

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
February 22, 2010
MINUTES**

Call to Order

5:30pm: Chairman, Steve Barry called the meeting to order.

Pledge of Allegiance to the Flag

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

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

Also Present: Cynthia Heon, Town Administrator and Nese Farrell, Recording Secretary

Citizen's Comments:

None

Police Department

Introduction of New Officer

Chief Greeley introduced Timothy "Pete" Pelletier as the newest Deerfield Police Officer. He also confirmed that he is already suited and on the roads training.

Selectman O'Neal asked for an update on the new cruiser. Chief Greeley confirmed it was ordered the Wednesday after approval was given and it should be in eight weeks from the date of the order. He also mentioned that the stickers for the white cruiser are in.

Welfare Administrator

Update/ Standard of Needs

Welfare Administrator, Denise Grieg presented the Board with some information and she briefly summarized the Explanation Sheet, which sets forth where the numbers are pulled from. She stated that the food allowances are the same, the shelter has dropped a little across all categories, electric is slightly down and oil is up. Burial and telephone are also listed.

MOTION: Selectman Hooker moved the 2010 General Assistance Rates (Standards of Needs) as described by the Welfare Administrator.

SECONDED: Vice Chairman Robertson seconded the Motion.

Selectman Reagan asked for explanation of the \$2,000.00 burial allowance. Mrs. Grieg said they are responsible, if needed, to provide for burial or cremation; cremation cost is a little lower than burial.

VOTE: Chairman Barry took a Vote to approve the 2010 General Assistance Rates as presented.

It was a Unanimous Vote in Favor.

Transfer Station

Follow-up/ Single Stream Recycling

Selectman Hooker referred to the information packet provided and stated that he and Rick Pelletier have reviewed the information that they have and have found some holes. He stated that Jan Foisy has everything that she has been given, but there is still some information she doesn't have, so he's estimated the parts where they were missing information and drew up a spreadsheet. He briefly summarized the Single Stream Recycling Analysis with Concord Regional Solid Waste Resource Recycling Cooperative (CRSWRRC) for Deerfield and presented a spreadsheet.

He stated that he and Rick discovered that Deerfield was not getting money for some of the recyclables; getting money for aluminum, but not sure of getting money for the others. He said that Mr. Pelletier found out today that apparently the Town is getting paid, but it needs more research.

They have looked at the aluminum and it is now going into a container that has a compactor on it. He said they could probably do one aluminum load a year instead of three, to save some money on the aluminum side. He said he also threw in the "credits per ton" that Mr. Pelletier found out about recently, which would save the Town if they were getting paid for what they were disposing of right now that could be recycled (as well as saving on the aluminum hauls). He estimates the Town would save \$13,000.00 a year if they started that essentially tomorrow. He also looked into the hauls for the Municipal Solid Waste (the rubbish in the big 100-yard container that is only hauled once a week), as it costs a lot to haul that heavy load once a week. He said the Town is also paying to haul the "stand-by" trash container 21 times, as the big one fills up and they revert to this one. He assumed that they should start hauling the big container twice a week (probably Fridays and Mondays); making it not so heavy and eliminate the 21-hauls of the little container unless something happened to the big compactor. He said this would save another \$1,000.00 by changing that and that savings is prior to starting the Single Stream Recycling.

He said that based on what Mr. Pelletier says, if they start Single Stream Recycling they would be able to throw a little bit more plastic into the plastic stream; the toys and such that are not allowed now (perhaps 1.5 tons more a year). He added that in the first year of Single Stream Recycling the Town would save around \$1,300.00. He estimates the Town would increase recycling 30% from what is done now and would get another \$6,400.00 a year in savings. He believes doing all of these things would save almost \$22,000.00 a year; which is getting paid for the recyclables that they do now, going to Single Stream Recycling and doing two major hauls of Municipal Solid Waste a week.

