

YEAR

2019

STATE OF NEW HAMPSHIRE

FIRST SESSION:

To the inhabitants of the Town of Deerfield, in the County of Rockingham, in said State qualified to vote in Town Affairs:

You are hereby notified to meet at the Town Hall, 10 Church Street, on Saturday, the 2nd day of February 2019 at 9:00 a.m. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered One (1) through Thirteen (13). The Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

SECOND SESSION:

The final ballot vote for warrant articles will take place at the Town Hall, 10 Church Street on Tuesday, March 12, 2019. The polls will be open from 7:00 a.m. until 7:00 p.m.

1. To choose all necessary Town Officers for the year ensuing.
2. To vote on the following Warrant Articles, as amended, including the proposed budget as a result of the action of the First Session.

Article # 1 Shall the Town of Deerfield raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein totaling \$4,220,967.00. Should this article be defeated, the default budget shall be \$3,918,588.00 which is the same as last year, with certain adjustments required by previous action of the Town of Deerfield or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13X and XVI, to take up the issue of the revised operating budget only.

Recommended by the Board of Selectmen 4-0-0

Recommended by the Municipal Budget Committee 9-0-0

Estimated Tax Impact Proposed Budget \$7.29

Estimated Tax Impact Default Budget \$6.77

Article # 2 To see if the Town will vote to raise and appropriate \$300,000 to provide handicap access to the second floor of the Town Hall in the form of an elevator, to be housed in an addition located at the back of the Town Hall. Construction of the elevator will result in the removal of the existing access ramp. The Heritage Commission will be putting \$10,000.00 towards the cost of the project. The Heritage Commission will actively seek grant opportunities to offset the cost of the project. This is a non-lapsing article and will not lapse until December 31, 2022.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 7-2-0

Estimated Tax Impact \$0.52

Article # 3 To see if the town will vote to establish a Police Department Building Expendable Trust Fund per RSA 31:19-a, for the purpose of having engineering and architectural plans prepared for a new Police Department building, and for dissemination of information relative to the planning and design of such building; and to raise and appropriate up to \$50,000.00 to put in the fund; further to name the Board of Selectmen as agents to expend from said fund.

Recommended by the Board of Selectmen 4-0-0

Recommended by the Municipal Budget Committee 10-0-0

Estimated Tax Impact \$0.09

Article # 4 To see if the town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000), to be placed in the previously established Fire Apparatus and Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 9-0-0

Estimated Tax Impact \$0.09

Article # 5 To see if the Town will vote to raise and appropriate the sum of \$37,132.00, which includes additional wages and required benefits, for the purpose of providing cost of living raises to Town employees in the amount of 2%.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 9-0-0

Estimated Tax Impact \$0.06

Article # 6 To see if the town will vote to establish a Fire Emergency Water Supply Expendable Trust Fund per RSA 31:19-a, for the purpose of maintenance and repair to existing water holes and cisterns with the intent to install future cisterns in needed areas should the funds exist; and to raise and appropriate \$32,000.00 to put in the fund, with this amount to come from the unassigned fund balance; further to name the Board of Selectmen as agents to expend from said fund. No amount to be raised from taxation.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 8-1-0

Article # 7 To see if the town will vote to raise and appropriate the sum of up to Twenty Five Thousand Dollars (\$25,000) to be placed in the previously established Municipal Government Buildings Infrastructure Expendable Trust Fund said funds to come from unassigned fund balance. No amount to be raised from taxation.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 9-0-0

Article # 8 To see if the town will vote to authorize the selectmen to enter into a three (3) year lease agreement in the amount of \$61,090.86 for the purpose of leasing a 2019 Chevrolet Tahoe for the Fire/Rescue Department Command Vehicle, and to raise and appropriate the sum of \$20,363.62 for the first year's payment for that purpose. The second year payment will be \$20,363.62; the third year payment will be \$20,363.62. This lease agreement contains a non-appropriation clause. (Majority vote required).

Recommended by the Board of Selectmen 4-0-0

Recommended by the Municipal Budget Committee 0-0-0

Estimated Tax Impact \$0.04

Article # 9 To see if the town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be placed in the previously established Fire Department Vehicle and Equipment Expendable Trust Fund said fund to come from unassigned fund balance. No amount to be raised from taxation.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0

Article # 10 To see if the town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in the previously established Rescue Vehicles and Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 7-2-0
Estimated Tax Impact \$0.02

Article # 11 To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to be used by Northwood Lake Watershed Association to control the Milfoil in Northwood Lake.

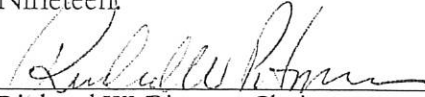
Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.01

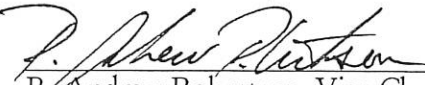
Article # 12 To see if the town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be used by the Pleasant Lake Preservation Association to increase the number of hours for trained attendants to provide courtesy boat inspection at the public access ramp on Gulf Road to prevent the introduction and spread of exotic aquatic plants, like variable milfoil and aquatic nuisance animals like zebra mussels from entering Pleasant Lake.


Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 8-0-1
Estimated Tax Impact \$0.01

Article # 13 Shall we allow the operation of Keno games within the Town of Deerfield?
(Petitioned Warrant Article)


Given our hands and seal this 14th day of January in the year of our Lord Two Thousand and Nineteen.


Richard W. Pitman, Chairman


R. Andrew Robertson, Vice Chairman


Jeffrey Shute

Frederick J. McGarry

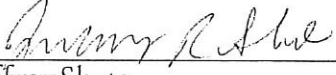

Cynthia B. McHugh

TOWN OF DEERFIELD
BOARD OF SELECTMEN

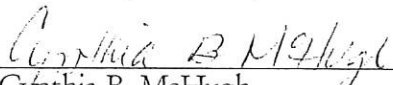
A True copy,
Attest:


Richard W. Pitman, Chairman


R. Andrew Robertson, Vice Chairman


Jeffrey Shute

Frederick J. McGarry


Cynthia B. McHugh

TOWN OF DEERFIELD
BOARD OF SELECTMEN

Town Seal





New Hampshire
Department of
Revenue Administration

2019
MS-737

Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
Highways and Streets								
4311	Administration	01	\$195,685	\$205,658	\$206,628	\$0	\$206,628	\$0
4312	Highways and Streets	01	\$710,217	\$551,934	\$555,616	\$0	\$555,616	\$0
4313	Bridges	01	\$0	\$1	\$1	\$0	\$1	\$0
4316	Street Lighting		\$400	\$400	\$0	\$0	\$0	\$0
4319	Other	01	\$0	\$0	\$400	\$0	\$400	\$0
Highways and Streets Subtotal			\$906,302	\$757,993	\$762,645	\$0	\$762,645	\$0
Sanitation								
4321	Administration	01	\$66,607	\$74,591	\$79,989	\$0	\$79,989	\$0
4323	Solid Waste Collection	01	\$29,790	\$43,344	\$51,028	\$0	\$51,028	\$0
4324	Solid Waste Disposal	01	\$237,848	\$235,101	\$246,602	\$0	\$246,602	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0	\$0	\$0
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0
Sanitation Subtotal			\$334,245	\$353,036	\$377,619	\$0	\$377,619	\$0
Water Distribution and Treatment								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
Water Distribution and Treatment Subtotal			\$0	\$0	\$0	\$0	\$0	\$0
Electric								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
Electric Subtotal			\$0	\$0	\$0	\$0	\$0	\$0



New Hampshire
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Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
Debt Service								
4711	Long Term Bonds and Notes - Principal		\$0	\$0	\$0	\$0	\$0	\$0
4721	Long Term Bonds and Notes - Interest		\$0	\$0	\$0	\$0	\$0	\$0
4723	Tax Anticipation Notes - Interest	01	\$0	\$1	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
	Debt Service Subtotal		\$0	\$1	\$1	\$0	\$1	\$0
Capital Outlay								
4901	Land		\$0	\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$0	\$0	\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0	\$0	\$0
	Capital Outlay Subtotal		\$0	\$0	\$0	\$0	\$0	\$0
Operating Transfers Out								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
	Operating Transfers Out Subtotal		\$0	\$0	\$0	\$0	\$0	\$0
Total Operating Budget Appropriations				\$4,198,538	\$32,912	\$4,220,967		\$0



