Liz Murphy seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Town Meeting/Elections Budget at \$11,647.00. It was a Unanimous Vote in Favor.

### Data Processing

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Data Processing Budget in the amount of \$53,235.00. He acknowledged an increase of \$4,923.00 in part-time employee line.

**SECONDED:** Liz Murphy seconded the Motion.

Steve Barry said the IT person left this year and they replaced that person with a more knowledgeable person; a trained IT professional. He added that based on surrounding towns and the amount of expertise this person has brought to the job, it was decided to adjust his wage and to decrease his hours; he was working 26 hours at \$20.00 per hour and it was decreased to 20 hours at \$30.00 per hour. He stated that the turn around in the IT Department (along with straightening out the town's servers, email and getting a decrease in the telephone cost with better coverage) and based on what he has to offer the Board felt it was justified.

Don Daley referred to the printing service and asked if the difference was due to Town Reports not being done in-house. Mr. Barry replied that it was and stated that upon the recommendation of the previous IT person, they bought a specific copier to print internally; it will no longer be utilized in that method and they hope it will last a lot longer now. He added that Steve Jamele (the IT Director) has received three bids on printing the Town Report completely and not having to involve the entire town staff in putting together the Town Report; returning to the way it was done three years ago, by printing it outside for a fixed cost and distributed from the Town Offices.

Don Daley stated that he is opposed to the part-time employee increase for the same reasons as for the other wage adjustments; in light of the times and that not just some should be singled out for a raise.

**VOTE:** Chairman Spillane took a Vote to approve the Data Processing Budget at \$53,235.00. It was a 9-2 Vote in Favor.

(1 Warrant Article)

Steve Barry referred to the warrant article for the equipment for the live broadcast. The Town has had the ability to live broadcast through the cable and to air on Channel 25 as a Deerfield channel. He added that the Town does not have the proper video camera equipment to broadcast this. He confirmed that it would only be for the people of town that have Metrocast. Chairman Spillane believes a third of the Town would not be getting the signal. Mr. Barry stated they are working towards that the ability for more people to witness what the Board of Selectmen, the Municipal Budget Committee and any one who meets in this room does. They have since been told that the equipment will be more in the line of about \$12,000.00 to \$14,000.00. The BOS has not seen that report or had a chance to act on it.

**TABLED:** Richard Pittman moved to TABLE the warrant article for the broadcasting equipment.

Don Daley asked if this is voted down, would the Board have reason to discontinue the contraption the Town has now. Mr. Barry said no, as they still have to continue that at the very least.

### Parks & Recreation

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Parks & Recreation Budget in the amount of \$50,627.00. He acknowledged a decrease of \$18,701.00; due to removing the one fulltime employee's wages and moving it into the Revolving Fund (paid entirely from this fund, which would be from fees collected for programs), as well as changing his hours from full-time to part-time.

**SECONDED:** Richard Pittman seconded the Motion.

Parks & Recreation Director, Joe Manzi said this is the first year that the department has actually operated a Revolving Fund, so offsetting revenues previously with that are now in the revolving account. Mr. Barry asked how much is spent out of the Revolving Fund this year. Mr. Manzi said revenues taken in have been just over \$107,000.00 and expenses have been kept under \$90,000.00; for a balance of \$17,000.00.

Don Daley referred to the paid personnel and asked if the assistant is still a position. Mr. Manzi said that between their summer camp and their after school program (now showing 8-employees out of the revolving account) every employee other than himself will be now be a part-time employee on a program per program basis. Richard Pittman referred to the part-timer's hours per year and how it will effect the department. Mr. Manzi said it's mostly one person's hours that have really changed. It will vary as it will be specific to programs and he may run close to fulltime if he is running an all week long camp in the summer time, but otherwise it may average to 20 hours a week.

Harriet Cady referred to the Bicentennial Field repairs on the drainage system and asked if it is all coming out of the Revolving Fund. Mr. Manzi said if that project goes through, it will be done with the hopes of the encumbering balance on the Bicentennial Field for this year.