Selectman Hooker addressed the tabulation form attached to the email. He said that there are 43 communities that are a member of CRSWRRC right now; the 27 that started it and 16 that have been added. He said Deerfield would be either 17 or 18, but would be in a group called "Recycling Facility Associate Members" or RFAM. He said that the eight towns that have over 10,000 in population would have over 53% of the vote; Deerfield would have nine votes by joining. He said each town has one representative or an alternate, but that each representative has all of the votes that the Town is entitled to. He said Deerfield would be entitled to nine votes at 1 ½ % of the total. He said there are four other towns about the same size as Deerfield that are in that group. He feels the benefits of Single Stream Recycling are worth it and there is the 6-month Escape Clause if it doesn't work out.

Vice Chairman Robertson stated that upon reviewing Selectman Hooker's numbers, he feels it would make perfect sense to join CRSWRRC. He feels that the Town would clearly see an increase in recycling if people can put four or five different types of recyclables in the same container and it would streamline the process from the resident through to the facility operators.

Mr. Pelletier said based on the current data it seems that this is the better deal. He said that even though they have a few missing numbers, he does not think they are going to be any worse or better than what they've currently estimated. He said that as of today he has figured out where the stuff is going and that the Town is getting something for it, he just doesn't know how much or where that information is. He said he spoke to Casella and they are in contact with the accounting department to find out what is going on and will give us those numbers. He said Rob Upton has reviewed the contract and just would like for us to be clear on some things if we feel this is the way to go. Mr. Pelletier said that he did not feel that what was in there could be explained in a letter and feels it would be better to have a "one on one" discussion to review it.

Mr. Pelletier said unless the recyclable numbers change drastically it looks like we would do better with this program. He said that in the meantime, he will probably start shifting where some of the recyclables are going to take advantage of the best market. He said the Town belongs to Northeast Recycling, who follows the market and keeps tabs on who is giving the best prices. He said that he spoke to Casella today and for the most part, he will haul pretty much where we want him to.

Selectman O'Neal referred to the calculations on the return and asked if it was figured that we would have a consistent location for hauls. Mr. Pelletier said he is actually hauling the small container to the site next to Wheelabrator. Selectman O'Neal said it would reduce some of the headaches for the Transfer Station workers. Mr. Pelletier agrees the workload will be better and there is no reason this shouldn't go up.

MOTION: Selectman Hooker moved to tentatively agree to join CRSWRRC.

SECONDED: Vice Chairman Robertson seconded the Motion.

VOTE: Chairman Barry took a Vote to join CRSWRRC.

It was a Unanimous Vote in Favor.

Selectman Hooker asked when they could start doing the 100-yard hauls on Fridays and Mondays. Mr. Pelletier said they have not been over the amount for well over a year nor have they had any issues. He said the hauls would stay the same for now; at \$400.00 a haul. He said they will keep track of it more closely and let us know if there are any issues. Selectman Hooker said his basis for going to two hauls was for a lower hauling cost, but if the haul cost is the same, then it doesn't make sense to do it twice.

Regular Business

Review of Outstanding Minutes

MOTION: Vice Chairman Robertson made a Motion to approve the Minutes of February 8, 2010.

SECONDED: Selectman Reagan seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the February 8, 2010 Minutes as written.

It was a Unanimous Vote in Favor.

Vouchers:

Payroll Manifest/ \$43,689.94 (netting at \$32,953.30)

>>Accounts Payable Manifest/ Total of \$789,853.34

MOTION: Vice Chairman Robertson moved to approve the Payroll Manifest in the amount of \$ 43,689.94.

SECONDED: Selectman Reagan seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the Payroll Manifest.

It was a Unanimous Vote in Favor.

Accounts Payable Manifest/ \$ 464,239.99 (of which \$400,000.00 is for the School)

\$325,613.35 (of which \$300,000.00 is for the School)

>>Total of \$789,853.34

MOTION: Vice Chairman Robertson moved to approve the Accounts Payable Manifest in the total amount of \$789,853.34.

SECONDED: Selectman Reagan seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the Accounts Payable Manifest.

It was a Unanimous Vote in Favor.

Review of Correspondence

Notice of Abatement

Charles Sargent/ Map 410, Lot 43

Reason: Interior inspection performed and data corrections entered.

