



## TOWN OF DEERING

### *Board of Selectmen*

762 Deering Center Road  
Deering, NH 03244

### **Meeting Minutes**

**January 4, 2017**

Selectmen present: Aaron Gill, Sharon Fife, Allen Belouin.

The meeting was called to order at 1900.

#### **MEETING MINUTES:**

##### **Meeting Minutes – December 21<sup>st</sup>.**

Mr. Gill made the motion to approve both the public and non-public meeting minutes of December 21<sup>st</sup>. Mr. Belouin seconded the motion. The vote was unanimous and so moved.

#### **New Business**

##### **Highway Department**

Road Agent Houghton reported that he had found a NHDOT road map of Deering from 2013 that shows all of Clement Hill designated as a Class V road. Mr. Houghton explained that a previous road agent had described a portion of Clement Hill past the Hagstrom's property as "summer maintenance only." Highways to Summer Cottages is a special type of Class V highway that is required to be kept open and maintained only between April 10<sup>th</sup> and December 10<sup>th</sup> and is exempt from being maintained at other times (RSA 231:79 Highways to Summer Cottages; Exemption. – Towns shall be exempt from keeping open and repairing highways to summer cottages from December 10 to April 10.) The lack of historical information as to when the road was designated a "summer maintenance only," made certainty about the current highway classification problematic. The TA agreed to consult with the attorney about the issue.

The TA reported that the Building Inspector had received a request from Spencer Tater (Meridan Land Services) for a building permit for a single-family residence on Whitegate road. Given that it is a private road and not a town maintained highway a building permit must be issued by the Board of Selectmen. Prior to issuance of a permit the applicant will need to sign, execute, and record at the Hillsborough registry of deeds a Consent and Acknowledgement form wherein the applicant acknowledges that the town does not maintain private roads and consents to living under those circumstances. The Board reviewed an update to the old consent and acknowledgement form with Ms. Fife making the motion to approve the adoption of the updated form. Mr. Gill seconded the motion. The vote was unanimous and so moved (see attached).

#### **Budget Review**

The Board reviewed the Town Warrant (see attached). A discussion concerning funding of the CIP highlighted several long-standing problems of inadequate CIP funding over at least the last decade. The Board noted that the Highway Department was slated for a new truck, but the capital reserve fund had only \$80,000, but the cost of another truck is approximately \$195,000. Next year the Fire Department needs to replace a 30-year-old tanker and that cost is anticipated to be around \$400,000 while the capital reserve fund has approximately \$108,000. There was a general consensus among Board members that the CIP be viewed as part of the operating budget to ensure that it is funded every year. It was noted that within 10 years the highway department grader will need to be replaced and that item currently costs in the neighborhood of \$350,000. While a grader's useful life is 20 years the time to save for the purchase is now.

**TO BE REVIEWED AND/OR SIGNED:**

- Employee Payroll	<u>December 28<sup>th</sup></u> \$13,774.63
- Employee Payroll	<u>December 28<sup>th</sup></u> \$836.04
- Employee Payroll	<u>January 4<sup>th</sup></u> \$11,268.09
- Fire Department Payroll	<u>December 14<sup>th</sup></u> \$2,322.56
- AP Manifest	\$28,457.83
- ETF	\$6,337.26
- Trust Fund reimbursement	\$6,742.26
- Corelogic Refund	\$2,495.00
- Ocwen Loan Servicing Refund	\$2,412.00
- Fidelity National Title Refund	\$1,187.75
- Yield Tax 216-012-000	\$397.24
- Yield Tax 211-016-000	\$224.29
- Yield Tax 212-016-000	\$177.20
- Intent to Cut	211-001/003 212-011-000

There being no further business to come before the Board Ms. Fife made the motion to adjourn. Mr. Gill seconded the motion. The vote was unanimous and so moved. The meeting adjourned at 2045.

