

TOWN OF DEERFIELD
BOARD OF SELECTMEN
April 19, 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; Alan E. O'Neal, Vice Chairman; Bill Perron, Selectman

Absent: R. Andrew Robertson & John Reagan, Selectmen

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

Citizen's Comments:

Walter Hooker referred to the Revaluation that is ongoing and asked if there would be a new page on the Town website where the assessing information can be found. Town Administrator, Cindy Heon said yes.

He referred to Maureen Mann's question about the recycling policy on the bottles requiring a neck. He stated that the policy doesn't say that; it says "plastic one to seven". He asked if that is the way the Town wants to go, will there be a public notice given in ample time.

Chairman Barry said the Board consistently gets new information everyday from the Transfer Station. He stated that the people who accept our trash have told Rick Pelletier that if it doesn't have a neck, it doesn't get thrown in the plastics; as may it taint the load. He confirmed that further investigation will be done and then inform the public.

Awarding of Bids

Present: Highway Agent, Alex Cote

1. Highway Department
 - A. Paving

Highway Agent, Alex Cote presented the Board with the list of the companies that bid. He said the day the bids were opened he had one contractor actually measure and evaluate the area. He worked all the numbers of each bidder and came up with a total number; Pike Industries came in the lowest at \$288,360.50 (includes Church Street), followed by Suburban at \$290,458.50. Based on his previous experience, he recommended going with Pike Industries.

MOTION: Vice Chairman O'Neal made a Motion to go with the Highway Agent's recommendation and award the bid for Paving to Pike Industries.

SECONDED: Selectman Perron seconded the Motion.

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

- B. Winter Sand

The Highway Agent recommended going with Merrill Construction (also known as Pembroke Sand) for the Winter Sand.

MOTION: Vice Chairman O'Neal made a Motion to go with the Highway Agent's recommendation and award the bid for Winter Sand to Merrill Construction.

SECONDED: Selectman Perron seconded the Motion.

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

- C. Road Reconstruction Materials

The Highway Agent recommended going with Merrill Construction for the Road Reconstruction Materials.

MOTION: Vice Chairman O'Neal made a Motion to go with the Highway Agent's recommendation and award the bid for the Road Reconstruction Materials to Merrill Construction.

SECONDED: Selectman Perron seconded the Motion.

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

D. Roadside Mowing

The Highway Agent stated that Sanborn Industries was the only bidder.

MOTION: Vice Chairman O'Neal made a Motion to go with the Highway Agent's recommendation and award the bid to Sanborn Industries for the Roadside Mowing.

SECONDED: Selectman Perron seconded the Motion.

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

Mr. Cote said they have started their project on Reservation Road and the plan is to award the bid as soon as possible, get them in Town and get the work done on Nottingham Road, to Meetinghouse Hill and then to Church Street.

Vice Chairman O'Neal asked how long Cole Road would be exposed until it is covered by tar. Mr. Cote said in a couple of weeks. He said the crane will be in tomorrow to remove the existing box culvert and when the bed is done, the box culvert will go back in. He feels that if everything goes well, it may be taken care of by the end of the week (if the crane company is available this week).

He said he met with the inspectors last week on the second flooding event and FEMA is going to combine the second and the third. He was out with the inspector today looking at various sites and has started the paperwork.

A. Government Buildings/ Mowing & Trimming of Town Grounds

No action at this time.

Parks & Recreation Department

Present: Joe Manzi, Parks & Recreation Director

1. Field Projects

- A. Joe Manzi updated the Board with some projects that are going on. He said they brought chips to the playground to fill it in and make it a safer place to play.
- B. He said the project now is to run water back to the new concession stand, as part of the dedication coming up.
- C. He said there is some work outside to finally finish the basketball project, fix tennis court and some other things to add/ enhance the outside.
- D. He mentioned to Mr. Cote that he will need some help to dig a trench out back to help the drainage once they get that court done (make sure the drainage is approved).
- E. He said they will need a backhoe to help pull the hoops out and resetting them properly.