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Individual Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
4150-4151	Financial Administration	05	\$37,132	\$0	\$37,132	\$0
			Purpose: Staff COLA raises			
4619	Other Conservation	12	\$2,500	\$0	\$2,500	\$0
			Purpose: Pleasant Lake Attendants			
4619	Other Conservation	11	\$8,000	\$0	\$8,000	\$0
			Purpose: Northwood Lake Milfoil			
4902	Machinery, Vehicles, and Equipment	08	\$20,364	\$0	\$20,364	\$0
			Purpose: Lease agreement for Fire/Rescue Command Vehicle			
Total Proposed Individual Articles			\$67,996	\$0	\$67,996	\$0



New Hampshire
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Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2018	Selectmen's Estimated Revenues for period ending 12/31/2019	Budget Committee's Estimated Revenues for period ending 12/31/2019
Charges for Services					
3401-3406	Income from Departments	01	\$70,905	\$68,000	\$68,000
3409	Other Charges	01	\$3,514	\$3,100	\$3,100
	Charges for Services Subtotal		\$74,419	\$71,100	\$71,100
Miscellaneous Revenues					
3501	Sale of Municipal Property		\$240	\$0	\$0
3502	Interest on Investments	01	\$14,336	\$12,000	\$12,000
3503-3509	Other	01, 02	\$16,872	\$25,000	\$25,000
	Miscellaneous Revenues Subtotal		\$31,448	\$37,000	\$37,000
Interfund Operating Transfers In					
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds		\$0	\$0	\$0
3916	From Trust and Fiduciary Funds		\$5,960	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
	Interfund Operating Transfers In Subtotal		\$5,960	\$0	\$0
Other Financing Sources					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	01, 06, 09	\$0	\$107,000	\$107,000
9999	Fund Balance to Reduce Taxes	07	\$0	\$25,000	\$25,000
	Other Financing Sources Subtotal		\$0	\$132,000	\$132,000
	Total Estimated Revenues and Credits		\$1,839,444	\$1,826,600	\$1,826,600



New Hampshire
Department of
Revenue Administration

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Supplemental Schedule

1. Total Recommended by Budget Committee	\$4,775,963
Less Exclusions:	
2. Principal: Long-Term Bonds & Notes	\$0
3. Interest: Long-Term Bonds & Notes	\$0
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions (Sum of Lines 2 through 5 above)	\$0
7. Amount Recommended, Less Exclusions (Line 1 less Line 6)	\$4,775,963
8. 10% of Amount Recommended, Less Exclusions (Line 7 x 10%)	\$477,596
Collective Bargaining Cost Items:	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
12. Bond Override (RSA 32:18-a), Amount Voted	\$0
Maximum Allowable Appropriations Voted at Meeting: (Line 1 + Line 8 + Line 11 + Line 12)	\$5,253,559



Default Budget of the Municipality
Deerfield

For the period beginning January 1, 2019 and ending December 31, 2019

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: _____

GOVERNING BODY CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature
Richard W. Pitman	Chair	
R. Andrew Robertson	Selectman	
Jeffrey Shute	Selectman	
Frederick J. McGarry	Selectman	
Cynthia B. McHugh	Selectwoman	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



**New Hampshire
Department of
Revenue Administration**

**2019
MS-DTB**

Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
General Government					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
4130-4139	Executive	\$359,161	\$0	\$0	\$359,161
4140-4149	Election, Registration, and Vital Statistics	\$11,713	\$0	\$0	\$11,713
4150-4151	Financial Administration	\$56,901	\$0	\$0	\$56,901
4152	Revaluation of Property	\$91,880	\$0	\$0	\$91,880
4153	Legal Expense	\$43,572	\$0	\$0	\$43,572
4155-4159	Personnel Administration	\$85,506	\$0	\$0	\$85,506
4191-4193	Planning and Zoning	\$47,875	\$0	\$0	\$47,875
4194	General Government Buildings	\$223,416	\$0	\$0	\$223,416
4195	Cemeteries	\$21,452	\$0	\$0	\$21,452
4196	Insurance	\$439,160	\$7,665	\$0	\$446,825
4197	Advertising and Regional Association	\$4,019	\$0	\$0	\$4,019
4199	Other General Government	\$0	\$0	\$0	\$0
General Government Subtotal		\$1,384,655	\$7,665	\$0	\$1,392,320
Public Safety					
4210-4214	Police	\$750,314	\$0	\$0	\$750,314
4215-4219	Ambulance	\$11,500	\$0	\$0	\$11,500
4220-4229	Fire	\$275,999	\$0	\$0	\$275,999
4240-4249	Building Inspection	\$50,992	\$0	\$0	\$50,992
4290-4298	Emergency Management	\$7,368	\$0	\$0	\$7,368
4299	Other (Including Communications)	\$0	\$0	\$0	\$0
Public Safety Subtotal		\$1,096,173	\$0	\$0	\$1,096,173
Airport/Aviation Center					
4301-4309	Airport Operations	\$0	\$0	\$0	\$0
Airport/Aviation Center Subtotal		\$0	\$0	\$0	\$0
Highways and Streets					
4311	Administration	\$205,658	\$0	\$0	\$205,658
4312	Highways and Streets	\$551,934	\$0	\$0	\$551,934
4313	Bridges	\$1	\$0	\$0	\$1
4316	Street Lighting	\$0	\$0	\$0	\$0
4319	Other	\$400	\$0	\$0	\$400
Highways and Streets Subtotal		\$757,993	\$0	\$0	\$757,993



New Hampshire
Department of
Revenue Administration

2019
MS-DTB

Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Sanitation					
4321	Administration	\$74,591	\$0	\$0	\$74,591
4323	Solid Waste Collection	\$43,344	\$0	\$0	\$43,344
4324	Solid Waste Disposal	\$235,101	\$0	\$0	\$235,101
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0	\$0	\$0
4329	Other Sanitation	\$0	\$0	\$0	\$0
Sanitation Subtotal		\$353,036	\$0	\$0	\$353,036
Water Distribution and Treatment					
4331	Administration	\$0	\$0	\$0	\$0
4332	Water Services	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other	\$0	\$0	\$0	\$0
Water Distribution and Treatment Subtotal		\$0	\$0	\$0	\$0
Electric					
4351-4352	Administration and Generation	\$0	\$0	\$0	\$0
4353	Purchase Costs	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0	\$0	\$0
4359	Other Electric Costs	\$0	\$0	\$0	\$0
Electric Subtotal		\$0	\$0	\$0	\$0
Health					
4411	Administration	\$0	\$0	\$0	\$0
4414	Pest Control	\$6,202	\$0	\$0	\$6,202
4415-4419	Health Agencies, Hospitals, and Other	\$34,316	\$0	\$0	\$34,316
Health Subtotal		\$40,518	\$0	\$0	\$40,518
Welfare					
4441-4442	Administration and Direct Assistance	\$69,777	\$0	\$0	\$69,777
4444	Intergovernmental Welfare Payments	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0	\$0	\$0
Welfare Subtotal		\$69,777	\$0	\$0	\$69,777
Culture and Recreation					
4520-4529	Parks and Recreation	\$97,984	\$0	\$0	\$97,984
4550-4559	Library	\$106,809	\$0	\$0	\$106,809
4583	Patriotic Purposes	\$1,200	\$0	\$0	\$1,200
4589	Other Culture and Recreation	\$0	\$0	\$0	\$0
Culture and Recreation Subtotal		\$205,993	\$0	\$0	\$205,993



New Hampshire
Department of
Revenue Administration

2019
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Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Conservation and Development					
4611-4612	Administration and Purchasing of Natural Resources	\$0	\$0	\$0	\$0
4619	Other Conservation	\$2,777	\$0	\$0	\$2,777
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
Conservation and Development Subtotal		\$2,777	\$0	\$0	\$2,777
Debt Service					
4711	Long Term Bonds and Notes - Principal	\$0	\$0	\$0	\$0
4721	Long Term Bonds and Notes - Interest	\$0	\$0	\$0	\$0
4723	Tax Anticipation Notes - Interest	\$1	\$0	\$0	\$1
4790-4799	Other Debt Service	\$0	\$0	\$0	\$0
Debt Service Subtotal		\$1	\$0	\$0	\$1
Capital Outlay					
4901	Land	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$0	\$0	\$0	\$0
4903	Buildings	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	\$0	\$0	\$0	\$0
Capital Outlay Subtotal		\$0	\$0	\$0	\$0
Operating Transfers Out					
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0	\$0	\$0
Operating Transfers Out Subtotal		\$0	\$0	\$0	\$0
Total Operating Budget Appropriations		\$3,910,923	\$7,665	\$0	\$3,918,588



New Hampshire
Department of
Revenue Administration

2019
MS-DTB

Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
4196	Increase in premium



Town of Deerfield

Town Deliberative Session Minutes

February 2, 2019

Location

Deerfield Town Hall, 10 Church Street, Deerfield, New Hampshire 03037.

