

2019 Annual Town Report



Deerfield,
New Hampshire

**Cover Page Picture “Red-Doors”
Painted by Mike Driscoll**

Dedication

◆ MARK YOUNG ◆



The Select Board would like to dedicate this year's town report to retiring Highway Agent Mark Young. A native son of Deerfield Mark inherited a love of construction equipment and trucks from his Dad at an early age and never looked back. Mark's passion for equipment has served Deerfield well over the past 6 years, saving the town untold dollars by handling machinery repairs and maintenance in house. Mark's approach to equipment repair and maintenance also prevented the costly downtime that comes with trucking machinery off site.

In addition to maintaining our roadways Mark has always brought the highway crew to bear when help was needed at Veasey Park, a ball field, a playground, a town parking lot or a cemetery. If there was a project going on there was a good chance Mark and crew were involved.

In addition to serving as the Highway Agent, Mark also served as the Supervisor of Cemeteries for over 30 years, a position he has also retired from in the last year. Serving for years in the position with minimal compensation, the present Cemetery Trustees have found it virtually impossible to replace him. Mark's familiarity with Deerfield's burying grounds, his hard-working attitude, and the fact that he had heavy equipment at his disposal make him a sorely missed supervisor.

Although not presently active on the roster Mark was a longtime Deerfield Volunteer Firemen as well coming on as a volunteer in 1978.

Quiet and hardworking by nature, Mark is generally not found in the spotlight. The select board would like to shine some light on him and thank him for his years of service, his hard work, frugality and integrity. Mark has assured the board that he will be around to offer assistance (if wanted!) to either the board or the new Highway Agent – "Thank you", we appreciate the offer!

- Dedication -

• MARY YOUNG •



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2019
ANNUAL TOWN REPORT





2019

**BUDGETS, ELECTIONS, MINUTES
& WARRANTS**

DEERFIELD TOWN OFFICERS

Elected Offices

Board of Selectmen		Municipal Budget Committee	
R. Andrew Robertson (Chair)	March, 2020	John Dubiansky	March, 2020
Jeffrey R. Shute	March, 2020	Philip Bilodeau	March, 2020
Cindy McHugh	March, 2021	Alden Dill (Vice-Chair)	March, 2020
Richard Pitman (Vice-Chair)	March, 2022	Jo Anne Bradbury	March, 2021
Frederick J. McGarry	March, 2022	Herman Pretorius (Chair)	March, 2021
		Bonnie Beaubien	March, 2021
Town Clerk/Tax Collector		William Von Hassel	March, 2022
Kelly Roberts	March, 2021	Bradley Briggs	March, 2022
Kim Crotty, Deputy (Appointed)	March, 2021	Terry Roy	March, 2022
		R. Andrew Robertson - Selectmen Member	
Town Treasurer		Zach Langlois - School Board Member	
Lorena Sinnamon	March, 2020		
		Planning Board Members	
Moderator		Robert Cote	March, 2020
Dan Holdridge	March, 2020	Harriet E. Cady	March, 2021
		Richard Pelletier (Alternate)	April 30, 2021
Trustees of Trust Funds		Gregory Mitchell (Resigned)	March, 2021
John Reagan	March, 2020	William Perron	March, 2020
Glenn Meyers	March, 2021	Peter Schibbelhute (Chairman)	March, 2022
Joanna Waring	March, 2022	Frederick McGarry - Selectmen Member	
Trustees of the Philbrick-James Library		Water Commissioners	
Anne Deely	March, 2020	Lucy Myers	March, 2020
Janice Clark	March, 2020	Gregory W. Mitchell (Resigned)	March, 2021
Mal Cameron, Chair	March, 2021	Ryan Stenger	March, 2022
April Purinton	March, 2021		
Jane Miller	March, 2022	Supervisors of Checklist	
Sadie K. Reed Stimmell	March, 2022	Frances Maureen Quinn	March, 2020
Emily Oxnard	March, 2022	Joanna Waring	March, 2022
		Christina Pretorius	March, 2024
Cemetery Trustees			
Maureen Mann	March, 2020	Highway Agent	
Paul Murphy	March, 2021	Mark Young	March, 2020
Dana Van Der Bijl	March, 2022		
Rick Druckenmiller	March, 2022		
Tina St. Peter	March, 2022		
Sam White (Alternate)	April 30, 2022		
<u>Town Departments/Offices</u>			
Town Administrator		Police Department	
John Harrington, Jr.		<i>Full Time</i>	
		Gary Duquette	Chief of Police
Building Inspector/Health Officer		Michael Lavoie	Sergeant
Richard Pelletier (Appointed)	April 30, 2020	Joel Hughes	Corporal
Denise Greig, Deputy Health Officer (Appointed)	April 30, 2020	Alexander Molet	Patrolman
		Mitchell Newell	Patrolman
Librarian		Lucas Bernier	Patrolman
Candice Yost		Todd Carr	Patrolman
		Nicholas Berube	Patrolman
Welfare Administrator		<i>Part Time</i>	
Denise Greig (Appointed)	April 30, 2020	Roger St. Onge	Patrolman