Mr. Manzi made a request to the Board for Mr. Cote and his crew to assist him on this. Mr. Cote said he sees a minimum of three days worth of work out there, but he cannot find the three days at this time. He said the drainage work will require the back to be re-sloped.

The Board is fine with his crew helping after the road projects are finished. Mr. Cote thinks it may be a minimum of three weeks before he can do anything out there.

2. Updates

Vice Chairman O'Neal asked about the funds encumbered at the Bicentennial Field (to remove the asphalt track). Mr. Manzi said they scaled back that project and it is just a drainage project that this time. He said the drainage people are ready to come in sometime this week, and he is awaiting a callback from Glenn Young who is to donate some crushed stone. He hopes for it to happen before the baseball season opens (which is the end of next weekend). He confirmed that the running track is staying for the time being.

Non-Public Session/ Walter Hooker/RSA 91-A:3,II(c)

This matter has been postponed.

Regular Business:

1. Review of Outstanding Minutes:

MOTION: Vice Chairman O'Neal made a Motion to approve the Minutes of March 17, 2010/ Emergency Meeting.

SECONDED: Selectman Perron seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the March 17, 2010 Minutes as written.

It was a Unanimous Vote in Favor.

MOTION: Vice Chairman O'Neal made a Motion to approve the Minutes of March 18, 2010/ Work Session.

SECONDED: Selectman Perron seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the March 18, 2010 Minutes as written.

It was a Unanimous Vote in Favor.

MOTION: Vice Chairman O'Neal made a Motion to approve the Minutes of April 5, 2010/ Regular Meeting.

SECONDED: Selectman Perron seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the April 5, 2010 Minutes as written.

It was a Unanimous Vote in Favor.

2. Vouchers/ Payroll Manifest/ Accounts Payable Manifest

Vouchers

Payroll Manifest/ \$42,325.85 (netting at \$31,998.10)

Accounts Payable Manifest/ Total of \$572,364.96

Payroll Manifest/ \$42,325.85

MOTION: Vice Chairman O'Neal moved to approve the Payroll Manifest in the amount of \$42,325.85.

SECONDED: Selectman Perron seconded the Motion.

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

It was a Unanimous Vote in Favor.

Vice Chairman O'Neal said that the policy reads that vacation days are to be used in weekly blocks, but he recalls that it was approved for a police officer that requested to use their vacation in days, rather than a weekly block. He feels it is more accommodating to the employees to take them in days and requested Mrs. Heon ask the Chief about that incident as to when approval was granted. The Board will revisit the vacation policy at another time.

Accounts Payable Manifest/ Total \$572,364.96

MOTION: Vice Chairman O'Neal moved to approve the Accounts Payable Manifest in the total amount of \$572,364.96.

SECONDED: Selectman Perron seconded the Motion.

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

It was a Unanimous Vote in Favor.

3. Signatures

A. Signatures Requiring a Vote:

1) Notice of Abatement & Refund/ Gary Caikuskas/ Map 422, Lot 12/ Revised Assessment

MOTION: Vice Chairman O'Neal made a Motion to approve the Abatement & Refund.

SECONDED: Selectman Perron seconded the Motion.

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

2) Notice of Abatement & Refund/ J. Brian & Torin Judd/ Map 410, Lot 25/ Revised Assessment

MOTION: Vice Chairman O'Neal made a Motion to approve the Abatement & Refund as requested.

SECONDED: Selectman Perron seconded the Motion.

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

- 3) Notice of Abatement & Refund/ Eric & Denise Lazdowski/ Map 409, Lot 31/ Revised Assessment

MOTION: Vice Chairman O'Neal made a Motion to approve the Abatement & Refund.

SECONDED: Selectman Perron seconded the Motion.