Call to Order

Meeting called to order at 9:00 am by the Moderator Dan Holdridge.

Pledge of Allegiance

Moderator asked all to rise. The Boy Scouts led the Pledge of Allegiance.

Board of Selectmen Present

Richard Pitman, Chairman, Andy Robertson, Vice Chairman, Jeffrey Shute, Frederick J. McGarry, Cindy McHugh.

Others Present

Dan Holdridge, Moderator, Erik K. Gross, Assistant Moderator, Jack Hutchinson, Assistant Moderator, Kelly Roberts, Certified Town Clerk / Tax Collector, Kim Crotty, Deputy Town Clerk / Tax Collector, John Harrington, Jr., Town Administrator, Rita Donaldson, Finance Department, Gary Duquette, Chief of Police, Matt Fisher, Fire Chief, Ray Ellis, Building Manager, Joanna Waring, Supervisor of the Checklist, Frances Maureen Quin, Supervisor of the Checklist, Christina Pretorius, Supervisor of the Checklist, Bob Molloy of Molloy Sound, Deerfield Women's Club, providing food and refreshments.

Women's Club

Lynn Garland presented former Moderator Jack Hutchinson with an apron for all the years he baked bread at elections and deliberative sessions. He received a round of applause for all his years of service.

Rules of Meeting

Purpose, Rules, & Decorum

Ladies and gentlemen, this is the Deliberative Session of the Deerfield Town Meeting. You will act as a legislative body to determine the final form of the Warrant Articles that will be voted on at the March 12th Election. All the Articles, by law, MUST be placed on the ballot.

Each member who wishes to vote in this meeting should have checked in with the Supervisors of the Checklist, and should have received a voting card and a sheet of Yes/No Ballots (show items). If you are a registered voter and have not checked in, please do so now.

Are there any individuals present who are not registered voters of the Town of Deerfield? Though you are not permitted to vote, by Deerfield tradition you are permitted to participate in the debate.

The rules for this meeting are as follows, and are updated as of 2019:

Our meeting today is "for the transaction of all business other than voting by official ballot." The first session "shall consist of explanation, discussion, and debate of each warrant article." Since Deerfield operates via Senate Bill #2 Town Meeting, all warrant articles, amended or if not amended, will automatically be placed on the ballot. There is no need for motions to place articles on the ballots, unless they are amended.

Our business today is to consider each warrant article and, within the limits of the law, determine the details of those articles to be voted by official ballot at the March 12th second session. Amendments to articles are in order and will be voted at this meeting. However, at the conclusion of our deliberation on each article, we will not vote on passage of the warrant article. Instead, the chair will instruct the Town Clerk to place the article on the official ballot.

New this year, to assist us with the understanding of the warrant articles being discussed, we have two transparency projectors set up. The first projector will have the original ballot on the screen to my right, for ease of following along. The second projector will be operated by our Deputy Town Clerk Kim Crotty and will highlight the warrant article via proposed amendments, so everyone can see what is being proposed in front of them. In the event you want to make a motion for an amendment, please be sure to write down the amendment information, and once acknowledged by the chair, kindly bring the written amendment information to Mrs. Crotty to place up on the screen. Our goals are for our legislative body here this morning to be efficiently on the same page with all information as discussed.

The chair will read each article, then recognize a representative of the warrant article author to speak. Then the floor will be open to all. If you wish to address the meeting, please approach one of the microphones. The chair will recognize members at the microphones in turn.

When it is your turn to speak, please step up to the microphone and speak directly into it. Please state your full name and street address. The microphone is voice activated, and your remarks are recorded so that the clerk may make an accurate record of this meeting.

All remarks must be confined to the merits of the pending question, or to questions of order or privilege, and all remarks must be addressed to the chair. When recognized, please state your name and address to begin addressing the chair. Each speaker, if not the author of a warrant article who is presenting the article's information, will be allowed three minutes to express his or her views. You may speak as many times as you wish, but all members who wish to speak will have a first turn before any has a second turn. The overriding principle in all cases is fairness.

A speaker may address the current pending question or they may move to close debate, but may not do so in the same turn. This means that if a speaker argues for or against a motion, he may not then conclude their remarks with "and I move the previous question." We adopted this rule many years ago, and with the support of the assembly, will follow it in this meeting.

A secret ballot, per RSA 40:4-a, must be conducted when requested by five members in writing prior to a hand vote. Such request must be for a specific vote, not for "all votes in this meeting" or "all amendments to this article." The five members must be present and stand when called to verify they are in attendance. The secret ballot provision exists to offer secrecy, and is not intended to be used as a tactic of delay. If you wish to request a secret ballot, please approach a microphone, and when recognized, make the request. Then pass the written request to the moderator.

Otherwise, votes will be by a show of voting cards. If the Chair cannot judge a clear majority, he will move to a Division. Likewise, if a member is not satisfied that the result announced by the Chair is correct, they should request a Division. Division will be a count of the raised hands.

Seven members who question any non-ballot vote immediately after it is announced, may request a written ballot vote. If the margin of a vote by Division is narrow, the moderator may also move to a ballot vote.

Five voters may request a recount of a written ballot vote, "providing that the vote margin is not more than 10% of the total votes cast". In this case, "the recount shall take place immediately following the public announcement" of that vote, per RSA 40:4-a.

If there is something you wish to accomplish here but you are uncertain how to proceed, please ask. You can do that at any time during the meeting at one of the microphones, or you can approach any of us during a recess. Similarly, if during the meeting, something is not clear to you, please rise to a point of inquiry – using the microphone and addressing the Chair, then ask for an explanation.

As a legislature, we will be discussing the Warrant Articles before us. Those discussions will be respectful of everyone's opinion. We do not cheer nor applaud when someone says something

you agree with, and we do not boo nor groan when we disagree with what is said. Please be respectful of all comments and opinions as you would want yours to be respected. To keep personalities out of the debate, please use terms such as "the previous speaker", the selectman, or the Budget Committee Member. All questions and comments are to be directed to the Moderator. There is no requirement that anyone must yield to answer a question poised to them.

Finally, the role of the moderator is to fairly organize and regulate the meeting according to rules agreeable to the Legislative Body in attendance. Rulings of the moderator are subject to appeal by any member. An appeal must be made immediately following the ruling. A second is required. The ruling and the appeal will be explained to the Legislative Body. Then the members will vote either to sustain or to reverse the ruling.

We will be taking a few breaks after lengthy articles. Refreshments are for sale by the Deerfield Woman's Club and Girl Scout Cookie sales are also available in the back of our room. Also, this meeting is being recorded for viewing at a later date to be posted on the Town web site.

Warrant

FIRST SESSION:

To the inhabitants of the Town of Deerfield, in the County of Rockingham, in said State qualified to vote in Town Affairs:

You are hereby notified to meet at the Town Hall, 10 Church Street, on Saturday, the 2nd day of February 2019 at 9:00 a.m. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered One (1) through Thirteen (13). The Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

SECOND SESSION:

The final ballot vote for warrant articles will take place at the Town Hall, 10 Church Street on Tuesday, March 12, 2019. The polls will be open from 7:00 a.m. until 7:00 p.m.

1. To choose all necessary Town Officers for the year ensuing.
2. To vote on the following Warrant Articles, as amended, including the proposed budget as a result of the action of the First Session.

Article # 1

Shall the Town of Deerfield raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the

amounts set forth on the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein totaling \$4,220,967.00. Should this article be defeated, the default budget shall be \$3,918,588.00 which is the same as last year, with certain adjustments required by previous action of the Town of Deerfield or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13X and XVI, to take up the issue of the revised operating budget only.