Don Daley referred to the Fund Balance and asked if that is tied to each program individually. Mr. Manzi said the total balance is the accumulation of all programs for 2008 and 2009. Don Daley asked if there are any additional items other than going back into the programs that he plans on doing. Mr. Manzi said each program is broken down as well and shows the balance. He mentioned a couple of programs written in the red and stated that the nature of the revolving account is for some programs to bring in less and some more than what it costs to run the program itself. He said they try to make them as affordable as possible, but also try to have more revenue coming in on the trips line item (for example, the Celtics tickets and gazebo field). As far as the Gazebo, where a lot of that has to do with is that rather than expenses being in the budget, such as toilets & electrical, those are all put in there as well. There are no town fees attributed to anything electrical; in an area like the gazebo field, it generates a lot more bills than revenue. Mrs. Cady asked for the Red Sox ticket count and amount. Mr. Manzi replied that for 2009 the tickets were three games at 55 tickets.

**VOTE:** Chairman Spillane took a Vote to approve the Parks & Recreation Budget at \$50,627.00.

It was a Unanimous Vote in Favor.

(1 Warrant Article)

Steve Barry referred to the warrant article that does not have any money attached to it. There was no discussion on it.

### Veasey Park

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Veasey Park Budget in the amount of \$24,425.00. He acknowledged an increased of \$2,628.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Veasey Park Budget at \$24,425.00.

It was a Unanimous Vote in Favor.

## Highway Department Administration

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Highway Department Administration Budget in the amount of \$806,295.00. He acknowledged a decrease of \$4,670.00.

**SECONDED:** Liz Murphy seconded the Motion.

Kevin Briggs referred to the equipment line and asked if the \$35,000.00 was for the truck and was concerned if that amount will get them something decent. Road Agent, Alex Cote replied that the number came from Liberty International; it's based on trucks they took in last fall in "good running order". He said that both trucks shown (were on a rotating program); one was a 2002 and the other was a 2003 with very low mileage (under 50,000 miles on both trucks). Liberty National assures that everything would be taken care of (setup with a plow, frame and wind box), and with a small 30-day warranty. Mr. Cote confirmed the \$35,000 is the maximum he needs to spend, as he has another truck that has a wing, sander and plow on it that would be regulated to emergency use only. Steve Barry added that he picked up a 1993 International three years ago and some repairs have been made to keep it going, but that was expected. He said that the newest truck they have right now is a 1994 that looks brand new, as it has been well taken care of. Mr. Cote said the 1994 truck has had the frame sandblasted and checked for cracks and wear. It came back in good shape; had only one spot that needed to be fixed and was repaired to factory specifications. They did purchase a new sander for that truck last year. He said the truck was purchased brand new in 1993 by the Town of Deerfield and it does have some value; it is in very good order. He confirmed that the 1993 truck was the used truck and the one they need to replace.

**VOTE:** Chairman Spillane took a Vote to approve the bottom line of the Highway Department Budget at \$806,295.00.

It was a Unanimous Vote in Favor.

### (4Warrant Articles)

Steve Barry referred to two warrant articles; one to lease a new truck and one to buy a new truck outright. There was language stating that if either one of those options passed 35,000 miles it would be removed from the Highway Budget. They have since been informed by DRA that is not a legal option; the BOS has not had time to react to this as of yet. He stated that he doesn't know the direction the Board will take on Monday; they were under the impression at the time that it would reduce the number in the line and reduce the bottom line. Due to their RSB2 status, they cannot do that.

Harriet Cady asked if they undercoat their vehicles when the Town buys them. Mr. Cote replied that whatever the factory coating is when they buy them is what it has and he does not know if the 1994 was undercoated or not. He confirmed that the pickup and the F450 have factory undercoating on them; but as far as going to an undercoating specialist, they do not. The one that was sandblasted and repaired was painted with Enron paint, which has an undercoating tack in the paint itself.