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

- 4) Notice of Abatement Denial/ John & Margaret Pegnam/ Map 413, Lot 008

Reason: After review by the Assessor, they find the assessment is consistent and equitable with homes listed as comparables.

MOTION: Vice Chairman O'Neal made a Motion to deny the Abatement, based on the recommendation of the Assessor.

SECONDED: Selectman Perron seconded the Motion.

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

- 5) Notice of Abatement & Refund/ Debra Matulaitis/ Map 207, Lot 056/ Revised Assessment

MOTION: Vice Chairman O'Neal made a Motion to approve the Abatement & Refund.

SECONDED: Selectman Perron seconded the Motion.

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

- 6) Notice of Abatement & Refund/ Donald Wyman/ Map 408, Lot-008

MOTION: Vice Chairman O'Neal made a Motion to approve the Abatement & Refund.

SECONDED: Selectman Perron seconded the Motion.

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

- 7) Current Use Application for 2010/ Donald & Delores Wyman/ Map 408, Lot 008

MOTION: Vice Chairman O'Neal made a Motion to approve the 2010 Current Use Application.

SECONDED: Selectman Perron seconded the Motion.

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

- 8) Appointments/ List of Part-Time Employees

MOTION: Vice Chairman O'Neal moved to approve Craig Maloney as a part-time police officer, Alan Wilson as a part-time police officer, Glenda Smith as a part-time police officer, Roger St. Onge as part-time police officer, Matthew Lopez as the Animal Control Officer, Cynthia McHugh as the Deputy, Denise Greig as the Deputy Health Officer, Richard Pelletier as the Health Officer and Code Enforcement Officer and James Cannon as the Emergency Management Director.

SECONDED: Selectman Perron seconded the Motion.

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

- 9) Planning Board/ Appointment of Alternate Member/ Richard Pelletier

MOTION: Vice Chairman O'Neal moved to appoint Richard Pelletier as the alternate.

SECONDED: Selectman Perron seconded the Motion.

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

- 10) Re-Appointment of Debra Clark to the Veasey Park Commission

MOTION: Vice Chairman O'Neal made a Motion to approve the appointment of Debra Clark to the Veasey Park Commission.

SECONDED: Selectman Perron seconded the Motion.

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

- 11) Appointment of Joshua Freed to the Board of Adjustment for a three year term.

MOTION: Vice Chairman O'Neal made a Motion to approve the appointment of Joshua Freed to the Board of Adjustment.

SECONDED: Selectman Perron seconded the Motion.

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

- 12) Appointment of Anne Deely, Katherine Hartnett, Erick Berglund, Will Draper, Maria White, Thomas Foulkes, Philip Bilodeau and Kevin Verville to the Open Space Committee

MOTION: Vice Chairman O'Neal made a Motion to approve the appointment of the members to the Open Space Committee as written.

SECONDED: Selectman Perron seconded the Motion.

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

- 13) Permanent Application for Property Tax Credit/ Exemptions
Maria McNamara/ Map 205, Lot 031

MOTION: Vice Chairman O'Neal made a Motion to approve the Property Tax Credit.

SECONDED: Selectman Perron seconded the Motion.

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

- 14) Permanent Application for Property Tax Credit/ Exemptions
Louise Holdworth/ Map 414, Lot 7

MOTION: Vice Chairman O'Neal made a Motion to approve the Property Tax Credit.

SECONDED: Selectman Perron seconded the Motion.

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

B. Signatures Not Requiring a Vote:

- 1) Notice of Intent to Cut Wood or Timber/ Charles McSheffrey/ Map 414, Lot 98
The Board signed.
- 2) Notice of Intent to Cut Wood or Timber/ Steven Cook & Marilyn Kaatz/ Map-411, Lot-007
The Board signed.
- 3) Notice of Intent to Cut Wood or Timber/ Joanne Bradbury/ Map 414, Lot 143
The Board signed.
- 4) Warrant for Gravel Tax Levy/ Nellie Rollins/ Map 209, Lot 35
The Board signed.
- 5) Warrant for Timber Tax Levy/ Joanne Bradbury/ Map 414, Lot 143
The Board signed.
- 6) Warrant for Timber Tax Levy/ Carl & Valerie Anderson/ Map 201, Lot 056
The Board signed.