DEERFIELD TOWN OFFICERS

Fire/Rescue Department		Veasey Park Commission	
Matt Fisher	Chief	Travis McCoy	April 30, 2021
John Dubiansky	Captain	Christopher Cook	April 30, 2022
Cindy McHugh	EMS Captain	Gary O'Connell	April 30, 2022
Dianne Kimball	Safety Officer	Craig Stevens	April 30, 2022
Jeff Smith	Lieutenant	Cody Lloyd	April 30, 2022
Rich Butler	Lieutenant		
Doreen Schibbelhute	EMS Lieutenant	Conservation Commission	
Aaron Cady	Firefighter	Brian Adams	April 30, 2020
Adam Gill	Firefighter	Wesley A. Golomb	April 30, 2020
Alex Cote	Firefighter	Erick Berglund Jr.	April 30, 2021
Arllen Acevedo	EMT	Serita Frey, Chair	April 30, 2021
Ben Blake	FF/AEMT	Haley Andreozzi	April 30, 2022
Brenda Hills	EMT		
Charles Butler	Firefighter	Parks and Recreation Commission	
Chris Gallant	FF/AEMT	Katherine Libby	April 30, 2020
Chris Gamache	Paramedic	Nathan Brown	April 30, 2020
Deb Wyman	EMT	Bryan Giard (Resigned)	April 30, 2020
Jason Rapsis	AEMT	Tom Buffington (Resigned)	April 30, 2021
Jeremy Bacon	Firefighter	Brian Fisher	April 30, 2021
Jesse Bosworth	Firefighter	Tom DuBois	April 30, 2021
Jim Lindquist	FF/EMT	Terry Crotty	April 30, 2021
Joe Bosworth	Firefighter	Jeff D'Agostino	April 30, 2022
Joe Gill	Firefighter	Dwight Barnes	April 30, 2022
John Siedner	Paramedic	Erica Menard	April 30, 2022
Kevin Rodd	EMT	Jeff Shute - Selectboard Member	
Laura Fisher	FF/EMT		
Laura Hogland	EMT	Emergency Management	
Matt Kimball	Firefighter	Denise Greig (Co-Emergency Management Director)	April 30, 2020
Matt Lopez	FF/EMT	Kevin Barry (Co-Emergency Management Director)	April 30, 2020
Paul Kimball	Firefighter		
Paul Schirl	EMT	Forestry Commission	
Philip Hills	EMT	Vacant	April 30, 2020
Shea Ahern	Paramedic	Vacant	April 30, 2021
Steve Barry	Firefighter	Vacant	April 30, 2022
Trey Bushey	FF/AEMT		
Ben Hochschwender	FF/EMT	Animal Control Officer	
Bethany Hills	EMT	Cindy McHugh	April 30, 2020
Don Wyman	Firefighter		
Jeff Round	Firefighter	Representatives to the General Court	
		District 02	
Heritage Commission		Alan Bershtein	
Karen Leavitt	April 30, 2020	James Spillane	
Daniel Tripp	April 30, 2020	Kevin Verville	
Kelly Roberts, Treasurer (resigned)	April 30, 2020		
James Deely, (Alternate)	April 30, 2020	District 32	
Debra Murphy, Chair	April 30, 2021	Terry Roy	
Carol Levesque	April 30, 2021		
Carolyn Hoague (resigned)	April 30, 2021	Senate	
Deborah Boisvert	April 30, 2022	John Reagan	
Frances L. Menard, Secretary (resigned)	April 30, 2022		
Erroll Rhodes, Secretary	April 30, 2022	Parks & Recreation	
Richard Boisvert, Alternate	April 30, 2022	Nick Lawrence, Director	
R. Andrew Robertson - Selectboard Member		Kevin Hill, Assistant Director	
		Deb Treantafel, After School & Summer Program	
Board of Adjustment			
George H. Thompson, Jr.	April 30, 2020		
Anthony DiMauro	April 30, 2021		
Stephen Stephenson	April 30, 2021		
Jonathan Leer	April 30, 2021		
Joshua Freed, Chair	April 30, 2022		
Harry Hotaling (Alternate)	April 30, 2022		