MOTION: Vice Chairman Robertson moved to grant the abatement based on the recommendation of the assessing firm.

SECONDED: Selectman Reagan seconded the Motion.

VOTE: Chairman Barry took a Vote to grant the abatement.

It was a Unanimous Vote in Favor.

Request for Naming Road

John & Lisa Andrikowich/ 98 South Road

Map 419, Lot 008 and Map 419, Lot 008, Sub Lot 001

Name Requested: Dorothy's Way

Selectman O'Neal suggested it should be run by Mr. Pelletier and Mr. Tibbetts for the purposes of 911 and the guidelines.

Letter/ Town Clerk/Tax Collector

Refund of fees/ Robin Jodoin \$115.00

Mrs. Jodoin wishes to recoup the cost of registering a Jeep Liberty for the year expiring October 2010 and shortly thereafter the Jeep was totaled and they came in to register a new vehicle with the same plates. The State portion of the registration was reimbursed.

MOTION: Vice Chairman Robertson moved to grant the refund of Town portion of the registration fee for the vehicle.

SECONDED: Selectman Reagan seconded the Motion.

VOTE: Chairman Barry took a Vote to grant the refund.

It was a Unanimous Vote in Favor.

Signatures:

Sanel Auto Parts/ ASA Automotive Supply Associates, Inc.

Renewal of Credit Application

Chairman Barry acknowledged the request for an application for Sanel Auto Parts; change of name and address for the purpose of having separate accounts for the Fire Department, Police Department, Transfer Station and the Highway Department (having separate accounts for ship to address, calculate discounts for each departments).

Selectman O'Neal does not see the need for separate accounts and is concerned about who can charge to the accounts. Selectman Hooker said it sounded like each department was getting a different discount and he thinks the Town of Deerfield should get a standard discount and all departments get the same discount. Chairman Barry said that the Highway Department will normally buy more than the Police or Fire Department. Vice Chairman Robertson understands the logic but feels we should investigate the discount. The Board agreed for the Chairman to sign the application.

Request from Deerfield Fire Department/ AutoFair Credit Application

Chairman Barry acknowledged the request for a credit application be made to establish a new account at AutoFair Ford, Manchester, for repairs on a 2006 F550 Ford. He believes that because of the size of the vehicle that it probably isn't something that M&M can handle. The Board agreed for the Chairman to sign the application.

Personnel Action Request Form/ Police Department/ Timothy Pelletier

The Board signed the request.

Personnel Action Request Form/ Parks & Recreation Department/ Nese Farrell

Added duties to on-call position in the Parks and Recreation Department.

The Board signed the request.

Land Use Change Tax/ \$7,000.00

Scott Stantial/ Map 419 Lot 046 Sub Lot 019

The Board signed the warrant.

Timber Tax Levy/ \$452.03/ Cassier Family Trust

Patrick & Sandra Cassier/ Map 419, Lot 088

The Board signed the Timber Tax Levy.

Intent to Cut/ Map 419, Lot 050

Bernard & Paula Elston

The Board signed the Intent to Cut.

Deerfield Conservation Commission

Follow-up/ Article 17

Serita Frey stated that she submitted a Memo requesting the Board consider putting a recommendation on Warrant Article-17, regarding the Conservation Easements on Town Forests. Chairman Barry said that they are behind on being able to change how the ballots are going to work, but they can talk about the Voter's Guide. Mrs. Frey said that the BOS had some recommendations on most of the warrants and she assumed that since the Board approved it that there would have been a recommendation there also.

Vice Chairman Robertson said they will typically recommend or not recommend something with a dollar amount attached to it, but he thinks at this point (by virtue of what they agreed to at the Deliberative Session) they may not be posting their opinion on anything. Chairman Barry clarified that at the Deliberative Session the Body told the Board to remove the dollar amount from the recommendation on Article-12. He said they are required by an adoption of the Town to have the recommendations of both the Board of Selectmen (BOS) and Municipal Budget Committee (MBC). He recalls the Board agreed to take it off and after reviewing the tape it was confirmed that they were told to remove the money number. Selectman Hooker said that both Article-17 & 18 were advisory articles to the BOS and he doesn't think it would make sense for the BOS to recommend an advisory article to them. Mrs. Frey said that she imagines that residents look for that recommendation when they try to make their decision. Selectman Hooker feels that if it is an advisory to the BOS, then why should the Board recommend it.