MOTION: Vice Chairman O'Neal moved the Abatement for Carl & Valerie Anderson (tornado damage).

SECONDED: Selectman Perron seconded the Motion.

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

- 7) Warrant for Timber Tax Levy/ Debra C. Kelley/ Map 420, Lot 025
The Board signed.
- 8) Warrant for Timber Tax Levy/ Joseph Reed/ Map 423, Lot 083 & 083 Sub Lot 2
The Board signed.

- 9) Warrant for Timber Tax Levy/ Peter Lion/ Map 405, Lot 028 & 034
The Board signed.
- 10) Warrant for Timber Tax Levy/ Peter Lion/ Map 405, Lot 028 & 034/ Tornado

MOTION: Vice Chairman O'Neal moved to approve the Abatement for Peter Lion (tornado damage).

SECONDED: Selectman Perron seconded the Motion.

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

4. Review of Correspondence

- A. Email/ Serita Frey/ Conservation Commission/ Re: Tree Planting near playground and gazebo
The Board does not see any issues with the location for the tree to be planted as Mark Tibbetts has approved it.
- B. Letter from NHDES/Donald Morris/Re: Interim Certification – Richard Pelletier
Chairman Barry suggested writing a letter to Mr. Lang thanking him for his services, but as of the end of this week, the Town no longer needs his services as a Class-4 Operator. Rick Pelletier has been granted a temporary Level-III Operators License, which is adequate for the Town of Deerfield to operate. He would also suggest taking the \$100.00 per week that was being paid to Mr. Lang and for it to be given to Mr. Pelletier (staying on the same pay cycle).

MOTION: Vice Chairman O'Neal moved to request the Town Administrator to draft a letter to Mr. Lang, thanking him for his services to date.

SECONDED: Selectman Perron seconded the Motion.

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

MOTION: Vice Chairman O'Neal moved that in going forward, to pay Mr. Pelletier for the use of his Level-III Operators License.

SECONDED: Selectman Perron seconded the Motion.

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

- C. Letter/ Harriet Cady/ Re: Town website not being updated with new members & unable to access maps.
Chairman Barry confirmed that the IT Director, Steve Jamele is working on a major issue and will get to the website as soon as he is available.

5. Town Administrator's Report

- A. Accounts Payable/ Payroll Manifests

A question asked prompted an inquiry to the Auditor, Karen Snow; the purpose of clarifying the current practice of signing the manifests is to make sure the Town is in compliance. The suggested practice is as follows:

It is understood all manifests are presented to the Board of Selectmen for review and signature. In the future, each year at the Board's Organizational Meeting, policy will be set for that year. A written policy will be drafted outlining the action the Selectmen take.

Currently, all manifests are prepared for Friday and are available for review. Prior to that phase they have been reviewed by Bookkeeping, the Finance Director and the Town Administrator. If there are questions, Department Heads are contacted and explanations requested. Invoices in question are held for a week when there is a Selectmen's Meeting.

Vice Chairman O'Neal said they are currently releasing them now and the manifests will still come through to keep it flowing every week and not get backed up.

MOTION: Vice Chairman O'Neal made motion to authorize the release of the Manifest on the off Selectmen's meeting week, after review of the Town Administrator and the Finance Director.

SECONDED: Selectman Perron seconded the Motion.

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

Vice Chairman O'Neal asked if the Board will still review, approve and sign the ones that have been released. Mrs. Heon said the BOS has the ultimate authority, and the Town Administrator and Finance Director really cannot approve, but they are reviewed by three sets of eyes before they are given to the BOS (they are available usually by Friday).