Recommended by the Board of Selectmen 4-0-0

Recommended by the Municipal Budget Committee 9-0-0

Estimated Tax Impact Proposed Budget \$7.29

Estimated Tax Impact Default Budget \$6.77

Andrea Hotaling, Chairperson of the Municipal Budget Committee, gave a detailed explanation of the proposed budget. She went over the major increases within the budget. She stated that the 2018 default budget was \$3,910,923.00. The Municipal Budget Committee's proposed 2019 budget is \$4,220,967.00. This is an increase of \$310,044.00. She stated that the increase represents a 7.93% increase over last years approved default budget. She noted that the default budget was significantly lower than what the recommended budget was. She said that one may want to think of this year's budget as a two-year increase, as opposed to a one-year increase. She reviewed some of the bigger increases in the 2019 proposed budget as follows:

- ✓ Financial Administration is up over \$12,000.00, the bulk of this increase is for the IT Department to replace old computers and software that are no longer supported;
- ✓ Personnel Administration is up over \$10,000.00 because of an increase in FICA and Medicare premiums on an increased payroll;
- ✓ Building Inspection is being increased over \$12,817.00 to add a part-time employee;
- ✓ Emergency Management is up significantly, however, part of this increase is a \$23,000.00 grant appropriation for which there would be off-setting revenue;
- ✓ Sanitation (Transfer Station) is up over \$25,000.00 to reflect full staffing and repairs to some loaders, and two new significantly expensive tires;
- ✓ The Police budget is up over \$70,000.00 which reflects full staffing and the increased retirement benefits;
- ✓ The largest increase in the budget is found under Government Buildings at approximately \$116,000.00. This includes a new roof for the George B. White Building on sections 2 & 3 at about \$58,000.00. There is paving and striping that needs to be done at the GBW Building parking lot, painting of two sides of the Town Hall on Church St needs to be done, and oil and heating costs have gone up.
- ✓ Veasey Park budget is up about \$10,000.00 to accomplish getting full staffing. The Town has had trouble getting and keeping lifeguards.
- ✓ The Philbrick-James Library is up \$37,000.00 for staffing needs and safety code violations.

Andrea Hotaling also mentioned as a point of interest that the Insurance line is down significantly from the previous budget by approximately \$54,000.00.

Moderator opened the floor to amendments and discussion.

Selectman Andy Robertson spoke in favor of the proposed budget. He also went on to explain the "Three Finger Rule" that DRA uses to help explain spending and impacts. If you take three fingers and cover the last three digits of the Town's total local assessed property value, that is the amount it takes to raise taxes by \$1.00.

- ✓ Deerfield Valuation: 579 Million
- ✓ Dollar increase on the tax rate: 579 Thousand in spending

Amendment # 1 on Warrant Article # 1

James Spillane of Swamp Road, made the following amendment to the Budget, that was seconded by Kevin Verville, and stated as follows:

"Move \$1.00 from the 01.4220.04.110 Fire Department Full Time line to the 01.4220.04.111 Fire Department Part Time line."

Amendment Discussion:

James Spillane stated that it is his belief that the only reason why a dollar was put in this line is to hire full-time Fire Department staff in the coming year. He wants to move the dollar back into the part-time line to prevent this from happening. He is not comfortable with an open line where money could be moved to. He feels that the decision of a full-time Fire Department should go before the voters.

Zach Langlois from the Municipal Budget Committee stated that he opened that line through the budget committee process. He stated that his biggest reason was for public safety. He feels that if the situation did arise where a full-time position was imminently needed, the Board of Selectmen would have the ability to move the money if necessary. By not keeping the line open, this prohibits the Board of Selectmen from responding appropriately to a public safety crisis.

Kevin Verville stated that it was his understanding the neither the Selectboard nor the Fire Chief added this line, and that it was done by the Municipal Budget Committee.

Moderator Called for a Vote on Amendment:

The nays have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

Amendment # 2 on Warrant Article # 1

Kevin Verville made the following amendment to the Budget, that was seconded by Phil Bilodeau, and stated as follows:

"Increase Line 01.4312.03.735 RR Hop Top / Grinding by \$100,000.00 to \$357,000.00"

Amendment Discussion:

Kevin Verville of McCarron Road, stated that this is a motion he has put forth for the past four years. He stated it was his opinion, and the opinion of those who reach out to him, that we are not keeping up with our road maintenance.

Mark Young, Highway Agent, spoke against this amendment, nor did he agree with what was said. He has been working on gravel roads and other areas that need attention, and is always thinking about the "big picture."

Moderator Called for a Vote on Amendment:

The nays have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

Harriet Cady of Old Centre Road, thinks that the Transfer Station employees' wages should start at \$18.00 per hour.

Andrea Hotaling, from the Municipal Budget Committee, stated that the default budget is up \$7,000 for worker's compensation costs.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 2

To see if the Town will vote to raise and appropriate \$300,000 to provide handicap access to the second floor of the Town Hall in the form of an elevator, to be housed in an addition located at the back of the Town Hall. Construction of the elevator will result in the removal of the existing access ramp. The Heritage Commission will be putting \$10,000.00 towards the cost of the project. The Heritage Commission will actively seek grant opportunities to offset the cost of the project. This is a non-lapsing article and will not lapse until December 31, 2022.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 7-2-0
Estimated Tax Impact \$0.52

Fran Menard, a member of the Heritage Commission, spoke on behalf of this warrant article. She stated that the Heritage Commission and Board of Selectmen have been involved with this effort since 2003. In 2003 the State Fire Marshall closed the upstairs access unless safety concerns were addressed. In 2006 the Board of Selectmen and Heritage Commission held a public meeting, and subsequently a \$200,000.00 warrant article passed. However, that money

was not spent on the elevator, rather it was spent on the sprinkler system and safety concerns that the Fire Marshall noted.

Selectman Andy Robertson, spoke in favor of the article that would provide access to the 2nd floor of the Town Hall. He stated that the upstairs has been beautifully restored. He stated that the building is not ADA compliant.

Kevin Verville of McCarron Road, suggested that if this article does not pass, the Town should set up a trust fund to help raise money for it.

Michael Mulcahy of Corey Road, stated that it may be wise to consider the cost of potential litigation over the cost of the elevator.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN

Article # 3

To see if the town will vote to establish a Police Department Building Expendable Trust Fund per RSA 31:19-a, for the purpose of having engineering and architectural plans prepared for a new Police Department building, and for dissemination of information relative to the planning and design of such building; and to raise and appropriate up to \$50,000.00 to put in the fund; further to name the Board of Selectmen as agents to expend from said fund.

Recommended by the Board of Selectmen 4-0-0

Recommended by the Municipal Budget Committee 10-0-0

Estimated Tax Impact \$0.09

Selectman Andy Robertson spoke in favor of the warrant article. He stated that the current Police Department facility located at the George B. White Building is woefully inadequate. He gave a brief history, highlighted as follows:

- ✓ Currently there are 8 officers sharing a space less than 1200 square feet;
- ✓ Significant security issues exist for both the staff and the public;
- ✓ There are considerable privacy issues, as you can hear what is going on in the Police Department from the hallway.

Selectman Andy Robertson further explained that the Board of Selectmen appointed a Police Department Building Committee to consider the pros and cons of renovating their current space, or, to build a new facility. The Committee consisted of: Andy Robertson, Police Chief Gary Duquette, Bradley Briggs, Jeanne Menard, Zach Langlois, Kelle Loughlin, Gary O'Connell, and Tom Buffington. The Committee met several times and visited several Town owned properties to establish the best location for the new facility. The Committee determined the best outcome would be as follows:

- ✓ To build a new police department separate from other town buildings;

- ✓ To build the new police department on the town-owned land directly across the street from the George B. White Building. There is approximately 9.3 acres of moderate to mild topography. The land has frontage on both Raymond and Candia Roads;
- ✓ The Committee met with the civil engineering firm Keach-Nordstrom Associates, who felt confident that there is room to put a single or double story building on that lot, with leftover space for further development;
- ✓ Keach-Nordstrom Associates noted that the Town's Park and Ride could be corrected at a minimal cost during the course of construction;
- ✓ The Committee wants to wait to put forth a warrant article for the building facility itself until they have completed all of their research. The money they are requesting now is for architectural design and planning.

Jim Deely of Ridge Road, asked that the Board of Selectmen be mindful of the design of the new police department, as its location is on the edge of a national historic district.