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.

SAMPLE BALLOT

BALLOT 1 OF 2



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

Kelly O. Roberts
TOWN 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.

<p>BOARD OF SELECTMEN</p> <p>Three Year Term Vote for not more than Two</p> <p>FREDERICK MCGARRY 495 <input checked="" type="radio"/></p> <p>RICHARD PITMAN 503 <input checked="" type="radio"/></p> <p>HERMAN PRETORIUS 107 <input type="radio"/></p> <p>MATT BOURQUE 217 <input type="radio"/></p> <p>ALDEN DILL 353 <input type="radio"/></p> <p>MICHAEL DUMONT 144 <input type="radio"/></p> <p>(Write-in)</p> <p>(Write-in)</p>	<p>CEMETERY TRUSTEES</p> <p>Three Year Term Vote for not more than Three</p> <p>RICK DRUCKENMILLER 745 <input checked="" type="radio"/></p> <p>TINA ST. PETER 743 <input checked="" type="radio"/></p> <p>DANA VAN DER BIJL 715 <input checked="" type="radio"/></p> <p>(Write-in)</p> <p>(Write-in)</p> <p>(Write-in)</p> <p>WATER COMMISSIONER</p> <p>Three Year Term Vote for not more than One</p> <p>RYAN STENGER 796 <input checked="" type="radio"/></p> <p>(Write-in)</p>	<p>PLANNING BOARD</p> <p>One Year Term Vote for not more than One</p> <p>Bill Perron 75 <input checked="" type="radio"/></p> <p>Bo Cofer 152 <input checked="" type="radio"/></p> <p>MUNICIPAL BUDGET COMMITTEE</p> <p>Three Year Term Vote for not more than Three</p> <p>JAMES SPILLANE 452 <input checked="" type="radio"/></p> <p>WILLIAM VON HASSEL 477 <input checked="" type="radio"/></p> <p>BRADLEY BRIGGS 674 <input checked="" type="radio"/></p> <p>TERRY ROY 497 <input checked="" type="radio"/></p> <p>(Write-in)</p> <p>(Write-in)</p> <p>(Write-in)</p> <p>MUNICIPAL BUDGET COMMITTEE</p> <p>Two Year Term Vote for not more than One</p> <p>BONNIE BEAUBIEN 703 <input checked="" type="radio"/></p> <p>HARRIET E. CADY 288 <input checked="" type="radio"/></p> <p>(Write-in)</p>
<p>TRUSTEE OF TRUST FUNDS</p> <p>Three Year Term Vote for not more than One</p> <p>JOANNA WARING 856 <input checked="" type="radio"/></p> <p>(Write-in)</p>	<p>SUPERVISOR OF CHECKLIST</p> <p>One Year Term Vote for not more than One</p> <p>FRANCES "MAUREEN" QUINN 802 <input checked="" type="radio"/></p> <p>(Write-in)</p>	<p>PLANNING BOARD</p> <p>Three Year Term Vote for not more than One</p> <p>PETER J. SCHIBBELHUTE SR. 794 <input checked="" type="radio"/></p> <p>Perron 15 <input checked="" type="radio"/></p> <p>Cofer 5 <input checked="" type="radio"/></p> <p>(Write-in)</p>
<p>TRUSTEE OF PHILBRICK-JAMES LIBRARY</p> <p>Three Year Term Vote for not more than Three</p> <p>JANE MILLER 769 <input checked="" type="radio"/></p> <p>EMILY OXNARD 794 <input checked="" type="radio"/></p> <p>SADIE K. REED STIMMELL 682 <input checked="" type="radio"/></p> <p>(Write-in)</p> <p>(Write-in)</p> <p>(Write-in)</p>	<p>PLANNING BOARD</p> <p>Two Year Term Vote for not more than One</p> <p>HARRIET E. CADY 408 <input checked="" type="radio"/></p> <p>Bill Perron 260 <input checked="" type="radio"/></p> <p>(Write-in)</p>	<p>(Write-in)</p>