There was discussion on how the process went through this week and possibly having a checklist for which one has been reviewed/released by the Town Administrator and Finance Director. Mrs. Heon suggested they establish a policy for how they want to see it, with the understanding that they are available for review when they come in.

B. DCS Payment Schedule 2009/2010

Because there have been questions of how funds are disbursed to the School District, copies of the DCS Payment Schedule provided by the SAU and a copy of the actual payments were provided to the Board.

Vice Chairman O'Neal wanted to see what they requested for an estimated schedule, as it seems they are writing/sending a check every week. Chairman Barry said they are coming off a situation where for many years the Town & School Treasurer was the same person; being able to better operate by knowing what was needed, when and where.

Vice Chairman O'Neal suggested that after June to set a monthly payment to only write one check a month. Chairman Barry expressed some concern of not wanting excess money sitting in the School account, earning interest for the Taxpayers rather than the School District. The Board will revisit this issue.

C. Wage Scale/ Job Descriptions

In preparation of the 2010 Evaluation process, the Wage Scale and Job Descriptions are undergoing review. The Board will be provided with information, by Department, for review and approval.

D. FEMA Fund (45 Fund)/ Highway Department Budget

Highway Department expenses possibly being reimbursed by FEMA have been moved to the FEMA Fund (45 Fund). The auditors require this form of accounting when a disaster is declared and there is the possibility of reimbursement. To date, a total of \$91,217.11 in expenses has been located. The amount moved to the FEMA Fund is \$80,459.86. Remaining in the Highway Department Budget is \$10,757.25 (Highway Contract Line). When it is determined if the remaining expenses are allowed, they will be moved to the FEMA Fund.

E. FEMA/ Assessment of Damages

FEMA representatives were here on Wednesday, April 14th. They met with the Highway Agent, Alex Cote and surveyed the damage. Some weather events are still in question as to whether or not they will be reimbursable (Storm-2 and Storm-3). Mr. Cote also attended a FEMA Meeting in Concord. The FEMA representative will return on Monday, April 19th.

F. Code of Conduct/ Ethics Policies

Town Counsel reviewed the Code of Conduct and Ethics Policies for the Town of Deerfield. Counsel expressed concern about enforcement of such policies and having the right thing in place so as not to create liabilities for the Town. Counsel is aware auditing firms are requesting these policies be in place and will forward revisions within the next month or so.

G. Lakes Region Public Access (LRPA)/ Recording of Meetings

Denise Beauchesne of LRPA and the IT Director, Steve Jamale are working on what can be done to improve videotaping Deerfield's Meetings. Ms. Beauchesne suggested a DVD player or sending a computer zip file. Mr. Jamale is looking at all the options and will be reporting on what he believes to be the best option for Deerfield.

H. Transfer Station

1) Certification:

Rick Pelletier has been granted a temporary Level-III Operators License, which is adequate for the Town of Deerfield to operate.

2) Complaint:

A resident stopped by the Office and wanted to make the Board aware that the glass container and metal containers were overflowing on his last visit to the Transfer Station, which has never happened under prior management. In addition, there was a car parked sideways in front of the compactor and no one asked the individual to move.

This complaint was shared with Rick Pelletier who said that the nice spring weather has brought in an influx of all types of trash and containers and they are moved out as fast as a hauler can get it done.

3) Hazardous Waste Day

Saturday, June 12th was chosen as Deerfield's Hazardous Waste Day, but they cannot get the contract through to the Attorney in time for Board signature today. An announcement of the date will come once the contract is signed and a newsletter will be mailed seven to ten days prior to Hazardous Waste Day.

Rick Pelletier suggested that Chairman Barry and Vice Chairman O'Neal assume the role as coordinator in his absence.

4) Policy/ Handling Town Funds

Rick Pelletier will be working with the Finance Director, Cindy Kelley to develop a policy for handling Town Funds at the Transfer Station. There is a current practice, but the auditors prefer a written policy.