Steve Barry referred to the two warrant articles for the highway department. The Highway Department Road Reconstruction for Church Street for \$30,000.00; to reconstruct 1,000 feet of Church Street (from Lang Road to house #35), which will be offset entirely by impact fees in the amount of \$30,000.00. Mr. Cote explained that the hill on that road is breaking up badly and discussed the process he would use to repair it.

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the warrant article to reconstruct Church Street in the amount of \$30,000.00.

**SECONDED:** Liz Murphy seconded the Motion.

Harriet Cady referred to the new housing built on Church Street and asked if they had to pay impact fees and if that was going towards covering the cost of it. Mr. Cote stated that he does not know where the impact fees came from for the cost of that project, he just knows what is in the account and they need to spend it or loose it. He added that if she went back to older Planning Board Rules & Regulation, it has the sections of road that the impact money can be spent on; that section of road happens to be in there, down to the power lines.

**VOTE:** Chairman Spillane took a Vote to approve the warrant article to reconstruction Church Street at \$30,000.00.

It was a Unanimous Vote in Favor.

Steve Barry referred to the warrant article for the design phase of the reconstruction of the intersection of state's Route-43 and Route-107 (at the Lamprey River intersection) in the amount of \$39,600.00. This appropriation is offset by 2/3 for a \$26,400.00 state reimbursement and 1/3 would be raised by taxes.

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the warrant article to reconstruct the intersection of Route-43 and Route-107 in the amount of \$39,600.00.

**SECONDED:** Richard Pittman seconded the Motion.

Mr. Cote confirmed that the actual plan is a joint project with the State through Hazardous Mitigation money from the Federal Government that has been made available to the State of New Hampshire. The Town of Deerfield would need to come up with an engineered plan to present to the State before they can be considered for Hazardous Mitigation money.

Kevin Briggs asked if the \$26,400 reimbursement will be guarantee from the State back to the Town. Mr. Cote replied that the State has indicated that they will give the Town 2/3 back in money (same rules apply as an impact fee); however, the Town will need to raise the money first to be reimbursed. Chairman Spillane asked if there is any impact to private land, as it appears that both sides of the road are owned by private citizens. Mr. Cote replied that the general consensus of the State Engineers when they first did a site walk was no; their plan is to engineer several covered crossings to not allow any water build up on that land.

Harriet Cady said that the DOT usually covers the State Highways, and then they get a certain amount of federal aid for doing it. Mr. Cote said there will only be one driveway that would be affected; the driveway at Pinecrest Farms, as it is from that bridge. He confirmed that it won't go up to Mark Rollins pit; it will wrap around and join by the front of the bridge, on the Route-43 split. If they raise the road the water may not get up that high any longer. Steve Barry said in order to get it going, as it is not on the 10-year plan, the Town has to move it forward. Mr. Cote said this plan was a product of the Emergency Management Director being brought in because he was informed that there was Hazardous Mitigation money available to possibly help out Deerfield. He got together with Alex Cote, Mark Tibbetts and Chief Greeley to ask about areas of improvement; that was one of the areas talked about, due to the last flood.

Tom Dillon asked if the Town goes forward with this and then discovered that the State will not come up with their portion, what will the BOS do at that point. Steve Barry said the State has assured Deerfield that they will come up with a 2/3 of the funding, however, the Town will have to raise the money anyways, in order to receive the reimbursement.

**VOTE:** Chairman Spillane took a Vote to approve the warrant article to reconstruct the intersection of Route-43 and Route-107 at \$39,600.00. It was a 10-1 Vote in Favor.

### Transfer Station Administration

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Transfer Station Budget in the amount of \$314,027.00. He acknowledged an increase of \$45,511.00.

**SECONDED:** Richard Pittman seconded the Motion.

Steve Barry referred to the part-time employee line's increase of \$4,160.00, which is for getting extra help on Saturdays for eight hours (by 52 weeks) in order to comply with legal laws; there must be two people to operate the station, with breaks and lunches. There is an increase in solid waste disposal rates, due to the increased rates presented by Casella and Wheel-a-Brator, who haul Deerfield's trash.