Respectfully Submitted,

\s\ Russell McAllister  
Town Administrator

Now Come(s)  
(Hereinafter referred to jointly or severally as “owner”) with a residential address of \_\_\_\_\_, and The Town of Deering, New Hampshire (hereinafter referred to as “town”), a municipal corporation existing under the laws of the State of New Hampshire with an address of 762 Deering Center Road, and agree as follows:

WHEREAS, owner owns certain real property (Tax Map \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_) which abuts \_\_\_\_\_ Road, conveyed to said owner by a Deed recorded at Book \_\_\_\_\_ Page \_\_\_\_\_ at the Hillsborough County Registry of Deeds; and

WHEREAS, the relevant portion of said \_\_\_\_\_ Road upon which owner’s real property fronts is a Private/Class VI road that has not been approved by the Deering Planning Board so that the owner’s property is therefore subject to the building restrictions imposed under RSA 674:41.

WHEREAS the Selectmen have agreed to issue a building permit for the said property for a \_\_\_\_\_ (description of building), as detailed in accordance with a building permit and plans dated \_\_\_\_\_ and on file at \_\_\_\_\_;

NOW THEREFORE, the town and owner on behalf of themselves, their heirs, legal representatives, successors and assigns, covenant and agree as follows:

1. The town shall allow owner a building permit to construct a single-family residence on the property identified above subject to the terms and conditions of a building permit to be issued by the town and the Policy of the Board of Selectmen Regarding Construction on Class VI and Private Roads.
2. The parties understand and agree that town assumes no responsibility for maintenance including but not limited to snow plowing of said \_\_\_\_\_ Road, and no liability for any damages arising from the use of said road.
3. Owner agrees to be responsible for maintaining access to the subject property and does hereby acknowledge that pursuant to New Hampshire law the town, its officers, agents and employees bear no responsibility or liability: for any obligation to maintain said Road (RSA 231:93); or (2) for any loss, damage, claim or expense of any kind or nature whatsoever arising directly or indirectly from the condition of said road, including but not limited to any loss damage, claim or expense arising from failure to provide any municipal services such as police, fire and ambulance services, and

- a. From the obligation of maintaining said \_\_\_\_\_ Road; and
  - b. From any loss, damage, claim or expense of any kind or nature whatsoever arising directly or indirectly from the condition of said road, including but not limited to any loss damage, claim or expense arising from failure to provide any municipal services such as police, fire and ambulance services; and
  - c. The owner(s) agree to seek permission from the Town’s selectmen or highway agent pursuant to RSA 236:9 - :12, prior to performing any excavation, grading or other construction or maintenance work.
  - d. The Owner agrees that \_\_\_\_\_ Road is a Private Road / Class VI public highway, and that the
  - e. Owner will take no action to restrict or inhibit the use of \_\_\_\_\_ Road by the public, and that
  - f. Owner recognizes that the Board of Selectmen retain full authority to regulate the use of the public highway, including the erection of any unlocked gates or bars.
4. Owner hereby assumes responsibility for transporting any children who may now or in the future reside on the property to the nearest regular school bus stop.
  5. The parties understand and agree that this Notice and Acknowledgement shall be recorded at the Hillsborough County Registry of Deeds before the building permit is issued, as required under RSA 674:41, I(c)(3).
  6. The owner(s) agree to stipulate and pass this Notice and Acknowledgement at any transfer of this property.

IN WITNESS WHEREOF the parties have hereunder set their hands this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ (Owner)

Witness: \_\_\_\_\_ (Owner)

Town of Deering

\_\_\_\_\_  
 Witness: \_\_\_\_\_ By: \_\_\_\_\_  
 Chair, Deering Board of Selectmen

Town of Deering  
New Hampshire  
Warrant and Budget  
2017

To the inhabitants of the Town of Deering in the County of Hillsborough in the state of New Hampshire qualified to vote in town affairs:

GREETINGS!

You are hereby notified to meet at the Town Hall in said Deering on **Tuesday the 14<sup>th</sup> day of March, 2017 at 11:00 am** in the morning to act upon the following subjects:

**Article 1:** To choose all necessary Town Officers for the ensuing year.

Selectmen	3-year term
Library Trustee	3-year term
Cemetery Trustee	3-year term
(1) Trustee of Trust Funds	3-year term
(1) Trustee of Trust Funds	1-year term
Moderator	2-year term
Supervisor of the Checklist	6-year term

**Article 2: Zoning Ordinance Amendment**

**Recommended by the Planning Board**

**POLLS WILL OPEN AT 11:00 am** and remain open until **7:00 pm**.

**ADDITIONALLY, pursuant to RSA 39:2-a, you are hereby notified that Articles 3 through 11 will be taken upon Saturday the 18th of March, 2017 next at 9:00AM in the morning at Town Hall.**

**Article 3: To Accept Town Reports**

To see if the Town will vote to accept the 2017 reports of the Town Officials, agents and committees, and to accept the 2016 auditor's report.