I. Policy/ Drug and Alcohol Testing

There has been some discussion concerning all employees or all employees that drive Town vehicles, be in the pool for Drug and Alcohol Testing. Before the current policy is amended (CDL Drivers only), the Board's input as to what the Selectmen find appropriate is requested. There are no costs savings, with the insurance company, to add all drivers or employees.

There was discussion of a cost impact for this testing. Chairman Barry feels regardless of the cost, because they are town vehicles, they should be tested. Mrs. Heon will look to see if there is a contract and if testing is done randomly.

J. April Appointments (Attachment)

Town Clerk/ Tax Collector, Kevin Barry has provided a list reflecting any outstanding April appointments.

K. E-Mail Changes/ Website Cleanup

The IT Administrator changed all e-mail addresses to avoid, as much as possible, any further invasion of computer viruses. He also sent out an e-mail, to all involved, refreshing everyone's memory about Town Policy concerning the use of the Internet and Town computers.

All e-mail addresses are in the process of being removed from the Town's Website for security reasons. This should dramatically lower the amount of SPAM coming in the Town.

L. Appointment/ Fire Chief

There is a file in the Office with Chief Tibbett's certifications and letters of recommendation, as well as a Job Description from the Local Government Center for everyone's review.

Chairman Barry said that previously the Board agreed to speak to the Deerfield Fire Association at their meeting. The Board is looking for any input from them on how they would like to help the Board on deciding how it is going to be. They sent a copy of their minutes of that meeting. Chairman Barry

requested the Town Administrator to write a letter of thanks to them for meeting with the Board, as well as to go over the key points they talked about (such as, minimum qualifications, the term of appointment and job description for the Chief).

6. Unfinished Business:

Chairman Barry referred to a letter regarding the meeting with the Deerfield Community School (DCS) regarding oil bids. Vice Chairman O'Neal confirmed that Selectman Robertson met with the School Board to ask if they were interested in teaming up for a better oil price. He relayed that the School Board seemed interested and they will make a decision by the next meeting (then they will follow-up with the BOS on their decision). He said the only thing that came up was that their contract year is July 1st and ours is June 1st. There was discussion on possibly juggling our year to accommodate their yearly contract.

Mrs. Heon said if the Board authorizes her to go ahead with the bid process once the School Board has met, it would prevent holding up the process any further. The Selectmen granted authorization.

7. New Business:

Road Agent, Alex Cote said the School Board approached him about the amount of sand on the grass. He responded that it is due to the plowing and sanding (as requested). He explained that with the gravel parking lot and several plows in the winter, it is bound to happen.

There was discussion of possibly increasing the rate if they are going to want clean up as well. Mr. Cote does not want it to become an issue with both the Boards. Vice Chairman O'Neal agreed with Mr. Cote's response letter, as it is not the Road Agent's responsibility to rake the grass.

There was question of who currently mows the lawn at the school. Vice Chairman O'Neal suggested Selectman Robertson contact the school board again about this matter.

6:41pm Chairman Barry recessed the Selectmen's Meeting.

**Town of Deerfield
BOARD OF SELECTMEN
April 19, 2010
JOINT PUBLIC HEARING
TOWN OF DEERFIELD/ DEERFIELD SCHOOL DISTRICT**

Present: Stephen R. Barry, Chairman; Alan E. O'Neal, Vice Chairman and Bill Perron, Selectmen
Absent: R. Andrew Robertson and John Reagan, Selectmen
Present: Kevin Barry, Vice Chairman; Deerfield School Board
Absent: Bonnie Beaubien, Chair; Mary Ann Clark, Don Gorman and C. Gregg Williams, School Board Members
Also Present: Cindy Heon; Town Administrator and Nese Farrell; Recording Secretary