Mr. Barry said he has not received the results of the survey regarding the front end loader; they had a large repair recently on the loader. Mr. Cote confirmed that the loader has had several breakdowns occur one right after the other (brakes, tire issues/needed replacement, found calcium in the tires and needed rims & cylinders replaced). The loader is 20 or so years old and it needs surveying, not replacement at this time. They are looking to buy another container from money left over this year; they need \$12,000.00, but want to budget \$9,000.00. The cost of steel is very high at this time.

Steve Barry does not think a warrant article will forward this year. Based on the conversations with the Transfer Station employee, they do not feel they will have an immediate problem, but need to survey it to make sure that there is not something around the corner and decide how to best maintain it right now.

Liz Murphy referred to the disposal being divided between the competitors and asked if they would be able to manage if they offered one or the other all of it; asking if it would they give the Town some kind of a discount if offered all together. Mr. Barry was not able to answer that, due to the lack of a Transfer Station Director who would be generally in charge of it.

The BOS has enlisted the aid of the Building Inspector to step in and be the Transfer Station Director and he is rapidly getting online. Mr. Barry stated that there were other bid options, but Wheel-a-Brator and Casella were able to make the lower bids. There was some talk about privatizing the place (as Concord does, letting someone else run it), but then they'd be permitted to let anyone bring their trash. Bonnie Beaubien asked if there is any desire to go to paying per bags. Mr. Barry said the BOS has not given that discussion and a lot of it has to do with previous experience; five or six years ago, they tried to work towards that, but a complete rejection by the Town was shown on that situation.

Harriet Cady asked for a price per ton or removal that they have estimated as to how many tons per year. Mr. Barry had a letter from Casella with their rates for the change from October 1, 2009 to October 1, 2010; it was \$70,467.00, averaging \$7,829.00 every month. Projecting costs for 12-months in 2009 was \$93,956.00, adding a 4% increase for 2010, bringing it to \$97,714.00. Wheel-a-Brator, currently for 38-weeks is now 6,976 a ton (based on a 1,129 short ton rate). The average is 29.73 tons a week for 52-weeks; about 1,546 tons. The 2010 cost (based on the new rate of 7,680) is \$116,636.00.

He added that trailer hauls went from \$338.00 to \$400.00, by a vote by the BOS. Mrs. Cady asked if anything came of Deerfield joining a coalition group. Bonnie Beaubien wondered if they could not get in due to them no longer taking new customers. Mr. Barry will ask Rick Pelletier to look into that. Mr. Cote said that if it was Northeast Recovery, he thinks that group may have changed and that they have pulled a lot of resources to help small towns and that Deerfield is a part of that group.

Town Administrator, Cindy Heon said that Mr. Pelletier had a presentation that was not quite ready for the Board, but he did mention it to the Selectmen and she believes it is similar to what Mrs. Cady is talking about. There is someone who is supposed to come to the Board to do a presentation, but it has yet to happen.

Peter Menard said this is the fourth largest entity in the Town and asked if they've thought to get a professional. Steve Barry stated his opinion in that he feels the BOS dropped the ball when they lost Geno who had contacts everywhere and always found the Town the best prices, as well as knowing what was going on. He feels that Geno was invaluable and the money spent on his salary saved the Town twice as much in his knowledge. When he left, they attempted to go cheap, and Jim Alexander tried to fill in until his health prevented him to continue. He feels that the Town should have a Transfer Administrator/Operator on site (someone who is familiar with the field), but that would require a fulltime salary. Liz Murphy asked if they have someone fulltime now. Mr. Barry confirmed that they pay Mr. Pelletier \$100.00 a week for his license, as they do not have anyone who is more qualified to be the operator of the Transfer Station.

**VOTE:** Chairman Spillane called for the Vote to approve the Transfer Station Budget at \$314,027.00.  
It was a Unanimous Vote in Favor.