Erick Berglund of Nottingham Road, asked if this warrant article would go out for bid, of which Selectman Andy Robertson explained that yes, indeed it would.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 4

To see if the town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000), to be placed in the previously established Fire Apparatus and Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.09

Fire Chief Matt Fisher spoke in favor of this article. He explained that this will help pay for future expenditures to replace expensive apparatus and/or large ticket equipment purchases.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 5

To see if the Town will vote to raise and appropriate the sum of \$37,132.00, which includes additional wages and required benefits, for the purpose of providing cost of living raises to Town employees in the amount of 2%.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.06

Selectman Andy Robertson spoke in favor of this article. He felt 2% was well within the range of an appropriate cost of living increase for the town employees. There was a scattering of support for this article from several people present.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 6

To see if the town will vote to establish a Fire Emergency Water Supply Expendable Trust Fund per RSA 31:19-a, for the purpose of maintenance and repair to existing water holes and cisterns with the intent to install future cisterns in needed areas should the funds exist; and to raise and appropriate \$32,000.00 to put in the fund, with this amount to come from the unassigned fund balance; further to name the Board of Selectmen as agents to expend from said fund. No amount to be raised from taxation.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 8-1-0

Fire Chief Matt Fisher spoke in favor of this article. He explained that this will help upgrade current waterholes and install new cisterns.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 7

To see if the town will vote to raise and appropriate the sum of up to Twenty Five Thousand Dollars (\$25,000) to be placed in the previously established Municipal Government Buildings Infrastructure Expendable Trust Fund said funds to come from unassigned fund balance. No amount to be raised from taxation.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 9-0-0

Selectman Andy Robertson spoke in favor of this warrant article. This fund helps pay for unanticipated repairs and expenses that occur due to maintaining large/old town buildings. Examples from the past include: roof leaking, sump pumps backing up causing flooding and damage, and replacing a furnace, etc.

John Nelson of Old Centre Rd, asked what the current balance of the fund is? Town Administrator John Harrington, Jr. answered that the current balance is \$77,488.04.

Erick Berglund of Nottingham Road, asked how much was actually spent in 2018? Town Administrator John Harrington, Jr. answered \$35,376.00. Mr. Berglund suggested that the money being raised in this warrant article would be better spent elsewhere.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 8

To see if the town will vote to authorize the selectmen to enter into a three (3) year lease agreement in the amount of \$61,090.86 for the purpose of leasing a 2019 Chevrolet Tahoe for the Fire/Rescue Department Command Vehicle, and to raise and appropriate the sum of \$20,363.62 for the first year's payment for that purpose. The second year payment will be \$20,363.62; the third year payment will be \$20,363.62. This lease agreement contains a non-appropriation clause. (Majority vote required).

Recommended by the Board of Selectmen 4-0-0
Recommended by the Municipal Budget Committee 0-0-0
Estimated Tax Impact \$0.04

Matt Fisher spoke in favor of the warrant article. The current Tahoe was purchased back in 2004, and has over 162,000 miles on it. In 2018 the Town spent over \$4,500.00 in maintenance. At one point the brakes failed when the vehicle was being used responding to an emergency call. It was also noted in the vehicle's State Inspection that there was rot on the vehicle.

Amendment # 1 on Warrant Article # 8

Fire Chief Matt Fisher made the following amendment to change the wording for the first year's funding, that was seconded by James Spillane, and was stated as follows:

"To see if the town will vote to authorize the selectmen to enter into a three (3) year lease agreement in the amount of \$61,090.86 for the purpose of leasing a 2019 Chevrolet Tahoe for the Fire/Rescue Department Command Vehicle, and to withdraw \$20,363.62 from the previously established Fire Apparatus and Equipment Capital Reserve Fund for the first year's payment for that purpose. The second year payment will be \$20,363.62; the third year payment will be \$20,363.62. This lease agreement contains a non-appropriation clause. (Majority vote required)."

Amendment Discussion:

Kevin Verville of McCarron Road, thanked the Fire Chief for making this amendment, and spoke in favor of it.

James Spillane of Swamp Road, stated that because the warrant article spells out the dollar amounts for each year, that this would be able to be placed into a default budget.

Fire Chief Matt Fisher stated that there will be a \$1.00 buy-out option at the end of the lease contract.

Moderator Called for a Vote on Amendment:

The ayes have it, the amendment overwhelmingly passes.

BACK TO MAIN ARTICLE: No discussion.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS AMENDED.

Article # 9

To see if the town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be placed in the previously established Fire Department Vehicle and Equipment Expendable Trust Fund said fund to come from unassigned fund balance. No amount to be raised from taxation.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0

Fire Chief Matt Fisher spoke in favor of this article. This fund was established in the past to cover any significant and unexpected repair costs for the Fire Department's apparatus. In the past it was used to pay for pump repairs, motor work done on the 2006 F550, and repair work done to the Tahoe. Currently there is approximately \$23,147.37 in the account. He would like to see the fund balance around \$50,000.00 to cover any significant repairs that may arise unexpectedly. The Fire Department has very expensive equipment, so the costs of repairs can be expensive. By adding the \$20,000.00 to this fund helps keeps the Department's equipment in working and operational order.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 10

To see if the town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in the previously established Rescue Vehicles and Equipment Capital Reserve Fund.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 7-2-0
Estimated Tax Impact \$0.02

Selectwoman Cindy McHugh spoke in favor of this article. She stated that this fund was set up to replace a rescue vehicle and to fund high-priced items. This fund helped purchase the LifePak 15 and the LUCAS machines. She stated that this fund will help pay for a new van when the time comes to replace it.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 11

To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to be used by Northwood Lake Watershed Association to control the Milfoil in Northwood Lake.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.01

Selectman Andy Robertson spoke in favor of this article. He stated that the Town has about 65 properties on Northwood lake which brings in approximately \$357,000.00 in tax revenue. He stated that aquatic invasive species can affect property values. He stated that it is in the Town's best interest to help keep Northwood Lake as clean and clear as possible.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 12

To see if the town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be used by the Pleasant Lake Preservation Association to increase the number of hours for trained attendants to provide courtesy boat inspection at the public access ramp on Gulf Road to prevent the introduction and spread of exotic aquatic plants, like variable milfoil and aquatic nuisance animals like zebra mussels from entering Pleasant Lake.

*Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 8-0-1
Estimated Tax Impact \$0.01*

John Duffy of North Road who is also a member of the Pleasant Lake Preservation Association, spoke in favor of this article. He stated that Northwood Lake does have invasive species, and it is already costing the Town of Deerfield \$8,000.00 a year to help control it. Presently, Pleasant Lake does not have milfoil in it. The \$2,500.00 being sought in this warrant article will help prevent this effort. He stated that the Association will be getting \$2,500.00 from the Town of Northwood, and the approximately \$2,500.00 from the State of New Hampshire through a Department of Environmental Services grant. He stated that the Association will also be contributing to this fund. This money goes towards Lake Hosts who inspect boats going into the lake for invasive species, such as milfoil. This also helps educate boat owners about the consequences of bringing these invasive species into the lake.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Article # 13

Shall we allow the operation of Keno games within the Town of Deerfield?
(Petitioned Warrant Article)

Courtney Torre from the Lazy Lion spoke in favor of this warrant article.

Jeanne Menard of Mountain Road asked what the benefit would be for Deerfield to allow Keno? Courtney Torre stated that Keno helps fund full day kindergarten in New Hampshire. The more towns that participate, the more funding will go towards that.

Maureen Mann of Stage Road asked the Petitioner to explain where the game would be allowed to be played in Deerfield, and to also explain how much of the income would go

towards kindergarten funding? Mrs. Torre could not speak to exactly what amount would go towards the kindergarten fund. The KENO game could be in any establishment that applies and has a valid liquor license. She stated that currently The Lazy Lion is the only location in town with a valid liquor license. She stated that applicants have to pass a background check, and go through several steps prior to State approval.

Moderator Dan Holdridge stated that he had done some prior research on KENO, and would like to read the following excerpt from a NH Municipal Association publication:

“Question: How does the new law regarding keno and kindergarten affect municipalities?”

Answer: From a municipal perspective, the new law does two things: (1) It provides funding to school districts for full-day kindergarten, with the intent that the funding will eventually (but not immediately) come from the proceeds from keno operations in the state. (2) It allows each municipality to vote on whether to allow the operation of keno within the municipality.

Question: How does the kindergarten funding work, and what is the connection with keno?