Review of Correspondence

Penny Touchette/ Assessing Department/ First American Spatial Solutions

Chairman Barry acknowledged a letter from the Assessing Department that First American was requesting updates (there is a cost to buy the CD update). The Board agreed to let First American have the updates again this year for the appropriate fee.

Request from Patricia Delorie/ Regarding Michael Behling/ Troop 138

Court of Honor on March 7, 2010

Chairman Barry acknowledged a request regarding Michael Behling who is a member of Troop 138 of the Boy Scouts. He has recently achieved the rank of Eagle Scout and his Court of Honor is on March 7, 2010 and Mrs. Delorie feels that he will be proud to receive a letter of congratulations from the BOS. Selectman Reagan said he has already arranged for the Governor's citation, the proclamation of the Speaker, as well as written a letter to the State Representative. The Board agreed to write a letter for him, as he performed a service for the Town as well.

Letter/ Deerfield Rescue Squad/ Christopher Gamache, EMS Captain/ Trust Fund Dispersal

Chairman Barry summarized a letter from Christopher Gamache, stating that the Deerfield Rescue Squad Association discussed and voted to spend up to \$1,000.00 for a flat screen TV and DVD player. Mr. Gamache (who is also the Training Officer) requested that this dispersal be

blocked and stated he was not consulted with this issue and does not agree with the decision of the Association. He further stated that he does not do enough training that involves a TV to make it worth the purchase.

Chairman Barry said he is not sure the BOS has the authority to stop them from using the money out of their Trust Fund to do this. Selectman O'Neal asked how the money is disbursed from their Trust Fund. Town Administrator, Cindy Heon said they bring invoices with backup paperwork, but the Treasurer has the documentation that says what it can be spent on. She said they would put something with it saying they want to do this or that it was a vote. Chairman Barry suggested that a comment be made to them asking them to reconsider and to attach the letter from the EMS Captain.

E-Mail/ Alex Cote/ Bridge Reports Response to Selectmen's Questions

Chairman Barry referred to the State Report on the bridges; particularly James City Road Bridge with the substandard rail. He said that the Road Agent talked to someone in Concord and was referred to an expert who explained that half of the State the bridges are listed as substandard guardrail systems. He said that the rail systems are not American Association of State Highway and Transportation Officials (AASHTO) tested; it includes aluminum with w-channel used through all the State road systems. He assured him that the bridge was built fine and that at Blakes Hill Road all they need to do is remove the sign saying there is a weight limit of 12 tons.

Email/ Harriet Cady/ Requesting all the Warrant Articles be sent by email

Chairman Barry acknowledged an email request from Mrs. Cady for all the Warrant Articles (including the Zoning Articles) be sent by email. The Board confirmed that all is going to be available electronically on the website.

Wheelabrator/ New tipping Fee

Chairman Barry informed the Board that they've received a notice from Wheelabrator that effective March 16, 2010 the new tipping fee will be \$71.68 a ton, as per our contract.

Unfinished Business:

Selectman Hooker asked if the Town Clerk could research old town meeting minutes, as he is looking for the vote on the Town Seal and for which seal was voted on. He stated that the Town Seal on the website is different from the Town Hall seal. He also wants to know what is used for the black & white seal and how that was voted on (where did it come from).

Selectman Hooker said there was discussion on how last year the Town voted for 24/7 police coverage and wants to know where that came from. Vice Chairman Robertson confirmed it was an advisory motion. Chairman Barry believes it was about 15 years ago when there was an increase in burglaries at the time. Selectman Hooker didn't think it was actually voted on. Vice Chairman Robertson said he would research the Town Meeting minutes for the vote.

Town Administrator's Report

Town Administrator, Cindy Heon said that Dwight & Audrey Barnes had an application for Current Use; the question was if it was all together correctly. She confirmed that it was an update for one that was complete and full and it shouldn't have come to the Board.

