



TOWN OF DEERING

Board of Selectmen

762 Deering Center Road
Deering, NH 03244

Meeting Minutes

October 3, 2018

Selectmen present: Aaron Gill, Allen Belouin, John Shaw.

The meeting was called to order at 1900.

MEETING MINUTES:

Meeting Minutes – September 19th.

Mr. Gill made the motion to approve the September 19th meeting minutes as presented. Mr. Shaw seconded the motion. The vote was unanimous and so moved.

New Business

Highway Dept – New Hire Request

Road Agent Houghton introduced Clark Craig to the Board as a potential new hire heavy equipment operator with a CDL. It was explained that Mr. Craig was also a proficient grader operator. Mr. Gill made the motion to provide a conditional offer of employment to Mr. Craig, with a starting hourly pay rate of \$19.25 per hour, pending a successful background and clean drug test. Mr. Belouin seconded the motion. The vote was unanimous and so moved. Road Agent Houghton noted that the kitchen cabinets would be installed by Friday.

Fire Dept – Request to withdraw \$4,000 from Dry Hydrant ETF

The Board reviewed a request by Fire Chief Gorman to expend \$4,000 for equipping and installing dry hydrants. Mr. Gill made the motion to approve the expenditure from the dry hydrant ETF in the amount of \$4,000 contingent on there being in place appropriate easements to the fire ponds and that their location be mapped and that they be tested annually. Mr. Shaw seconded the motion. The vote was unanimous and so moved.

CIP Process Review

The Board reviewed progress to date along with the attached spreadsheet. Board members preferred to see all the equipment in the replacement schedule and the TA agreed to do so. It was noted that the total costs of replacing the rolling stock, as submitted by the department heads, was very significant.

PSNH Abatement Appeal

The Board reviewed the PSNH abatement appeal to Hillsborough Superior Court and noted that legal counsel will handle the appeal. The appeal is based on PSNH claiming that net value is the appropriate methodology to determine value. Most court rulings have invalidated the approach.

Virtual Town Hall – Website Upgrade

The TA reported that the FirstClass software used to update the Town’s website will not be supported next year. Virtual Town Hall will be using the open source software Drupal and the conversion will be a one-time cost of approximately \$3,000. The TA explained that Ms. Kendall, who is attending the NH Certified Public Manager Program, will be using the website as a capstone project.

BAC – Budget Meeting Dates

The TA provided the meeting dates for the budget advisory committee (see below).

October 15	Highway
October 22	Police
October 29	Town Clerk / Tax Collector
November 5	Fire
November 12	Admin
November 19	Library / Conservation
November 29	Open / CIP
December 3	Open
December 19	BAC recommendation to BoS

TO BE REVIEWED AND/OR SIGNED:

- Employee Payroll	<u>September 26th</u> \$14,179.64
- Employee Payroll	<u>October 3rd</u> \$12,979.16
- AP ACH XFER	<u>October 3rd</u> \$166.05
- AP Manifest	<u>October 3rd</u> \$336,309.22
- Deed Waiver – 242-003-000	

Non-Public Session - RSA 91-A:3 II (a)

Mr. Gill made the motion to enter non-public session under RSA 91-A:3 II (a) to discuss a personnel issue and complaint. Mr. Belouin seconded the motion. The vote was unanimous and so moved.

The Board entered non-public session at 2020.

The Board re-entered public session at 2040.

There being no further business to come before the Board Mr. Gill made the motion to adjourn. Mr. Shaw seconded the motion. The vote was unanimous and so moved. The meeting adjourned at 2040.