Attendance: 16 Residents

7:00 pm: Chairman of the Board, Stephen R. Barry convened the Public Hearing

Chairman Barry read the Public Hearing Notice:

Pursuant to RSA 31:95-b,III(a) the Board of Selectmen and the Deerfield School Board hereby give notice of a Public Hearing on Monday, April 19, 2010, at 7:00pm, in the Selectmen's Conference Room, at the G. B. White Building, 8 Raymond Road, Deerfield, NH 03037. The purpose of the hearing is to discuss spending by the Board of Selectmen and the Deerfield School Board of unanticipated money, and money hereinafter received by the Town, from the Federal Government and the State Government, for the purpose of building a greenhouse, composting/recycling center at the Deerfield Community School and building an unheated 30 x 30 pole barn, for recycling, at the Transfer Station. The Town of Deerfield was selected as a recipient of an Energy Efficiency and Conservation Block Grant (EECBG) in the amount of \$115,415.00. Signed by Stephen R. Barry, Chairman; Alan E. O'Neal, Vice Chairman; R. Andrew Robertson, John Reagan and William A. Perron; Selectmen – Bonita Beaubien, Chair; Kevin Barry, Vice Chairman; Maryann Clark, Donald Gorman and C. Gregg Williams, School Board Members

Chairman Barry called for any Citizen's Comments:

Comments:

Peter Van Burkum stated that he has a plant nursery and he brought a brochure regarding Horticulture in New Hampshire. He stated that Horticulture provides 6,800 full-time jobs in New Hampshire, aside from the fact that it is helping the environment and lots of research has been done regarding the therapeutic value of Horticulture. He said there is no better way than to get people interested than to start them when they are young. He expressed his support for this center for DCS.

Walter Hooker stated that the pole barn is unheated and un-electrified. The current space the Swap Shop has is unheated, but it is electrified (has a couple of outlets). He said when people bring in appliances they are asked to plug them in before the Swap Shop accepts them, how would that happen in an un-electric pull barn.

Chairman Barry asked if it was specifically for Recycling and the Swap Shop stays where it is, or was this specifically for the Swap Shop. He asked when they wrote the grant if there was discussion on how they were going to light the space.

Patrice Kilham said yes. Jim Deely stated that the purpose of the grant was to not leave a carbon footprint into the environment. He said there are translucent panels that can be put into the roof of the structure; allowing natural light to enter the space. He said that since there is no detail on how the structure is built at this point, that would be discussed afterwards. He confirmed that the purpose was to create a year round system; new space for a Swap Shop opportunity during the school year (winter months) at the School, and for this to serve as a Swap Shop upgrade at the Transfer Station.

Patrice Kilham said they'd like a barn for bigger items to come. She said all they have are the panels, which provides good light. She said there is a cord to plug in on the other side and they can continue to run it like that temporarily.

Mr. Hooker was curious if at some point in future they decide to put something over there to electrify a portion, would it invalidate the grant. Mr. Deely said the intention of this fund was to provide opportunities for communities to reduce the waste cycle and putting electric at this point is not a good idea.

Ellen O'Donnell thinks the intent at the building at the Transfer Station was for larger items and doesn't think electric needs to be put in.

Richard Boisvert went out there a few weeks ago and staked out a 30x30 square; as you go in between the access road and the infrastructure, there is ample room there. They didn't want to go too far down the road, as they recognized it would involve how to circulate the traffic through there. He said there is enough room in it and it could be setup so that the front is in-line with existing access; it could move back to the exit road. He doesn't see that extreme amount of grading would be necessary and it shouldn't take much to dress it. They also considered that there may be concerns about the shortcut across the grass; to be answered by who runs the Transfer Station.

Missy Perron said she heard about plastic recycling, as they know it now, has been changed to requiring a neck on it. Chairman Barry said that Mr. Pelletier was told that a rule of thumb for the plastic recycling was that it needs a neck; anything without a neck has been stretched too thin for use for recycling. Mr. Pelletier was told that anything other than a neck taints the recycling load and is discarded anyways. He confirmed that in the future, the Town is looking for a Single Stream recycling plan where everything goes in one bin.