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 444
 NO 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 attest
 Kelly O. Roberts
 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

696
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 9-0-0*

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 \$61,090.88 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

*W. True Coy
R. Hest
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 742
NO 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 millfoil 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 752
NO 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 Gull 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 831
NO 277

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

YES 478
NO 585

YOU HAVE NOW COMPLETED VOTING THIS BALLOT

*A true cost/
Robttest
Kelly A. Roberts*

SAMPLE BALLOT



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

John D. Egan
 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.

<p>SCHOOL BOARD <small>Two Year Term</small> <small>Vote for not more than One (1)</small></p> <p>HARRIET E. CADY 232 ●</p> <p>GEORGIANNE "GIGI" KLIPA ●</p> <p>LEILA THOMPSON 15b ●</p> <p style="text-align: right;"><small>(Write in)</small></p>	<p>SCHOOL BOARD <small>Three Year Term</small> <small>Vote for not more than One (1)</small></p> <p>NATE OXNARD 652 ●</p> <p>KEVIN VERVILLE 372 ●</p> <p style="text-align: right;"><small>(Write in)</small></p>	<p>TREASURER <small>One Year Term</small> <small>Vote for not more than One (1)</small></p> <p>JUDITH LYNN MARSHALL ●</p> <p style="text-align: right;"><small>(Write in)</small></p>
<p>MODERATOR <small>One Year Term</small> <small>Vote for not more than One (1)</small></p> <p>ERIK GROSS ●</p> <p style="text-align: right;"><small>(Write in)</small></p>	<p>SCHOOL DISTRICT CLERK <small>One Year Term</small> <small>Vote for not more than One (1)</small></p> <p>JULIE A. O'BRIEN ●</p> <p style="text-align: right;"><small>(Write in)</small></p>	

678

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.

581
 YES ●
 NO
 502

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]

VOTE BOTH SIDES OF BALLOT

*True Copy of Hest
 John D. Egan
 3/12/19*

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	\$157,387
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
470

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

[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
436

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
255

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

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
293

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

VOTE BOTH SIDES OF BALLOT

Two copies
sent to
[unclear]

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 of Deerfield

Town Deliberative Session Minutes

February 1, 2020

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 Cub Scouts led the Pledge of Allegiance.

Board of Selectmen Present

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

Others Present

Dan Holdridge, Moderator; Erik K. Gross, Assistant Moderator; Attorney Nathan C. Midolo; Kelly Roberts, Certified Town Clerk / Tax Collector; Kim Crotty, Deputy Town Clerk / Tax Collector; Gary Duquette, Chief of Police; Matt Fisher, Fire Chief; 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.