(1 Warrant Article)

Steve Barry referred to the Hazardous Waste Day for March in the amount of \$7,000.00. They would like to add another this year for \$5,000.00 so that one will be held in the spring and one in the fall (they didn't have one last time, as there was no one to organize it due to an illness).

Tom Dillon asked for costs associated with getting rid of the hazardous materials. Mr. Barry confirmed a separate company would come in to collect and separate all the hazardous waste for removal. Mr. Dillon asked if many people show up, as he'd heard that these have not been well attended in the past. Mr. Barry recalls one being well attended; the company comes in and when the truck is full they leave, even if it is before the announced end time. There were estimates given to the Town by one or two companies; last year Jim Alexander felt that \$7,000.00 would be enough to run one day. Due to his departure and not being able to do more homework, the Board found that \$7,000.00 probably would not be sufficient to stay open for the full day; so they would like to run two days on the schedule of the Transfer Station.

Don Daley thinks that was the only money article that passed last year. Mr. Barry confirmed it was and that is why they are trying to put it together this year. Mrs. Cady believes that N.E. Waste Resources in Chichester arranges for this type of thing. Mr. Barry added that they will try to apply for a grant.

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the warrant article for the Hazardous Waste Day at \$7,000.00.

**SECONDED:** Liz Murphy seconded the Motion.

**VOTE:** Chairman Spillane called for the Vote to approve the warrant article for Hazardous Waste Day at \$7,000.00.

It was a Unanimous Vote in Favor.

### Building Inspection

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Building Inspection Budget in the amount of \$63,758.00. He acknowledged an increase of \$8,335.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Steve Barry said the value of a Building Inspector who steps in and assists in so many other fields and departments in the Town are well worth his salary. Bill Carbonneau referred to the enforcement line increase and asked what the increase was for. Steve Barry couldn't find that backup at this time.

**VOTE:** Chairman Spillane took a Vote to approve the Building Inspector Budget at \$63,758.00.

It was a Unanimous Vote in Favor.

### Municipal Budget Committee

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Municipal Budget Committee Budget in the amount of \$15,061.00. He acknowledged a decrease of \$299.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Chairman Spillane said that they submitted a level-funded budget. Mr. Barry stated that it was down \$300.00 for their Recording Secretary. Chairman Spillane stated that the salary line was kept where it is as they felt they were going to need it, due to the Deliberative Sessions.

**MOTION:** Bill Carbonneau made Motion to add the \$300.00 back in Recording Secretary line, bringing it back to \$1,500.00.

**SECONDED:** Liz Murphy seconded the Motion.

Mr. Barry said that with the schedule that has been used the last two years, they have not come to a 100 hours. Chairman Spillane confirmed that and stated that it was because of the way they reworked things to use up the Saturday s. However, he added that he cut this line down already 30% and kept that line open to use, but have had problems with having a secretary in the past. Now they have a secretary and have their minutes being turned around and they need to see where they go now that they have normal operating procedures.

**VOTE:** Chairman Spillane called for the Vote to Amending the line to restore the \$300.00 in the part-time secretary line.  
It was an 8-2 Vote in Favor. *\*This vote was off by one vote even though they verbally stated 8-2\**

**VOTE:** Chairman Spillane took a Vote to approve the Municipal Budget Committee Budget at \$18,061.00.  
It was an 8-2 Vote in Favor. *\*This vote was off by one vote even though they verbally stated 8-2\**

Harriet Cady referred to the Police Budget and stated that the Auditor said the money for Police Pistol Permits should come from the Town and not stay in the Police Department, and she asked where the revenue money coming into the Town is (about \$2,000.00). Cindy Heon said the Treasurer has talked to the Chief of Police, and that will be moving on January 1<sup>st</sup>, for the simplicity of closing the year and beginning a year. After that, it will show up under the Town Records. Mrs. Cady asked if next year there will be an increase in Revenue for the Town under Licenses and Fees. Mrs. Heon believes that is a separate account, maintained by the Treasurer for the Police Department; not necessary tied to the Town's Revenue. She confirmed it will be going into the Town; it will go in and out of the books, as the financial records will show it. Cindy Kelley said it is the interpretation the Auditors want the Town to control those funds, but they are necessarily revenue for the Town, they just want to have it all centralized where the Town controls the funds; for accounting purposes.

