

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
July 26, 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; John Reagan, R. Andrew Robertson and Bill Perron, Selectmen

Also Present: Leslie Boswak, Town Administrator and Nese Farrell, Recording Secretary

Citizen's Comments:

Walter Hooker stated that the Town website didn't have the Board of Selectmen's (BOS) agenda for tonight posted, however, it was on the Forum. He mentioned that the BOS calendar does not reflect the extra meetings the Board is having now. He said the Municipal Budget Committee (MBC) has a meeting tomorrow night that was posted on the Town Website, but wasn't on the Forum. He feels the Forum is a good place for citizens to see what is going on and the Town website is a little confusing at times. He would like to know the BOS' thoughts would be on what the posting policy should be. He said it seems as though the minimum postings may not be enough and suggested adding the email address of the Forum when emailing the IT person what should be posted.

He referred to the appointment of the new Town Administrator and that when they offered her the position her salary was not mentioned or noted in the minutes. He said that if it is the same amount as what Cindy Heon made, who had many years of experience, than it could be considered as a "raise" for a new employee with no Administrator experience. He said the Board is always talking about no raises for the Town employees and this position should also be considered.

Harriet Cady referred to the Energy Grant research she's been doing and said she contacted Eric Steltzer at the Office of Energy and Planning. She was told that with the walls being insulated gives more energy return. She would like a copy of an energy audit for the George B. White building to continue her research.

Mrs. Cady said that the Trustees don't typically report some individual funds, and Julia James gave a grant to the Library that was a trust. She said that Joanna feels that should be looked up and shown as a generous grant to the Town. Mrs. Cady asked if the Board could recreate some of the individual trusts that were set up.

Charles Garland (background in Law Enforcement) stated that he has seen a lot of rowdy people in his experience and his office had a choice of shooting them, using a night stick or a flashlight to strike them; often causing serious damage to the head. He was amazed that the Police Department does not already have tasers. He said there have been some deaths from them, but there have also been deaths from night sticks and tear gas. He feels that if someone is tased they are more likely not to receive permanent damage. He would be very much in favor of the Board authorizing the purchase of tasers for the department.

Officer Hughes said he almost had to drop someone this year and it would have been nice to be able to tase them instead. He feels the tasers are less lethal and the chances of a person surviving a taser versus a gunshot are probably better.

Police Department

Present: Chief, Michael Greeley

1. Purchase of Tasers

Chief Greeley confirmed that the department would need \$7,800.00 to buy nine tasers. He confirmed that he has it in the budget and requested permission to use it to purchase the tasers.

Selectmen Perron asked if he is taking this money out of the budget where this vacant officer's salary would be. Chief Greeley confirmed that was and that his part-time line is overdrawn; which he confirmed in his letter presented to the Board tonight is already being taken care of from an allowance he has set aside.

Selectman Robertson said his main concern is safety and the Chief feels he has money in the budget to do it he is comfortable for him to go ahead with the purchase of the tasers.

Selectman Reagan thought that some of that money was removed from the Police Department's budget. Chairman Barry confirmed that \$8,000.00 was used from the Police Department's budget.

Chairman Barry said that he would like to see that the money is really there before he completely supports this. Chief Greeley said that the process of hiring a new officer (even if it was started now) would take till September to complete.

MOTION: Selectman Robertson moved to give authorization to the Chief to spend \$7,800.00 to purchase tasers for the Police Department.

SECONDED: There was no second. Motion Failed.

Chairman Barry said he feels this purchase is something they really need to do even though he is not happy about spending the money. He prefers to keep watching the budget and revisit this in a few months. However, he feels this is a safety item and the officers need this equipment.

Vice Chairman O'Neal said that he felt it was too premature to come back in July and would rather revisit this during the budget cycle, when they hit the September/ October timeframe, to see where they are at financially. He expressed the concern that it was taken out of the Default Budget when the Board adjusted the numbers for that budget in March. He requested that when he comes back to present it to the Board again that he bring the quote he received for the cost of the nine tasers.

2. Hiring Process/ Request to Fill Vacancy

Chief Greeley requested to start the hiring process now for the fulltime officer; which will probably run into the end September before he could be able to put someone on.

MOTION: Selectmen Robertson moved to give authorization to the Chief to fill the fulltime officer vacancy.

SECONDED: Vice Chairman O'Neal seconded the Motion.

Vice Chairman O'Neal asked what started the hiring process over. Chief Greeley said that those that were in the hiring process did not pan out; they hired one and the other three didn't work out. He felt that the Town wanted to hold off on the hiring, so he held off on the re-advertising on the position.

Selectman Reagan feels there is sufficient manpower to provide 24/7 coverage and does not see the need for another officer.

Selectman Robertson said that it was presented to the MBC as what the department needed. Chief Greeley said they have been managing with the officers they have now, but it will get old really quick with the amount of people he has.