**The Board of Selectmen Recommends this Article.**

**Article 4: To Appropriate Operating Budget Funds for the Year 2016**

To see if the Town will vote to raise and appropriate the sum of two million twenty-four thousand three hundred ninety-eight dollars (\$2,024,398) for the purpose of funding general municipal operations not including any amount raised and appropriated in any separate warrant article.

<b>Acct</b>	<b>Function</b>	<b>Amount</b>
4130	Executive	\$ 183,523.47
4140	Election, Registration, Vital Statistics	\$ 34,252.37
4150	Finance Administration	\$ 59,672.37
4152	Assessing	\$ 30,615.39
4153	Legal	\$ 18,000.00
4191	Planning & Zoning	\$ 8,906.00
4194	General Government Buildings	\$ 33,800.00
4195	Cemeteries	\$ 16,035.00
4196	Insurance	\$ 54,275.00
4197	Advertising & Regional Association	\$ 4,232.00
4210	Police	\$ 338,868.97
4215	Ambulance	\$ 42,397.50
4220	Fire	\$ 116,734.00
4240	Building Inspection	\$ 13,218.00
4290	Emergency Management	\$ 1.00
4299	Other Public Safety - Dispatch	\$ 36,305.00
4300	Highways & Streets	\$ 697,546.65
4324	Solid Waste Disposal	\$ 99,352.00
4441	Welfare Administration	\$ 3.00
4442	Direct Assistance	\$ 15,000.00
4443	Vendor Payments	\$ 4,900.00
4520	Parks & Recreation	\$ 25,000.00
4550	Library	\$ 2,010.00
4611	Conservation	\$ 2,540.00
4711	Debt Payments - Principal	\$ 170,436.00
4722	Debt Payments - Interest	\$ 11,774.74
4723	TAN	\$ 5,000.00
	<b>Total</b>	<b>\$2,024,398.44</b>

**The Board of Selectmen Recommends this Article**

**Article 5: To Add Funds to Established Trust Funds**

To see if the Town will vote to raise and appropriate the sum of TWO HUNDRED FIFTY-SEVEN THOUSAND NINE HUNDRED NINETY-NINE DOLLARS (\$257,999) to be added to the previously established Capital Reserve and/or Expendable Trust Funds and to fund the sum of SIXTY-EIGHT THOUSAND DOLLARS (\$68,000) from the unassigned fund balance as of December 31, 2016 for the following account in said amount:

Acct	Fund	Amount
30.1010.32.640	FD Vehicle Replacement / CRF	\$ 68,000.00
	<b>Total Unassigned Fund Balance</b>	<b>\$ 68,000.00</b>

Acct	Fund	Amount
60.1010.00.060	Assessing / ETF	\$ 9,300.00
60.1010.00.062	Celebration (A)	\$ 1,000.00
60.1010.00.063	Cemetery Maint / ETF	\$ 3,000.00
60.1010.00.064	Computer Systems / ETF	\$ 4,700.00
60.1010.00.065	Exotic Weed Control / ETF	\$ 5,000.00
60.1010.00.066	FD Building Maint / ETF	\$ 5,000.00
30.1010.32.640	FD Vehicle Replacement / CRF	\$ 88,000.00
60.1010.00.069	Gov't Bld Improvement / ETF	\$ 20,000.00
60.1010.00.071	Health & Safety / ETF	\$ 1,500.00
30.1010.40.640	HWY Vehicle Replacement / CRF	\$ 20,000.00
60.1010.00.075	Library Bld Maint / ETF	\$ 1,000.00
60.1010.00.076	Master Plan / ETF	\$ 1,250.00
60.1010.00.080	PD Vehicle Replacement / ETF	\$ 10,000.00
60.1010.00.078	PD Ballistic Vest Replacement / ETF	\$ 700.00
60.1010.00.079	PD Equipment Replacement / ETF	\$ 3,500.00
60.1010.00.083	Road Reconstruction / ETF	\$ 59,049.00
60.1010.00.084	FD Turnout Gear Replacement / ETF	\$ 5,000.00
60.1010.00.087	HWY Bld Improvement / ETF	\$ 20,000.00
	<b>Total</b>	<b>\$ 257,999.00</b>