Purpose, Rules, & Decorum

Ladies and gentlemen, this is the SB 2 Deliberative Session of the Deerfield Town Meeting, as defined in NH RSA 652:16-f. You will act as a legislative body to determine the final form of the Warrant Articles that will be voted on at this location, at the March 10th Town 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. 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 2020: 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. Please note, all Zoning Articles are not open to amendment per NH RSA 675:3. 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 10th 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 an LCD projector set up. The projector will have the original ballot on the wall to my left, for ease of following along and will be operated by our Deputy Town Clerk Kim Crotty. Mrs. Crotty will display the warrant article, and enter any 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 on the slips provided, and once acknowledged by the chair, read your suggested amendment into the microphone. Then, kindly bring the written amendment information to Mrs. Crotty to be typed up, and shown on the screen. Our goal is 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 the microphone. The chair will recognize members at the microphones in turn.

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 1st day of February 2020 at 9:00 a.m. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered One (1) through Twenty-two (22). 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 10, 2020. 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 \$4,300,001.00. Should this article be defeated, the default budget shall be \$3,960,253.00 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 5-0-0

Recommended by the Municipal Budget Committee 8-1-0

Estimated Tax Impact Proposed Budget \$7.34

Estimated Tax Impact Default Budget \$6.76

Herman Pretorius from the Municipal Budget Committee spoke in favor of the article. He explained some of the increases were as follows:

- ✓ Revaluation of properties will occur in 2020;
- ✓ Costs for FICA MEDI and personnel are up;
- ✓ The Building and Maintenance line is up mainly for the re-sealing and paving at the George B. White Building;
- ✓ There are increases in both the Police Department and Fire Department salaries;
- ✓ Library salaries are up due to personnel, and the addition of a new full-time Children's Librarian;
- ✓ The Emergency Management budget is up, however, this will be offset by a \$23,000 grant;
- ✓ The Transfer Station budget is up due to hauling costs, and lack of revenue from recyclables.

Amendment # 1 on Warrant Article # 1

Kevin Verville of McCarron Road, made the following amendment to the Full Time Fire/Rescue Employee budget line that was seconded by Amy Wiedmer, as follows:

“Amend Line 01-4220-04-110 from \$1.00 to \$0.00”

Discussion on Amendment:

Kevin Verville felt there was no reason to keep this line open, as the Fire Chief did not ask for it.

Zach Langlois spoke against the Amendment, as he feels that it should be left open in the event that it is needed.

Moderator Called for a Vote on Amendment # 1:

The nays have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

Amendment # 2 on Warrant Article # 1

Joanne Bradbury of Thurston Pond Rd, made the following amendment, seconded by Zach Langlois, as follows:

“Replace the period at the end of the first sentence with a question mark (?)”

Moderator Called for a Vote on Amendment # 2:

The ayes have it, the amendment overwhelmingly passes.

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

The amended article will appear on the ballot, as follows:

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 \$4,300,001.00? Should this article be defeated, the default budget shall be \$3,960,253.00 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 5-0-0

Recommended by the Municipal Budget Committee 8-1-0

Estimated Tax Impact Proposed Budget \$7.34

Estimated Tax Impact Default Budget \$6.76

Article # 2

Shall the Town vote to raise and appropriate the sum of \$200,000.00 for the purpose of repair and/or reconstruction of existing roads and associated drainage improvements? Shall the Town further authorize the Board of Selectmen to accept any and all State Aid or other revenue source that may become available for this work. The funds will be used for the improvement, reconstruction,

maintenance, crack sealing, and engineering of roads. This will be a non-lapsing appropriation as per RSA 32:7, VI and will not lapse until December 31, 2025.

Roadway Construction - Background: Road rehabilitation and reconstruction continues to be a challenge. In an effort to work towards a goal of improving overall road conditions within the Town, these funds will be utilized to systematically improve roads based on the results of the Road Service Management System Report completed by NH Southern Planning Commission and in consultation with the Road Agent. Road program priorities are generally guided by road condition, traffic volumes, and opportunities to coordinate road construction with other projects.

*Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.34*

Selectman Andrew Robertson spoke in favor for the article. He explained that the Board wanted to have the voters decide.

Kevin Verville asked if there was anyone that was running for the Highway Agent position in attendance that would speak to this article.

John Cooper, who is running for Highway Agent, stated that he was in support of this warrant article as written.