She said the auditors are back and working through the Town Clerk/ Tax Collector, the General Fund, the Library and the Fire Department.

She provided the Board with three documents. She said the Resolution is in answer to the question of these individuals being recognized; March 8th was thought to be a good night to do that. She would like input from the Board on if this is adequate enough to be presented to them or whatever the Board decides they want to do. Chairman Barry said he thinks it's fine. Mrs. Heon requested that any suggestions be sent over for corrections to be made.

She referred to the Code of Conduct/ Ethics Policy and the Suspected Misconduct/ Dishonesty policy, which are still separate at this time. She stated that these are audit requirements and they will review these, but before she goes to counsel she'd like to know what the Board thinks about it.

She referred to the Warrant Articles with the explanations (some information submitted by Department Heads) and she would like the Board's input as it has to go to print on Wednesday night.

Selectman Hooker said he thought they agreed not to put anything on Warrant Article-12, as it was not the number that was voted on prior to the Deliberative Session. Chairman Barry said the only vote that still stands is the one that the Board did on the budget. He said the Board can remove it from the Voter's Guide only.

MOTION: Selectman Hooker moved that the BOS recommend Article-12, which contains the Deliberative Session dollar value.

SECONDED: Vice Chairman Robertson seconded the Motion.

VOTE: Chairman Barry took a Vote.

It was a 4-1 Vote in Favor.

Selectman Reagan asked what he had previously voted on. Mrs. Heon said that it was the Warrant and that he did not sign the last page of the Warrant. Selectman Hooker said the Zoning Amendments are missing. Mrs. Heon said the explanations have not been received yet; she said that Jerry Coogan is to get them to her in the morning.

Selectman O'Neal referred to the Resolution and asked if the parents are going to be contacted on whether they'd like to be there. Mrs. Heon confirmed that has been thought of.

Old Business:

None

New Business:

Police Department: Chairman Barry referred to the Confidential Reply from the attorney and asked the Board if they should recommend or not. Selectman Reagan believes it calls for the Board to take action and stated that he is opposed to it. Chairman Barry said they should tell the attorney to do as recommended and to contact the individual who has presented the Board with it and to explain that they think their position is incorrect.

MOTION: Selectman Reagan moved to advise the Town Attorney that the Selectmen agree with his recommendation and ask him to reply on behalf of the BOS.

SECONDED: Vice Chairman Robertson seconded the Motion.

VOTE: Chairman Barry took a Vote.

It was a Unanimous Vote in Favor.

Citizen's Comments:

Harriet Cady said she was approached by Deb Boisvert about the cable committee and feels that since the contract is coming up in 2013 it is important that there be a representative. She asked the Board to send a letter out to Joe Serio. If he no longer wants to be on the Cable Committee or Chairman of the Cable Committee, he should advise the Selectmen. Mrs. Heon said that there was a gentlemen (Scott Franz) that was interested and she sent his name to Joe Serio and has not heard back from him as of yet.

Mrs. Cady referred to Candidates Night and said that Vice Chairman Robertson brought up that the Town had a lawsuit from a citizen about the Police Department. She said that she asked some time ago about lawsuits and was told that there were none.

Vice Chairman Robertson replied that he brought up a mediation session that he had to sit in on as the Chairman for the BOS, which was not sealed, but he doesn't know if that qualifies as a lawsuit against the Town or not. He said that it came off of another lawsuit that was named at the State (not the Town of Deerfield). He doesn't recall her asking the Board on whether they had any lawsuits going on, but this issue was handled very quickly. Chairman Barry said he doesn't know of any lawsuits in the last three years; just that they thought they were going to have some.

Adjourned:

6:40 pm

MOTION: Selectman Hooker made a Motion to adjourn.

SECONDED: Selectman Reagan seconded the Motion.

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

The February 22, 2010 meeting is adjourned.

*The Minutes were Recorded, Transcribed and Respectfully Submitted by Nese Farrell, Recording Secretary.
Pending Approval by the Board of Selectmen*