**The Board of Selectmen Recommends this Article.**

**Article 6: To Purchase Website GIS software for Deering Assessing Maps & Data**

To see if the Town will vote to raise and appropriate the sum of NINE THOUSAND FIVE HUNDRED DOLLARS (\$9,500) to fund the costs associated with converting Deering's property tax / assessing maps into a web based GIS (Geographic Information System) software searchable by both Deering residents and the public at large and to be funded from the unassigned fund balance as of December 31, 2016. This appropriation shall not raise any taxes and have no effect on the tax rate.

**The Board of Selectmen Recommends this Article.**

**Article 7: To Create a Per Diem Paramedic Program**

To see if the Town will vote to raise and appropriate FOURTY FIVE THOUSAND DOLLARS (\$45,000) to fund the costs to staff a per diem paramedic program from July through December and to be funded from the Ambulance Capital Reserve Fund in the Amount of THIRTY SIX THOUSAND DOLLARS (\$36,000) with the remaining amount of NINE THOUSAND DOLLARS (\$9,000) to be raised through taxation. The ambulance will be staffed Monday through Friday and ambulance staff will also be responsible for responding to fire calls during their work shifts. Future costs of the per diem paramedic program will be in the operating budget.

**Recommended by the Board of Selectmen**

**Article 8: Purchase of a new Highway Department Truck**

To see if the Town will vote to raise and appropriate the sum of ONE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$195,000) to fund the purchase price of a new ten wheel highway truck equipped with dump body and plow and to be funded from the Highway Vehicle Capital Reserve Fund in the amount of EIGHTY THOUSAND THREE HUNDRED THIRTY-NINE DOLLARS (\$80,339) with the remaining amount of ONE HUNDRED FOURTEEN THOUSAND SIX HUNDRED SIXTY-ONE DOLLARS (\$114,661) to be funded from the fund balance as of December 31, 2016. This appropriation shall not raise any new taxes and have no effect on the tax rate.

**Recommended by the Board of Selectmen**

**Article 9: Police Cruiser Replacement**

To see if the Town will vote to raise and appropriate the sum of FOURTY THREE THOUSAND DOLLARS (\$43,000) to fund the purchase of a police cruiser and to be funded from the Police Cruiser Replacement Expendable Trust Fund in the amount of SIXTEEN THOUSAND EIGHT HUNDRED TEN DOLLARS with the remaining amount of TWNETY SIX THOUSAND ONE HUNDRED NINETY DOLLARS (\$26,190) to be raised through taxation.

**The Board of Selectmen Recommends this Article.**

**Article 10: Convert Retired Police Cruiser to Fire Department Command Vehicle**

To see if the Town will vote to raise and appropriate the sum of EIGHT THOUSAND FIVE HUNDRED DOLLARS (\$8,500) to fund the conversion cost of the old Police Cruiser into a Fire Department Command Vehicle for Deering's part-time Fire Chief and to be funded from the fund balance as of December 31, 2016. This appropriation shall not raise any new taxes and have no effect on the tax rate.

**The Board of Selectmen Recommends this Article.**

**Article 11: To Purchase one new cruiser radio**

To see if the Town will vote to raise and appropriate the sum of FOUR THOUSAND FOUR DOLLARS (\$4,000) to purchase a new police cruiser radio to replace the thirteen-year-old (13) radio and to fund the purchase cost from the Police Department Equipment Replacement Expendable Trust Fund. This appropriation shall not raise any new taxes and have no effect on the tax rate.

**Recommended by the Board of Selectmen**

**Article 12: To Transact Other Business**

To transact any other business that may be brought before this meeting.

<b>Given under our hands, February 1<sup>th</sup>, 2017</b>		
We certify and attest that on or before February 9 <sup>th</sup> we posted a true and attested copy of the within Warrant at the place of meeting, and like copies at the Town Office, and delivered the original to the TOWN CLERK		
<b>Printed Name</b>	<b>Position</b>	<b>Signature</b>
Sharon Fife	Chair	
Allen Belouin	Selectman	
Aaron Gill	Selectman	

Please Sign In

---

Brian Houghton

Doug Labrad

Juli Labrad