Amendment # 1 on Warrant Article # 2

Kevin Verville of McCarron Road, made the following amendment that was seconded by Phil Bilodeau, as follows:

“Change amount from \$200,000 to \$100,000.”

Discussion on Amendment:

Kevin Verville explained that he has been trying to add \$100,000 to the highway budget for road maintenance for several years, and that it never passes. He supports adding money, but feels the \$200,000 is too much, and will fail at the voting booth.

There was a scattering of discussion both for and against the proposed amendment.

Moderator Called for a Vote on Amendment # 1:
The nays have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

Amendment # 2 on Warrant Article # 2

Joanne Bradbury of Thurston Pond Rd, made the following amendment, seconded by Zach Langlois, as follows:

“Delete the Period (.) at the end of the second sentence, and insert a question mark (?)”

Moderator Called for a Vote on Amendment # 2:
The ayes have it, the amendment overwhelmingly passes.

BACK TO MAIN ARTICLE

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

The amended article will appear on the ballot, as follows:

Article # 2 Shall the Town vote to raise and appropriate the sum of \$200,000.00 for the purpose of repair and/or reconstruction of existing roads and associated drainage improvements? Shall the Town further authorize the Board of Selectmen to accept any and all State Aid or other revenue source that may become available for this work? The funds will be used for the improvement, reconstruction, maintenance, crack sealing, and engineering of roads. This will be a non-lapsing appropriation as per RSA 32:7, VI and will not lapse until December 31, 2025.

Roadway Construction - Background: Road rehabilitation and reconstruction continues to be a challenge. In an effort to work towards a goal of improving overall road conditions within the Town, these funds will be utilized to systematically improve roads based on the results of the Road Service Management System Report completed by NH Southern Planning Commission and in consultation with the Road Agent. Road program priorities are generally

guided by road condition, traffic volumes, and opportunities to coordinate road construction with other projects.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.34

Article # 3

To see if the town will vote to raise and appropriate up to the sum of \$65,000 to be placed in the previously established Winter Road Maintenance Expendable Trust Fund said funds come from unassigned fund balance. The fund will have a cap of \$100,000 in principal. 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

[CURRENT FUND BALANCE AS OF 12/31/19: \$38,481.67]

Selectman Andrew Robertson spoke in favor of the article.

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

Article # 4

To see if the town will raise and appropriate the sum of \$63,800 for the cost of a 2020/2021 Chevrolet Tahoe Fire Department Command Vehicle. The price includes a 75,000/7-year warranty. The intent is to use the current command vehicle for a trade in.

Recommended by the Board of Selectmen 3-2-0
Recommended by the Municipal Budget Committee 7-1-1
Estimated Tax Impact \$0.11

Selectman Andrew Robertson spoke in favor of the article. He further explained that while the Board of Selectmen were divided by their vote on this, they were all in agreement that a replacement vehicle was needed. They were not in agreement as to the type of vehicle.

Chief Matt Fisher spoke in favor of the article. He explained that the 2004 Chevy Tahoe needs to be replaced. He stated some of the issues with the vehicle are as follows:

- ✓ Lots of expensive repairs
- ✓ Vehicle failed State Inspection
- ✓ Vehicle has lots of rust

Herman Pretorius asked how much outfitting the new vehicle would cost?

Chief Matt Fisher explained that usually outfitting a vehicle is about 1/3 of the total price.

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

Article # 5

To see if the town will raise and appropriate the sum of \$58,813.00 for the salary and benefits (FICA, MEDI, Heath, Dental, NHRS) of a full-time children's librarian at the Philbrick-James Library. The salary would be \$35,000.00.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.10

Selectman Andrew Robertson spoke in support of the article.

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 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 5-0-0
Recommended by the Municipal Budget Committee 8-1-0

Selectman Andrew Robertson spoke in favor of the article. The current facilities of the Police Department are woefully inadequate, not up to legal standards, and a liability for the Town. Some of the major deficiencies of the current facility are as follows:

- ✓ Privacy issues (the interior walls do not go up to the ceiling. Private conversations can be heard throughout the space, and into the hallway near the Clerk's Office).
- ✓ The current facilities does not allow the separation of juvenile offenders from adult offenders (which is a violation of the Juvenile Justice and Delinquency Prevention Act of 1974).
- ✓ No private restroom (currently when someone is in custody and needs to use the bathroom they must be taken through a public hallway that is also shared with the Town Clerk's Office, Assessing Department, and Parks and Recreation Department).