VOTE: Chairman Barry called for the Vote.

It was a Vote of 2/3; the Motion failed.

Vice Chairman O'Neal wants to see where the budget numbers play out in the budget season. He referred to the position being vacant almost two years now and feels that if they are not going to fill the position, then they need to cut the position.

Chairman Barry feels that if they are not going to let him fill the position, they should let him use some of that salary money to purchase the safety equipment his officers need for their protection. He stated that the Board has never hesitated on a safety issue before, and feels if this equipment saves one person, the purchase is worth the whole year's budget.

Selectman Reagan said that they are not pressured to spend all the money back in the budget. Chief Greeley said that his department gives back money every year and that he asks for only what he needs.

Fire Department

Present: Chief, Mark Tibbetts

1. 2011 Budget/ Proposed Additions or Changes

Chief Tibbetts confirmed that he doesn't have his budget completed but did have some questions for the Board. He asked if the Board was happy with the budget presented last year. The Board was. Mr. Tibbetts said there were a couple of line items that he didn't put in (ex: fire prevention line, supply line) as he needs to make some changes. He believes the budget will stay close to the same as the one used last year. He said not this year, but in the near future they will start seeing changes in the Fire Department's budget.

Vice Chairman O'Neal asked if someone made a donation to the Association, who would it be made out to. Mr. Tibbetts said it is made out to the Deerfield Volunteer Fire Association; going into the Association line. Vice Chairman O'Neal said to relay to the Association now is that if residents are making donations to keep in mind that they are doing the job with the Town's equipment.

He inquired about his job description and asked if they were still working on it. Chairman Barry confirmed that they are.

2. 2010 Budget/ Format

Mr. Tibbetts does not anticipate the budget going up, but he will ask for the maintenance of the Town Hall. Chairman Barry suggested that he budget all that maintenance, as it is going to be an ongoing need. The Board decided for it to be submitted as a Town Warrant for the Town Hall Maintenance line.

He stated that for many years he has been funding his own cell phone for his work with the Town; which averages between \$90.00 to \$150.00 a month. He would like to split the cost of it with Forestry, the Fire Department and the Town, as he feels it is time that the Town pays for this expense. He is looking to do this in the 2011 Budget, as he has no money in this year's budget to begin this now.

3. Warrant Articles

A. Purchase of Land

Chairman Barry referred to the Warrant Article for the purchase of the land near the Fire Station. Mr. Tibbetts said the two Association presidents will be meeting with the Board to discuss the future of that land and if the Town is still interested in the land.

B. Capital Reserve/ Purchase of Fire Truck

Mr. Tibbetts said there is still a letter requesting \$90,000.00 for the capital reserve, as they did last year for the fire apparatus.

4. Update on Training

He advised the Board that in January he mandated that every Fire Department needs to have ICS screening (10-hours of training). He has given opportunities to have it taught at the Fire Station or online. There are

seven employees that still have not completed the training. He suspects that three of them may make it and the others will be put on the "inactive" list.

5. Government Buildings

He confirmed that the George B. White building is getting into better shape, but mentioned that the front windows really need to be replaced (they leak and wind comes through them). He said there is some money in the Emergency Fund that could be used if something does happen. The Board asked him to include that in the budget.

Vice Chairman O'Neal asked how the Town Hall's furnace situation was going. Mr. Tibbetts said the other one is about 15-years old, but he maintains the equipment very well. Vice Chairman O'Neal asked if sink holes are starting to form around the Town Hall. Mr. Tibbetts confirmed there were and that he talked to the Road Agent, who plans to temporarily fill them in to get through the winter.

Regular Business:

1. Review of Outstanding Minutes:

MOTION: Selectman Robertson made a Motion to approve the Minutes of July 12, 2010 and July 19, 2010.

SECONDED: Vice Chairman O'Neal seconded the Motion.

VOTE: Chairman Barry took a Vote to approve the July 12, 2010 and July 19, 2010 Minutes as written.

It was 4/1 Vote in Favor; 4-Yes, 1-Abstention

2. Vouchers/ Payroll Manifest/ Accounts Payable Manifest:

Vouchers

Payroll Manifest/\$54,811.86 (Netting at \$43,529.57)

Accounts Payable Manifest/ Total of \$134,701.32

Payroll Manifest/ \$54,811.86

MOTION: Vice Chairman O'Neal moved to approve the Payroll Manifest in the amount of \$54,811.86.

SECONDED: Selectman Robertson 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 mentioned that in that payroll manifest is the first half of the year's stipends for the Rescue Squad.

Accounts Payable Manifest/ Total \$ 134,701.32

MOTION: Vice Chairman O'Neal moved to approve the Accounts Payable Manifest in the total amount of \$ 134,701.32.