**MOTION:** Selectman Representative, Steve Barry made a Motion to use the Town Hall for the public hearing on January 12, 2010, if available.

**SECONDED:** Liz Murphy seconded the Motion.

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

#### Ambulance

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Ambulance Budget in the amount of \$8,000.00.

**SECONDED:** Don Daley seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Ambulance Budget at \$8,000.00.

It was a Unanimous Vote in Favor.

#### Memorial Day

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Memorial Day Budget at \$250.00.

**SECONDED:** Don Daley seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Memorial Day Budget at \$250.00.

It was a Unanimous Vote in Favor.

#### Forestry Commission

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Forestry Budget in the amount of \$6.00.

**SECONDED:** Don Daley seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Forestry Commission Budget at \$6.00.

It was a Unanimous Vote in Favor.

#### Revaluation

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Revaluation Budget in the amount of \$234,241.00. He acknowledged an increased of \$175, 398.00 due solely to the requirement that the Town be revaluated next year.

**SECONDED:** Peter Menard seconded the Motion.

Steve Barry stated that the BOS reduced the number from \$200,000.00, and on Monday night they will be opening bids for this revaluation. Bill Carbonneau asked if all the towns do it when they are supposed to. Mr. Barry said this is not another Town, this is Deerfield and if the State requires a revaluation, the Board feels they need to do it. Harriet Cady stated that Exeter & Keene are presently in some troubles because they have not revaluated in over eleven years. She added that the Department of Revenue Administration has allowed towns to simply update on a percentage basis (like Exeter & Keene have done); they take eight styles of homes and commercial properties, taken the percentage of up or down in the market and have adjusted for that style for that amount or by neighborhood. They have raised the taxes based on that since 1994, when they should have revaluated. She has received this information from Charlie Reese (a Monitor who lives in Deerfield) who has been working with the assessor over there to make some

corrections. Mr. Barry thinks a Town could actually lose tax income by not revaluating each property separately. The law states that this process needs to be done every five years.

**VOTE:** Chairman Spillane took a Vote to approve the Revaluation Budget at \$234,241.00.  
It was a 10-1 Vote in Favor.

### Advertising & Reg. Assoc

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Advertising & Reg. Association Budget in the amount of \$3,175.00. He acknowledged a decrease of \$145.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Advertising & Reg. Budget at \$ 3,175.00.  
It was a Unanimous Vote in Favor.

### Executive

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Executive Budget in the amount of \$7,301.00 (level funded).

**SECONDED:** Don Daley seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the budget at \$7,301.00.  
It was a Unanimous Vote in Favor.

### Town Administration

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Town Administration Budget at \$173, 954.00. He acknowledged an increased of \$177.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Town Administration Budget at \$173, 954.00.  
It was a Unanimous Vote in Favor.

Steve Barry stated that money was added to the budget line for an on-call secretary to transcribe minutes and assist the Town Administrator in filing, typing letters or research, so as to allow the Town Administrator to give her attention to the tasks required in her title.

### Personnel Administration

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Personnel Administration Budget at \$70,341.00 (FICA & Medi budget). He acknowledged an increased of \$1,117.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Steve Barry stated that it was related to salaries; a percentage of each person's salary is removed from their weekly wages and the Town matches that amount for both FICA & Medi. He confirmed that in the COLA Article, each extra cost is broken down, so it would be in addition.

**VOTE:** Chairman Spillane took a Vote to approve the Personnel Administration Budget at \$70,341.00.  
It was a Unanimous Vote in Favor.