Patrice Kilham said that the building would just be used for large items and asked if this would be a replacement for what we have now; allowing access to put plenty of books and encourage people to bring more things in. Chairman Barry confirmed that the Swap Shop works due to the volunteers and it will not continue without the volunteers. The Board agreed that it may reopen, as long as there are two people there to continue it.

Kevin Chalbeck asked what would happen to the existing building; would it revert to the Town for whatever they need it for (the 30x30 pole barn). Chairman Barry said maybe for recycling purposes. Mr. Deely said that in reading the guidelines, he did not come across any wording to support that.

Fran Menard commented that the Heritage Commission was involved in this original grant. She said they wrote a grant for the Town Hall and the George B. White building as well, which were not funded.

Mr. Hooker referred to the Green House as a Swap Shop in the off season, and asked where that would be located and how are they going to move things back and forth. Ellen O'Donnell said it will be built in the back of the School; built into the hill where the

soccer field is; which will not affect the parking. As far as moving, she is not sure they will be able to move everything from one Swap Shop to the other (they would be able to do the smaller items). She stated that the 8th Graders at DCS have started a "Change Exchange" in the School; running every two weeks. This program won a "We Can Make a Difference" award from Wal-Mart with a \$1,000.00 grant for doing it. The children are doing a fantastic job in running the Swap Shop, as they are very excited about it. She predicts that kind of thing continuing every year, where the children run it every day and that is why they like it at the school, as they are teaching children to reuse/recycle things.

Mr. Deely asked if Ellen O'Donnell could follow up on the Green House structure, and commended her for this great idea. Mrs. O'Donnell feels it is a great opportunity as it combines many things that have an environmental concept and the Green House teaches them to grow their own plants/food. She added that it helps them to understand renewable energy in the Community; passive solar, thermal energy, composting and windows for light and have it built into the hill to learn about the temperature on the ground. She mentioned that her son said that when he was at Concord High they actually stopped the ability to go to Pembroke to use their Green Houses for courses. He suggested finding out if Concord would like to do some vocational classes at our Green House. She has talked to people in the community and has found some volunteers to help.

7:20pm There were no further comments. Chairman Barry closed the Public Hearing.

7:21pm *Chairman Barry reconvened the Selectmen's Meeting.*

Board Discussion/ Action on EECBG Grant

MOTION: Vice Chairman O'Neal moved that the BOS accept and expend the funds from the EECBG Grant for our Town's portion.

SECONDED: Selectman Perron seconded the Motion.

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

Mr. Deely believes the entire funds will come to the Town to disperse to the School.

MOTION: Vice Chairman O'Neal made a *new* Motion that the BOS accept and expend the funds from the EECBG Grant in its entirety.

SECONDED: Selectman Perron seconded the Motion.

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

Citizen's Comments:

Mr. Hooker asked for the total bid amounts for Pike Industries and Suburban. The Board gave him a copy of the numbers. He referred to Church Street and asked if it was more than \$30,000.00. He said it could be more. He asked what level classification Lenny was. Chairman Barry thinks he was Class-III. Mrs. Heon will look it up.

He said that Craig Maloney was appointed as a part-time police officer, making one more on the list of part-time police officers. The Board understood this to be coverage for training. Chairman Barry stated that it is something to keep him going until he walks away (May) and he needed to be approved for the month of April.

He referred to the School's plowing, asking if the \$3,000.00 number came from contract people. He said it seems like it would make sense for the School to budget it, as it's really more than \$3,000.00.

Adjourned:

7:26 pm

MOTION: Vice Chairman O'Neal made a Motion to adjourn.

SECONDED: Selectman Perron seconded the Motion.

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

The April 19, 2010 meeting is adjourned.

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