SECONDED: Selectman Robertson seconded the Motion.

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

It was a Unanimous Vote in Favor.

3. Letter from Kevin Barry, Town Clerk/ Tax Collector/ Re: Abatement/ Map 205, Lot 009

MOTION: Selectman Robertson moved to approve this Abatement.

SECONDED: Vice Chairman O'Neal seconded the Motion.

VOTE: Chairman Barry called for the Vote.

It was a Unanimous Vote in Favor.

4. Signatures:

A. Signatures Requiring a Vote

1) CITGO/ Certificate of Buyer of Taxable Fuel

MOTION: Vice Chairman O'Neal made a Motion to authorize the Chairman of the Board to sign the tax exempt status for gas.

SECONDED: Selectman Robertson seconded the Motion.

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

2) Abatement/ Doreen Schibbelhute/ Building at Fairgrounds/ Does not Exist

MOTION: Vice Chairman O'Neal moved

SECONDED: Selectman Robertson 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/ Harold Archer / Map 413, Lot 078
The Board signed.

2) Notice of Intent to Cut Wood or Timber/ Allan Barton / Map 205, Lot 002
The Board signed.

5. Review of Correspondence:

A. E-Mail/ Harriet Cady/ 91-A Request/ Re: Deerfield Conservation Commission

Chairman Barry confirmed that the information on 91-A is available. He stated that the account information requested has been requested and they are working on getting that information together for her.

B. E-Mail/Response from Penny Touchette/Re: Septic and Wells being improvements to lots.

Chairman Barry said Mrs. Cady forwarded a court case regarding that and the Board is assessing the information.

C. Note from Rick Pelletier/Re: Transfer Station Update

Chairman Barry referred to the letter from Rick Pelletier that will soon ask residents to separate cardboard at the Transfer Station. The only change will be that that they will be placed in separate receptacles and it will greatly increase our return as 75% of what they dispose of is cardboard. There will be signs directing them to the proper receptacles as soon as they become available.

Vice Chairman O'Neal thinks that he saw a sign there this weekend that they will start separating it tomorrow.

Selectman Reagan referred to the cardboard at the Transfer Station and would like to see that handled as the residents are encouraged because we tell them that we get \$85.00 a ton for cardboard. He would not want to keep repeating this to the people. Chairman Barry asked if there could be something put on the website and a sign down there stating the amounts the Town will get for this. Town Administrator, Leslie Boswak will look into that.

D. FEMA Reimbursement/ \$14,313.48

Chairman Barry referred to the letter from FEMA and said that they also received some previous money.

6. Unfinished Business:

None

7. Town Administrator's Report:

- A. Evaluations are complete and available in the Administrator's office for review.
- B. The BOS packets of 7/26/10 contain copies of the current policy and procedure for copy fees, and the survey of surrounding communities, conducted approximately a month ago. The Administrator will follow-up with the Board for a recommendation on the updated policy and revised schedule in a few weeks.
- C. Email from Walter Hooker regarding posting meetings: The new Town Administrator, Leslie Boswak has been brought up to date on the progress of the written policy for posting meeting and the minutes. She feels it will take a month or two to complete (she will break it out to make it clearer).
- D. Leslie Boswak is scheduled to attend training at the LGC on August 6, 2010, which is part of the leadership institute that she has been attending.

8. Other Business:

Road Agent, Alex Cote would like permission to cut down six trees on Candia Road. Vice Chairman O'Neal confirmed that there are nine Hemlock trees and three Ash trees that need to come down; six trees are over the 15 inch circumference. Mr. Cote stated in his letter that he considers them to be a safety issue. Selectman Reagan asked any Planning Board members present to look at the pictures and give their opinion.

MOTION: Vice Chairman O'Neal moved to approve the removal of nine Hemlock trees and three Ash trees on Candia Road.

SECONED: Selectman Reagan seconded the Motion.

VOTE: Chairman Barry called for the Vote.

It was a Unanimous Vote in Favor.

Vice Chairman O'Neal asked Mrs. Boswak to find out the status from the Library Trustees on their RFP for process for insulation, as well as the RFP status for the grant. He also wanted to make sure they process the paperwork to receive the impact fees for doing Church Street.

Fran Menard said it is still in process and they are waiting for it to come back signed. Mrs. Boswak stated that she has received some information today regarding this.

9. New Business:

None

Citizen's Comments:

Harriet Cady mentioned again that the website is not easy to navigate and said that other Town websites have a place for citizen's comments. She feels that a lot of people do not take the time to access these meetings or how to contact the Road Agent. She would like to see the website become more User friendly.

Chairman Barry said that the Town website is a constant work in progress and appreciates her suggestions.

Walter Hooker said that he heard that the software that Steve Jamele is using is not the kind that the other towns are using. He believes that if the department heads can make changes they could accidentally crash the website. He feels that rather than take the chance of someone causing an error, it may be better to hire someone at a lower hourly rate to maintain the website and maybe to put in the budget for next year.