### Insurance

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Insurance Budget in the amount of \$370,558.00. He acknowledged a decrease of \$16,469.00.

**SECONDED:** Bonnie Beaubien seconded the Motion.

Steve Barry stated that the decrease was for setting up an HRA Fund, where by taking the \$16,000.00 as self insurance. Cindy Kelley stated that the town got a better increase (only 3%) by going up to \$1,500 deductibles for hospital stays, but the Town will setup a summary plan description where they will pay the additional \$1,000.00 (which the Town only incurs if an employee has hospital stay). She confirmed that it will not accrue interest, but will only be spent as it's used (it is funded in the premiums). It is not a health savings account that will roll over to next year; it is just a health reimbursement account. Eighteen employees are on the insurance plan.

**VOTE:** Chairman Spillane took a Vote to approve the budget at \$370,558.00.  
It was a 10-1 Vote in Favor.

## Legal

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Legal Budget in the amount of \$10,000.00 (level funded).

**SECONDED:** Don Daley seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Legal Budget at \$10,000.00.

It was a Unanimous Vote in Favor.

## Tax Anticipation

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Tax Anticipation Budget in the amount of \$1.00.

**SECONDED:** Don Daley seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Tax Anticipation Budget at \$1.00.

It was a Unanimous Vote in Favor.

## Debt Service

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Debt Service Budget in the amount of \$7,400.00 (level funded).

**SECONDED:** Don Daley seconded the Motion.

Chairman Spillane questioned if only half had been paid so far. Cindy Heon confirmed it won't happen till the end the year and the payments are inter-funds such as revenue taken in for Town Hall and Cemeteries.

**VOTE:** Chairman Spillane took a Vote to approve the Debt Service Budget at \$7,400.00.

It was a Unanimous Vote in Favor.

## Supervisors of the Checklist

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Supervisors Checklist Budget in the amount of \$4,519.00. He acknowledged an increase of \$737.00 due to the elections.

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Supervisors of the Checklist Budget at \$4,519.00.

It was a Unanimous Vote in Favor.

## COLA Article:

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the COLA Article as written, to approve an increase of 2.5% in the amount of \$24,349.00.

**SECONDED:** Don Daley seconded the Motion.

Steve Barry confirmed that the BOS decided to not offer raises to the employees. They had numbers between 1.5 and 4%, and by consensus they reached the 2.5% with the full understanding that the Federal Government in the first time in 28 years has not given a COLA on the Social Security (which is one of the numbers they would have used for a COLA). The BOS felt that a 2.5% represented a fair number to increase the employees with the agreement of the Town. He confirmed that it would not include those employees that received the wage adjustments, which was mentioned in the backup sheet.

**VOTE:** Chairman Spillane took a Vote to approve the COLA Article at \$24,349.00.

It was a 10-1 Vote in Favor.

## Approval of Minutes:

**MOTION:** Don Daley made Motion to approve Minutes of December 1, 2009 as written.

**SECONDED:** Harriet Cady seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Minutes of 12-1-09.

It was a 9-2 Vote in Favor.

## Operating Budget Total:

**MOTION:** Selectman Representative, Steve Barry made a Motion to move the Operating Budget Total in the amount of \$ 3,451,320.00 (with \$5,922.00 being removed from the Highway Safety Budget, \$1,019.00 was added to Library Budget and \$300.00 was added to the Municipal Budget Committee).

**SECONDED:** Bonnie Beaubien seconded the Motion.

**VOTE:** Chairman Spillane took a Vote to approve the Operating Budget Total at \$ 3,451,320.00.  
It was a 9-2 Vote in Favor.

**Adjourned:**  
3:00pm

**MOTION:** Selectman Steve Barry made a Motion to Adjourn.

**SECONDED:** Bonnie Beaubien seconded the Motion.

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

*The Minutes were Recorded, Transcribed and Respectfully Submitted by Nese Farrell, Recording Secretary.  
Pending Approval by the Municipal Budget Committee*