Answer: Under existing law, state adequate education grants to school districts are based on the “average daily membership in attendance” in each district—essentially, the number of full-time students. The basic grant is \$3,561 per student, subject to certain adjustments. Kindergarten students are counted as “½ day attendance,” even if they attend for a full day. In other words, adequate education grants are provided only for half-day kindergarten—a little under \$1,800 per student. Under SB 191, for fiscal year 2019 only, the state will distribute an additional \$1,100 (for a total of about \$2,900) for each student attending a full-day kindergarten program. These distributions do not depend on keno revenue. For fiscal year 2020 and later years, the state will instead distribute an additional one-half share (approximately \$1,800) so that districts are receiving the full grant of \$3,561 for full-day kindergarten students. However, that amount is to be funded by keno proceeds, which will be paid (after certain deductions) into the state’s education trust fund. If the amount of revenue raised through keno is less than enough to fund these additional grants, the grants will be reduced proportionally, but not below \$1,100 per student. Thus, districts will receive a minimum of \$1,100 and a maximum of (roughly) \$1,800 per full-time student, depending the amount of keno revenue.” The full article can be found at: <https://www.nhmunicipal.org/Resources/ViewDocument/882>

There was a scattering of discussion that followed.

Moderator Dan Holdridge instructed the Clerk to place the article on the ballot AS WRITTEN.

Moderator made a motion to adjourn, that was seconded by Selectman Jeffrey Shute. Motion passed and meeting adjourned at 11:30 am.

Minutes transcribed and respectfully submitted by,

Kelly Roberts



Kelly Roberts, Certified Town Clerk/Tax Collector





Town of Deerfield Town/School Election March 12, 2019

Location

Deerfield Town Hall, 10 Church Street, Deerfield, New Hampshire 03037.

Call to Order by Town Moderator

Moderator Dan Holdridge began with his opening remarks at 6:55 am.

Pledge of Allegiance

Moderator asked all to rise for the Pledge of Allegiance.

Warrant

Moderator read the Warrant and declared the Polls open at 7:00 am.

Board of Selectmen Present

Richard Pitman; Fredrick McGarry; Jeffrey Shute; Cindy McHugh; Andy Robertson.

Gatekeeper

Gary Duquette, Police Chief

Others Present

Kelly Roberts, Town Clerk; Kim Crotty, Deputy Town Clerk; Joanna Waring, Supervisor of Checklist; Frances Maureen Quinn, Supervisor of the Checklist; Christina Pretorius, Supervisor of Checklist; Barbara Daley, Ballot Clerk; Anne Crown, Ballot Clerk; Cherie Sanborn, Ballot Clerk; Cindy Tomilson, Ballot Clerk; Kathleen Berglund, Ballot Clerk; the Deerfield Women's Club sold food, desserts, and refreshments.

Absentee Ballots

At 1:00pm the Moderator and Deputy Town Clerk began processing absentee ballots.

Deputy Clerk Kim Crotty went to the Post Office at 5:00 pm to see if any additional absentee ballots had been returned. There were none.


Polls Close

Moderator declared the Polls closed at 7:00 pm.

Continue to next page for results.

Results

SAMPLE BALLOT

		OFFICIAL BALLOT ANNUAL TOWN ELECTION DEERFIELD, NEW HAMPSHIRE MARCH 12, 2019		BALLOT 1 OF 2
INSTRUCTIONS TO VOTERS A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: <input checked="" type="radio"/> B. Follow directions as to the number of candidates to be marked for each office. C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.				
BOARD OF SELECTMEN Three Year Term Vote for not more than Three FREDERICK McGARRY 495 <input checked="" type="radio"/> RICHARD PITMAN 563 <input checked="" type="radio"/> HERMAN PRETORIUS 107 <input checked="" type="radio"/> MATT BOURQUE 217 <input checked="" type="radio"/> ALDEN DILL 353 <input checked="" type="radio"/> MICHAEL DUMONT 144 <input checked="" type="radio"/> (Write-in) <input type="radio"/> (Write-in) <input type="radio"/>		CEMETERY TRUSTEES Three Year Term Vote for not more than Three RICK DRUCKENMILLER 745 <input checked="" type="radio"/> TINA ST. PETER 743 <input checked="" type="radio"/> DANA VAN DER BIJL 715 <input checked="" type="radio"/> (Write-in) <input type="radio"/> (Write-in) <input type="radio"/> (Write-in) <input type="radio"/>		PLANNING BOARD One Year Term Vote for not more than One Bill Perron 75 <input checked="" type="radio"/> Bob Cote 152 <input checked="" type="radio"/>
TRUSTEE OF TRUST FUNDS Three Year Term Vote for not more than One JOANNA WARING 856 <input checked="" type="radio"/> (Write-in) <input type="radio"/>		WATER COMMISSIONER Three Year Term Vote for not more than One RYAN STENGER 796 <input checked="" type="radio"/> (Write-in) <input type="radio"/>		MUNICIPAL BUDGET COMMITTEE Three Year Term Vote for not more than Three JAMES SPILLANE 452 <input checked="" type="radio"/> WILLIAM VON HASSEL 477 <input checked="" type="radio"/> BRADLEY BRIGGS 674 <input checked="" type="radio"/> TERRY ROY 497 <input checked="" type="radio"/> (Write-in) <input type="radio"/> (Write-in) <input type="radio"/>
TRUSTEE OF PHILBRICK-JAMES LIBRARY Three Year Term Vote for not more than Three JANE MILLER 769 <input checked="" type="radio"/> EMILY OXNARD 794 <input checked="" type="radio"/> SADIE K. REED STIMMELL 682 <input checked="" type="radio"/> (Write-in) <input type="radio"/> (Write-in) <input type="radio"/> (Write-in) <input type="radio"/>		SUPERVISOR OF CHECKLIST One Year Term Vote for not more than One FRANCES "MAUREEN" QUINN 802 <input checked="" type="radio"/> (Write-in) <input type="radio"/>		MUNICIPAL BUDGET COMMITTEE Two Year Term Vote for not more than One BONNIE BEAUBIEN 703 <input checked="" type="radio"/> HARRIET E. CADY 288 <input checked="" type="radio"/> (Write-in) <input type="radio"/>
PLANNING BOARD Three Year Term Vote for not more than One PETER J. SCHIBBELHUTE SR. 794 <input checked="" type="radio"/> Perron 15 <input checked="" type="radio"/> Cote 5 <input checked="" type="radio"/>		PLANNING BOARD Two Year Term Vote for not more than One HARRIET E. CADY 408 <input checked="" type="radio"/> Bill Perron 260 <input checked="" type="radio"/>		
ARTICLES Article #1 Shall the Town of Deerfield raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein totaling \$4,220,967.00. Should this article be defeated, the default budget shall be \$3,918,588.00 which is the same as last year, with certain adjustments required by previous action of the Town of Deerfield or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13X and XVI, to take up the issue of the revised operating budget only.				
YES <input checked="" type="radio"/> 444 NO <input checked="" type="radio"/> 521				
Recommended by the Board of Selectmen 4-0-0 Recommended by the Municipal Budget Committee 9-0-0 Estimated Tax Impact Proposed Budget \$7.29 Estimated Tax Impact Default Budget \$6.77				
TURN BALLOT OVER AND CONTINUE VOTING				

A true
Copy att-est
Kelly A. Robit
3/12/19

SAMPLE BALLOT

ARTICLES CONTINUED

Article # 2 To see if the Town will vote to raise and appropriate \$300,000 to provide handicap access to the second floor of the Town Hall in the form of an elevator, to be housed in an addition located at the back of the Town Hall. Construction of the elevator will result in the removal of the existing access ramp. The Heritage Commission will be putting \$10,000.00 towards the cost of the project. The Heritage Commission will actively seek grant opportunities to offset the cost of the project. This is a non-lapsing article and will not lapse until December 31, 2022.

YES ☐ NO ☒

391
703

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 7-2-0
Estimated Tax Impact \$0.52

Article # 3 To see if the town will vote to establish a Police Department Building Expendable Trust Fund per RSA 31:19-a, for the purpose of having engineering and architectural plans prepared for a new Police Department building, and for dissemination of information relative to the planning and design of such building; and to raise and appropriate up to \$50,000.00 to put in the fund; further to name the Board of Selectmen as agents to expend from said fund.

YES ☐ NO ☒

538
554

Recommended by the Board of Selectmen 4-0-0
Recommended by the Municipal Budget Committee 10-0-0
Estimated Tax Impact \$0.09

Article # 4 To see if the town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000), to be placed in the previously established Fire Apparatus and Equipment Capital Reserve Fund.