Respectfully Submitted,

\s\ Russell McAllister
Town Administrator

Figure 1
Town of Deering Municipal Improvements Schedule

				Cost per Year						
Application #	DEPARTMENTS AND CAPITAL PURCHASES/EXPENDITURES	Anticipated Cost	Method(s) of Financing / Notes	2019	2020	2021	2022	2023	2024	TOTAL 2019 - 2024
	HIGHWAY DEPARTMENT									
2018-HD-1	Replace dump with all purpose body, front plow and wing (2022)	\$0		\$0	\$0	\$0	\$0	\$0		\$0
2018-HD-2	Replace grader with front plow and wing (2023)	\$410,000		\$82,000	\$82,000	\$82,000	\$82,000	\$82,000		\$410,000
2018-HD-3	Replace 10 Wheel Dump with slide in sander, front plow and wing (2020)	\$225,000		\$112,200	\$112,500					\$224,700
2018-HD-4	Replace dump with front plow and wing (2021)	\$100,000		\$33,333	\$33,333	\$33,333				\$99,999
2018-HD-5	Replace loader 3.5 yards (2019)	\$225,000		\$225,000						\$225,000
2018-HD-6	Replace Ford F350 with front plow (2019)	\$55,000		\$55,000						\$55,000
2018-HD-7	Install solar on Highway Department building (YEAR??)									\$0
	Highway Department Subtotal	\$1,015,000		\$507,533	\$227,833	\$115,333	\$82,000	\$82,000	\$0	\$1,014,699
	POLICE DEPARTMENT									
2018-PD-8	Replace Ford SUV including radio, radar, and re-used equipment (2020)	\$45,000		\$22,500	\$22,500					\$45,000
2018-PD-9	Replace Ford SUV including radio, radar, and re-used equipment (2023)	\$45,000		9000	\$9,000	\$9,000	\$9,000	\$9,000		\$45,000
	Police Department Subtotal	\$90,000		\$31,500	\$31,500	\$9,000	\$9,000	\$9,000	\$0	\$90,000
	FIRE DEPARTMENT									
2018-FD-10	Replace Engine #3 (2019)	\$500,000		\$500,000						\$500,000
2018-FD-11	Replace Tanker #1 (2020)	\$600,000		\$300,000	\$300,000					\$600,000
2018-FD-12	Replace Engine #2 (2023)	\$650,000		\$130,000	\$130,000	\$130,000	\$130,000	\$130,000		\$650,000
2018-FD-13	Replace Engine #1 (2020)	\$300,000		\$150,000	\$150,000					\$300,000
2018-FD-14	Replace Ambulance #1 (2023)	\$250,000		\$50,000	\$50,000	\$50,000	\$50,000			\$200,000
	Fire Department Subtotal	\$2,300,000		\$1,130,000	\$630,000	\$180,000	\$180,000	\$130,000	\$0	\$2,250,000
	TOWN ADMINISTRATION									
2018-TA-15	Solar panels added to Town Hall (2019)	\$75,000		\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	
	Town Administration Subtotal	\$75,000		\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$0
	MISCELLANEOUS									
2018-MI-16	Construct Public Safety Building (YEAR??)	\$1,500,000								
	Miscellaneous Subtotal	\$1,500,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	PROJECT SUBTOTAL			\$1,681,533	\$901,833	\$316,833	\$283,500	\$233,500	\$12,500	\$3,354,699
	PROJECT IMPACT ON TOWN TAX RATE			\$9.18	\$4.85	\$1.68	\$1.48	\$1.20	\$0.06	
	ANTICIPATED CAPITAL RESERVE FUND (CRF) AND EXPENDABLE TRUST (EXPTR) DEPOSITS AND BOND PAYMENTS	Bond/Account Balance	Method(s) of Financing / Notes	2019	2020	2021	2022	2023	2024	TOTAL 2019 - 2024
	BOND PAYMENTS									
	Town Hall (2005-2024)	\$550,000	Loan	\$31,763	\$30,635	\$29,448	\$28,199	\$26,949	\$25,684	\$172,678
	Road Reconstruction (2013-2019)	\$750,000	Loan	\$63,006						\$63,006
	Bond Payment Subtotal	\$1,300,000		\$94,769	\$30,635	\$29,448	\$28,199	\$26,949	\$25,684	\$235,684
	ANTICIPATED CAPITAL RESERVE FUND (CRF) AND EXPENDABLE TRUST (EXPTR) DEPOSITS									
	Bridge Improvement CRF	\$35,709	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Computer Systems CRF	\$7,646	Balance as of 12/31/2017	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$13,800
	Exotic Weed Control Expendable Trust	\$22,985	Balance as of 12/31/2017	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000
	Government Building Improvement Expendable Trust	\$48,240	Balance as of 12/31/2017	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
	Highway Vehicle Replacement CRF	\$100,851	Balance as of 12/31/2017	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
	Grants Reimbursable Expendable Trust	\$11,946	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Fire & Rescue Dept. Vehicle CRF	\$197,042	Balance as of 12/31/2017	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
	Turnout Gear Equipment Expendable Trust	\$25,181	Balance as of 12/31/2017	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000
	Dry Hydrant Installation & Maintance Expendable Trust	\$8,101	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Road Reconstruction & Maintance Expendable Trust	\$65,514	Balance as of 12/31/2017	\$122,500	\$122,500	\$122,500	\$122,500	\$122,500	\$122,500	\$735,000
	Health and Safety Expendable Trust	\$3,116	Balance as of 12/31/2017	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$9,000
	Heritage Expendable Trust	\$1,778	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Cemetery Expendable Trust	\$13,223	Balance as of 12/31/2017	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$18,000
	Deering Library Expendable Trust	\$5,202	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Municipal & Transportation CRF	\$15,168	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Police Vehicles Expendable Trust	\$10,151	Balance as of 12/31/2017	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$75,000
	Youth Diversion Expendable Trust	\$26,489	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Deering Reservoir Usage Permit Expendable Trust	\$26,489	Balance as of 12/31/2017	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000
	Deering Recreation Program Expendable Trust	\$1,793	Balance as of 12/31/2017	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Fire Department Building Maintenance Expendable Trust	\$16,485	Balance as of 12/31/2017	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000

[illegible]

Please Sign In

Yolo Salmond

Doug Salmond

R. H.