Selectman Andrew Robertson explained that the Police Department Building Committee met several times last year, and they concluded that the best place to put the new Police Department is across the street from George B. White Building.

Police Chief Gary Duquette spoke in favor of the article. He explained that there is a desperate need for a new building. The current space is not safe or secure. He is unable to comply with federal laws regarding juveniles.

Mal Cameron stated it is time we all admit that our town desperately needs a new Police Department Building. He fully supports this article.

Kevin Verville stated he fully supports this article. He wanted to know if the proposed site would accommodate future additions for the Fire/Rescue Department?

Selectman Andrew Robertson answered Mr. Verville's questions by stating "yes" there is room to grow. He also noted that the proposed location would have the ability to have multiple access points: Raymond Rd, and Candia Rd.

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 \$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*

Selectman Andrew Robertson spoke in favor of the article.

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 raise and appropriate the sum of \$40,000.00, 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 8-0-1
Estimated Tax Impact \$0.07*

Selectman Andrew Robertson spoke in favor of the article.

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

Article # 9

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 9-0-0

Amendment # 1 on Warrant Article # 9

Fire Chief Matt Fisher, of Griffin Road, made the following amendment, seconded by Zach Langlois, as follows:

“Vote to raise and appropriate the sum of \$32,000 to be placed in the previously established”

Moderator Called for a Vote on Amendment # 1:

The ayes have it, the amendment overwhelmingly passes.

BACK TO MAIN ARTICLE

Amendment #2 on Warrant Article # 9

Nate Oxnard of Mt View Rd, made the following amendment, seconded by Zach Langlois, to remove the following wording from the article:

“further to name the Board of Selectmen as agents to expend from said fund.

Moderator Called for a Vote on Amendment # 2:

The ayes have it, the amendment overwhelmingly passes.

BACK TO MAIN ARTICLE

Amendment #3 on Warrant Article # 9

Nate Oxnard, of Mt View Rd, made the following amendment, seconded by Herman Pretorius, as follows:

“For the purpose of installing future cisterns.”

Moderator Called for a Vote on Amendment # 3:

The naves have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

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

The amended article will appear on the ballot, as follows:

Article # 9 To see if the town will vote to raise and appropriate the sum of \$32,000.00 to be placed in the previously established 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, with this amount to come from the 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 \$30,000 for the purpose of updating and amending the Town of Deerfield Master Plan in accordance with RSA 674:1-4 and 675:6.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 7-1-1

Estimated Tax Impact \$0.05

Selectman Fred McGarry spoke in favor of the warrant article. The current Master Plan is out of date, and was last approved in 2009.

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 up to \$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

[CURRENT FUND BALANCE AS OF 12/31/19: \$29,432.02]

Selectman Andrew Robertson spoke in favor of the article.

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 \$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 8-1-0

[CURRENT FUND BALANCE AS OF 12/31/19: \$43,939.24]

Selectman Andrew Robertson spoke in favor of the article.

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

Article # 13

To see if the town will vote to raise and appropriate the sum of \$15,100, \$7,550 to be withdrawn from the Parks and Recreation revolving fund, with the remaining amount to come from taxes, to be used for Town field maintenance, playground mulching, playground fencing at Hartford Brook Field, and tree trimming in the area which holds Parks and Recreation activities outside the George B. White Building.

INFORMATION: Hartford Brook houses the newest playground in Deerfield and fencing is needed to ensure that children are kept safe at play. The playground was built via major donations from Deerfield Cooperative Preschool, Deerfield Parks and Recreation and volunteer labor. Similarly, tree trimming is needed to ensure children stay safe by minimizing the risk of falling limbs along the property line at the GBW Building. Costs of field maintenance in 2020 consist of infield mix material for two of our four ballfields with a full infield restoration performed by a professional on one of the fields. Playground mulching covers the cost of new bark mulch on at all three of Deerfield's playgrounds locations.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 8-1-0
Estimated Tax Impact \$0.03

Selectman Jeff Shute spoke in favor of the article.