YES ☒ NO ☐

656
394

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.09

Article # 5 To see if the Town will vote to raise and appropriate the sum of \$37,132.00, which includes additional wages and required benefits, for the purpose of providing cost of living raises to Town employees in the amount of 2%.

YES ☒ NO ☐

790
303

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.06

Article # 6 To see if the town will vote to establish a Fire Emergency Water Supply Expendable Trust Fund per RSA 31:19-a, for the purpose of maintenance and repair to existing water holes and cisterns with the intent to install future cisterns in needed areas should the funds exist; and to raise and appropriate \$32,000.00 to put in the fund, with this amount to come from the unassigned fund balance; further to name the Board of Selectmen as agents to expend from said fund. No amount to be raised from taxation.

YES ☒ NO ☐

768
321

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 6-1-0

Article # 7 To see if the town will vote to raise and appropriate the sum of up to Twenty Five Thousand Dollars (\$25,000) to be placed in the previously established Municipal Government Buildings Infrastructure Expendable Trust Fund said funds to come from unassigned fund balance. No amount to be raised from taxation.

YES ☒ NO ☐

778
313

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 5-0-0

Article # 8 As Amended on Saturday, February 2, 2019 - To see if the town will vote to authorize the selectmen to enter into a three (3) year lease agreement in the amount of \$61,090.86 for the purpose of leasing a 2019 Chevrolet Tahoe for the Fire/Rescue Department Command Vehicle, and to withdraw \$20,363.62 from the previously established Fire Apparatus and Equipment Capital Reserve Fund for the first year's payment for that purpose. The second year payment will be \$20,363.62, the third year payment will be \$20,363.62. This lease agreement contains a non-appropriation clause. (Majority vote required).

YES ☐ NO ☒

534
549

Recommended by the Board of Selectmen 4-0-0
Recommended by the Municipal Budget Committee 0-0-0
Estimated Tax Impact \$0.04

Article # 9 To see if the town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be placed in the previously established Fire Department Vehicle and Equipment Expendable Trust Fund said fund to come from unassigned fund balance. No amount to be raised from taxation.

YES ☒ NO ☐

806
289

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0

GO TO NEXT BALLOT AND CONTINUE VOTING

At true copy
Attest
Kelly A. Roberts
3/12/19

SAMPLE BALLOT



OFFICIAL BALLOT
ANNUAL TOWN ELECTION
DEERFIELD, NEW HAMPSHIRE
MARCH 12, 2019

BALLOT 2 OF 2

Kelly A. Roberts
TOWN CLERK

ARTICLES CONTINUED

Article # 10 To see if the town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in the previously established Rescue Vehicles and Equipment Capital Reserve Fund

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 7-2-0
Estimated Tax Impact \$0.02

YES ☒

NO ☐

742

360

Article # 11 To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to be used by Northwood Lake Watershed Association to control the milfoil in Northwood Lake.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.01

YES ☒

NO ☐

752

352

Article # 12 To see if the town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be used by the Pleasant Lake Preservation Association to increase the number of hours for trained attendants to provide courtesy boat inspection at the public access ramp on Gulf Road to prevent the introduction and spread of exotic aquatic plants, like variable milfoil and aquatic nuisance animals like zebra mussels from entering Pleasant Lake.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 8-0-1
Estimated Tax Impact \$0.01

YES ☒

NO ☐

831

277

Article # 13 Shall we allow the operation of Keno games within the Town of Deerfield?
(Pellicaned Warrant Article)

YES ☐

NO ☒

478

585

YOU HAVE NOW COMPLETED VOTING THIS BALLOT

A true copy
Attest
Kelly A. Roberts

SAMPLE BALLOT



OFFICIAL BALLOT ANNUAL SCHOOL DISTRICT ELECTION DEERFIELD, NEW HAMPSHIRE MARCH 12, 2019

John L. O'Brien
SCHOOL DISTRICT CLERK

INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ☒
B. Follow directions as to the number of candidates to be marked for each office.
C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

SCHOOL BOARD

Two Year Term ☐ Vote for not more than One (1) ☐

HARRIET E. CADY 232 ☒

GEORGIANNE "GIGI" KLIPA ☒

LEILA THOMPSON 15b ☒

(Write-in)

SCHOOL BOARD

Three Year Term ☐ Vote for not more than One (1) ☐

NATE OXNARD 65b ☒

KEVIN VERVILLE 372 ☒

(Write-in)

MODERATOR

One Year Term ☐ Vote for not more than One (1) ☐

ERIK GROSS 669 ☒

(Write-in)

TREASURER

One Year Term ☐ Vote for not more than One (1) ☐

JUDITH LYNN MARSHALL 864 ☒

(Write-in)

SCHOOL DISTRICT CLERK

One Year Term ☐ Vote for not more than One (1) ☐

JULIE A. O'BRIEN 872 ☒

(Write-in)

ARTICLES

1. Shall the Deerfield School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$13,531,421? Should this article be defeated, the default budget shall be \$13,408,776 which is the same as last year, with certain adjustments required by previous action of the Deerfield School District, or by law; or the governing body may hold one special meeting in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

School Board Recommends Approval [5-0-0]
Budget Committee Recommends Approval [8-1-0]

If passed, the new estimated tax rate will be \$19.16 [per thousand], which will result in a \$0.77 increase over the previous year tax rate.

[Note: Warrant Article #1 (operating budget article) does not include separate Warrant Article #2]

581
YES ☒
NO ☐
502

VOTE BOTH SIDES OF BALLOT

True Copy Attest
John L. O'Brien
3/12/2019

SAMPLE BALLOT

ARTICLES CONTINUED

2. Shall the Deerfield School District vote to approve the cost items set forth in the collective bargaining agreement reached between the Deerfield School Board and the Deerfield Education Association for the 2019/20, 2020/21, 2021/22, and 2022/23 fiscal years, which calls for the following estimated increases in salaries and benefits at the current staffing level:

2019/20	\$173,878
2020/21	\$173,723
2021/22	\$157,367
2022/23	\$138,663

and further, to raise and appropriate the sum of \$173,878 for the 2019/20 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels?

629

YES ☒

NO ☐

School Board Recommends Approval [5-0-0]
Budget Committee Recommends Approval [8-1-0]

470

[Estimated tax impact of this article is \$0.30 per thousand]

3. Shall the Deerfield School District, if Article #2 is defeated, authorize the governing body to call one special meeting, at its option, to address Article #2 cost items only? (Majority vote)

646

YES ☒

NO ☐

4. To see if the Deerfield School District will vote to raise and appropriate the sum of up to seventy-five thousand dollars (\$75,000) to be added to the Facilities Repair Fund previously established. This sum to come from the June 30, 2019 fund balance available for transfer on July 1, 2019. No amount to be raised from taxation.

843

YES ☒

NO ☐

School Board Recommends Approval [5-0-0]
Budget Committee Recommends Approval [9-0-0]

255

5. To see if the Deerfield School District will vote to establish an Equipment and Installation Expendable Trust Fund under the provisions of RSA 198:20-c, for the purpose of purchasing and installing equipment, and further, to raise and appropriate the sum of up to twenty-five thousand dollars (\$25,000) to be placed in this fund, and to designate the School Board as agents to expend from this fund. This sum to come from the June 30, 2019 fund balance available for transfer on July 1, 2019. No amount to be raised from taxation.