Mr. Hooker referred to the cardboard amounts and asked for the numbers again. He asked if the \$35.00 a ton for the mixed/ less corrugated would go up if they took the cardboard out. Chairman Barry said that Mr. Pelletier feels the revenue would increase substantially.

Mr. Hooker referred to the tasers and said that if the Board approves them, he would like to see the Police Chief come in with a written policy of what will happen with the tasers (ex: training or when used in the field). He feels they should have that policy before the approval of purchase of them.

He said there was another safety issue the Board turned down and it was for the traffic calming on Church Street.

Mrs. Cady referred to the front parking at the Library and said that there are reserved parking places on the side and does not recall the Board discuss doing that. Chairman Barry confirmed there was a discussion on two spaces being reserved by the elevator.

Recessed at 6:35pm until the Public Hearing

Public Hearing (Chapter 231 RSA 231:11 Hearing)

Petition to Layout a Section of Perkins Road

The Board of Selectmen of the Town of Deerfield, New Hampshire in accordance of Chapter 231, set a Public Hearing to be held at the George B. White Town Office building (8 Raymond Road, Deerfield NH) on July 26, 2010 at 7:00pm to consider the following:

Petition to layout a Class-5 town maintained highway of a portion of Perkins Road, so called Class-6 non-maintained highway being used at the Wesley corner of Tax Map 406, Lot 5; now formerly owned by Darrell B. Cady and Susan L. Cady. Tax Map 406, Lot 6; now formerly owned by M. W. Marque and Roger A. Marque, following Perkins Road in approximately in a northerly direction

We the undersigned hereby give written notice to the petition owners of the land, over which highway may pass and all interested land owners, local officials and highway users will be welcome and given an opportunity to express their feelings on the subject; given on this 26th day of July 2010, the Deerfield Board of Selectmen.

This was posted at the Deerfield Town Clerk/ Tax Collector's office, the Assessing, Town Office, Deerfield Penguin, Post Office, Deerfield Community School, the Philbrick James Library, published on the Forum and the Town website.

Chairman Barry asked for any comments.

Walter Hooker asked what was behind this or what precipitated the petition to layout the road. Chairman Barry said the Town Meeting in 1989 voted to accept approximately 1,200 feet of Perkins Road as a Class-5 highway, however, for reasons for non-maintenance for five or more years it reverted to a Class-6 status. On June 4, 2007 the Board sought to clarify the 1989 Town Meeting by classifying 300 feet of Perkins Road as a Class-5 highway, but did not go far enough. The Selectmen intend this layout will eliminate any of the lingering or uncertainty of the status of Perkins Road.

Chairman Barry said the Board is attempting to go along with the wishes of the 1989 Town Meeting (only going another 540 feet), which was voted on but not followed through with.

Fran Menard feels this will make it official and said that Selectman Perron who is on the Planning Board could probably fill them in on what they wanted. Selectman Perron said the Select Board did extend it 300 feet, but there was no monitoring, so now they are using a point of reference on the property line so everyone knows where it starts and ends.

Mrs. Cady asked how wide it would be. Selectman Perron said the same as it is now; they are going to repair the road.

Mr. Hooker asked who is paying for the Class-5 layout. Selectman Robertson said there is no cost to the Town; if there are improvements that need to be made then it would need to be brought up through a different standard. Fran Menard said that is already taken care of. Chairman Barry said the Town has to lay it out only to revert it from Class-6 to Class-5. Mr. Hooker asked if there are any requirements to do something at the end of the Class-5 section so

that there is a turned around. Selectman Robertson said there is a turnaround included in the improvements.

John Keach has concern with the traffic going down the road, as there is another house to be built out there. He said the stone that it was next to has fallen in and all the dirt is filling the ditch in; the water table is now backed up and going into the old culvert on the Marquis property. He said that he spoke to the Road Agent and he said that it needed to be ditched out.

Chairman Barry said he has been rather busy and they will pass on the comment to him. Selectman Robertson said that if the Board accepts this, the road will be taken care of better than it has in the past. Tom Welch asked to view the map.

7:10pm Public Meeting Closed and the Board of Selectmen Meeting Reconvened

MOTION: Vice Chairman O'Neal moved the petition as written.

SECONDED: Selectman Robertson seconded the Motion.

Selectman Robertson noted that this is keeping with the Planning Board's desires, as expressed to the Board.

VOTE: Chairman Barry called for the Vote.

It was a Unanimous Vote in Favor.

Adjourned:

7:11 pm

MOTION: Selectman Reagan made a Motion to adjourn.

SECONDED: Selectman Robertson seconded the Motion.

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

The July 26, 2010 meeting is adjourned.

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