804

YES ☒

NO ☐

School Board Recommends Approval [5-0-0]
Budget Committee Recommends Approval [9-0-0]

293

VOTE BOTH SIDES OF BALLOT

True Copy Attest
Scho 2 72
3/12/2019

Statistics

- Start of day registered voters: 3345
- Same day voter registration: 13
- End of day total combined registered voters: 3358
- Voter turnout: 34%

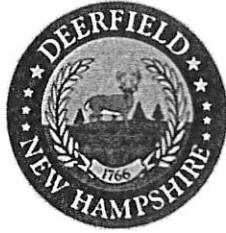
Minutes transcribed and respectfully submitted by,

Kelly Roberts

Kelly Roberts, Certified Town Clerk/Tax Collector



Town Seal



Town of Deerfield
Town Clerk / Tax Collector's Office
Ballot Counting Minutes for
March 12, 2019 Town / School Election

ABSENTEE BALLOTS RECEIVED FROM LHS Associates 2/25/19, 9:00 am at the Town Clerk's Office:

Boxes containing absentee ballots received from LHS Associates were opened by Kelly Roberts, Town Clerk and witnessed by Kim Crotty, Deputy Town Clerk. Absentee ballots were counted, and the results are as follows:

- ✓ 250 Town Absentee Ballots x 2 pages = 500
- ✓ 250 School Absentee Ballots x 1 page = 250
- Total Pieces of paper = 750

REGULAR BALLOTS RECEIVED FROM LHS:

Regular Ballot counting 3/5/19, 8:00 am at the Town Clerk's Office:

Boxes containing regular ballots received from LHS Associates were opened by Kelly Roberts, Town Clerk and witnessed by Kim Crotty, Deputy Town Clerk, Fran Menard, Registered Voter, and Cindy Tomilson, Registered Voter, and the results are as follows:

- ✓ Town Page 1540
- ✓ Town Page 1540
- ✓ School Page 1540

Total pieces of paper: 4620

Respectfully submitted,

Kelly Roberts

Kelly Roberts, Certified Town Clerk / Tax Collector



SEAL



Town of Deerfield
Town Clerk / Tax Collector's Office
March 12, 2019 Town / School Election

Machine Testing Minutes

Date: Wednesday March 7, 2019

Time: 3:00 PM

Location: Town Clerk's Office, GBW Building, 8 Raymond Rd, Deerfield, NH 03037.

RE: Ballot machine testing for the March 2019 Town/School Election.

Present: Dan Holdridge, Town Moderator; Kelly Roberts, Town Clerk; Kim Crotty, Deputy Town Clerk.

3:01 PM: Moderator Dan Holdridge ("Moderator") called the meeting open. The Moderator and Town Clerk, Kelly Roberts ("Town Clerk") began reading the Electronic Ballot Counting Device Procedures, Version 2.0 6-29-2018 on Page 229 in the Election Procedure Manual.

3:02 PM: The Moderator opened the Test Ballots received from LHS Associates. The Moderator and Town Clerk read and discussed the testing instructions in the Manual on how to mark the ballots to ensure test results. The Moderator and Town Clerk began marking the test ballots.

3:05 PM: The Moderator opened the Memory Cards received from LHS Associates. The Memory Cards are kept in a secure location in a safe located in the interior portion of the clerk's office. Only the Town Clerk and Deputy Town Clerk have access to them.

Memory Cards received as follows:

- ✓ PCT 1, SN 20084492
- ✓ PCT 2, SN 1240
- ✓ SPARE 1, SN 20083040
- ✓ SPARE 2, SN 20083189

5:00 PM: Machine test complete, all tests past.

Machine A will be the backup machine on Election Day.

- ✓ Memory Card PCT 20084492 Seal # 689565
- ✓ Bag Seal # 689575

Machine B will be the primary machine used on Election Day.

- ✓ Memory Card PCT 1240 Seal # 689550
- ✓ Bag Seal # 689566

Minutes respectfully submitted by,

Kelly Roberts

Kelly Roberts, Town Clerk

Town Seal





New Hampshire
Department of
Revenue
Administration

2019
\$23.11

Tax Rate Breakdown Deerfield

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$2,461,656	\$585,641,191	\$4.20
County	\$578,321	\$585,641,191	\$0.99
Local Education	\$9,148,054	\$585,641,191	\$15.62
State Education	\$1,185,499	\$515,798,491	\$2.30
Total	\$13,373,530		\$23.11

Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Total			

Tax Commitment Calculation	
Total Municipal Tax Effort	\$13,373,530
War Service Credits	(\$133,625)
Village District Tax Effort	
Total Property Tax Commitment	\$13,239,905

James P. Gerry
Director of Municipal and Property Division
New Hampshire Department of Revenue
Administration

11/14/2019

Appropriations and Revenues

Municipal Accounting Overview

Description	Appropriation	Revenue
Total Appropriation	\$4,103,220	
Net Revenues (Not Including Fund Balance)		(\$1,723,741)
Fund Balance Voted Surplus		(\$77,000)
Fund Balance to Reduce Taxes		(\$227,000)
War Service Credits	\$133,625	
Special Adjustment	\$0	
Actual Overlay Used	\$252,552	
Net Required Local Tax Effort	\$2,461,656	

County Apportionment

Description	Appropriation	Revenue
Net County Apportionment	\$578,321	
Net Required County Tax Effort	\$578,321	

Education

Description	Appropriation	Revenue
Net Local School Appropriations	\$12,450,211	
Net Cooperative School Appropriations		
Net Education Grant		(\$2,116,658)
Locally Retained State Education Tax		(\$1,185,499)
Net Required Local Education Tax Effort	\$9,148,054	
State Education Tax	\$1,185,499	
State Education Tax Not Retained	\$0	
Net Required State Education Tax Effort	\$1,185,499	

Valuation

Municipal (MS-1)

Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$585,641,191	\$579,178,958
Total Assessment Valuation without Utilities	\$515,798,491	\$509,336,258
Commercial/Industrial Construction Exemption	\$0	\$0
Total Assessment Valuation with Utilities, Less Commercial/Industrial Construction Exemption	\$585,641,191	\$579,178,958

Village (MS-1V)

Description	Current Year
-------------	--------------

Deerfield

Tax Commitment Verification

2019 Tax Commitment Verification - RSA 76:10 II

Description	Amount
Total Property Tax Commitment	\$13,239,905
1/2% Amount	\$66,200
Acceptable High	\$13,306,105
Acceptable Low	\$13,173,705

If the amount of your total warrant varies by more than 1/2%, the MS-1 form used to calculate the tax rate might not be correct. The tax rate will need to be recalculated. Contact your assessors immediately and call us at 603.230.5090 before you issue the bills. See RSA 76:10, II

Commitment Amount	13,240,633.00
Less amount for any applicable Tax Increment Financing Districts (TIF)	
Net amount after TIF adjustment	

Under penalties of perjury, I verify the amount above was the 2019 commitment amount on the property tax warrant.

Tax Collector/Deputy Signature: Kelly A Roberts **Date:** 11/26/19

Submit this signed verification form with a copy of the completed and signed warrant total page and an actual tax bill to your DRA municipal auditor.



Requirements for Semi-Annual Billing

Pursuant to RSA 76:15-a

76:15-a Semi-Annual Collection of Taxes in Certain Towns and Cities - I. Taxes shall be collected in the following manner in towns and cities which adopt the provisions of this section in the manner set out in RSA 76:15-b. A partial payment of the taxes assessed on April 1 in any tax year shall be computed by taking the prior year's assessed valuation times 1/2 of the previous year's tax rate; provided, however, that whenever it shall appear to the selectmen or assessors that certain individual properties have physically changed in valuation, they may use the current year's appraisal times 1/2 the previous year's tax rate to compute the partial payment.

Deerfield	Total Tax Rate	Semi-Annual Tax Rate
Total 2019 Tax Rate	\$23.11	\$11.56

Associated Villages

No associated Villages to report

Fund Balance Retention

Enterprise Funds and Current Year Bonds	\$0
General Fund Operating Expenses	\$15,015,094
Final Overlay	\$252,552

DRA has provided a reference range of fund balance retention amounts below. Please utilize these ranges in the determination of the adequacy of your municipality's unrestricted fund balance, as currently defined in GASB Statement 54. Retention amounts, as part of the municipality's stabilization fund policy [1], should be assessed dependent upon your governments own long-term forecasts and special circumstances. Please note that current best practices published by GFOA recommend, at a minimum, that "...general purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures." [2],[3]

[1] The National Advisory Council on State and Local Budgeting (NACSLB), (1998), *Framework for Improved State and Local Government Budgeting: Recommended Budget Practices* (4.1), pg. 17.

[2] Government Finance Officers Association (GFOA), (2015), *Best Practice: Fund Balance Guidelines for the General Fund..*

[3] Government Finance Officers Association (GFOA), (2011), *Best Practice: Replenishing General Fund Balance.*

2019 Fund Balance Retention Guidelines: Deerfield	
Description	Amount
Current Amount Retained (9.00%)	\$1,352,102
17% Retained (<i>Maximum Recommended</i>)	\$2,552,566
10% Retained	\$1,501,509
8% Retained	\$1,201,208
5% Retained (<i>Minimum Recommended</i>)	\$750,755

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