Amendment # 1 on Warrant Article # 13

Joanne Bradbury of Thurston Pond Rd, made the following amendment, seconded by Christine Pretorius, as follows:

“Insert the words “the sum of” before the phrase “\$7550 to be withdrawn”.”

Moderator Called for a Vote on Amendment # 1:

The ayes have it, the amendment overwhelmingly passes.

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

The amended article will appear on the ballot, as follows:

Article # 13 To see if the town will vote to raise and appropriate the sum of \$15,100, the sum of \$7,550 to be withdrawn from the Parks and Recreation revolving fund, with the remaining amount to come from taxes, to be used for Town field maintenance, playground mulching, playground fencing at Hartford Brook Field, and tree trimming in the area which holds Parks and Recreation activities outside the George B. White Building.

INFORMATION: Hartford Brook houses the newest playground in Deerfield and fencing is needed to ensure that children are kept safe at play. The playground was built via major donations from Deerfield Cooperative Preschool, Deerfield Parks and Recreation and volunteer labor. Similarly, tree trimming is needed to ensure children stay safe by minimizing the risk of falling limbs along the property line at the GBW Building. Costs of field maintenance in 2020 consist of infield mix material for two of our four ballfields with a full infield restoration performed by a professional on one of the fields. Playground mulching covers the cost of new bark mulch on at all three of Deerfield’s playgrounds locations.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 8-1-0
Estimated Tax Impact \$0.03

Article # 14

To see if the town will vote to raise and appropriate the sum of \$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 9-0-0
Estimated Tax Impact \$0.02

[CURRENT FUND BALANCE AS OF 12/31/19: \$41,500.08]

Selectman Andrew Robertson spoke in favor of the article.

Fire Chief Matt Fisher spoke in favor of the article.

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

Article # 15

To see if the Town will vote to raise and appropriate the sum of \$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 Andrew Robertson spoke in favor of the warrant article.

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

Article # 16

To see if the town will vote to raise and appropriate the sum of \$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 9-0-0
Estimated Tax Impact \$0.01

Selectman Richard Pitman spoke in favor of the warrant article, and explained that the program has been working out well.

Andrea Hotaling of Lake View Lane, and member of the Pleasant Lake Association, spoke in favor of the article, and provided the following statistics from 2019:

- ✓ 3155 boats inspected;
- ✓ 8500 funds spent 2019
- ✓ 924 hours of paid attendant service.
- ✓ 741 hours of volunteer service.

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

Article # 17

To see if the Town will adopt the provisions of RSA 72:35 allowing the maximum veterans' tax credit for service-connected total disability in the amount of \$4,000.00.

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

Selectman Andrew Robertson spoke in favor of the warrant article, explaining that the Board was not aware that Town was not using the maximum allowable credit.

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

Article # 18

To see if the Town will adopt the provisions of RSA 72:28 allowing the maximum veterans' tax credit in the amount of \$750.00.

Recommended by the Board of Selectmen 5-0-0

Recommended by the Municipal Budget Committee 9-0-0

Selectman Andrew Robertson spoke in favor of the warrant article, explaining that the Board was not aware that Town was not using the maximum allowable credit.

Article # 19

To see if the Town will vote to urge the NH General Court to carry out the 2020 redistricting by the appointment of an independent commission chartered to map districts which are not intended to favor a particular political party and which minimize multi-seat districts.

The record of the vote approving this article shall be transmitted by written notice from the select board to the town of Deerfield's state legislators and governor of New Hampshire informing them of the instructions from their constituents with thirty [30] days of the vote. [sic]

(Petition Warrant Article)

Attorney Nathan C. Midolo, stated that this warrant article is advisory only.

John Dubiansky spoke in favor of this warrant article. He explained that presently there is a spattering of districts. This article would help eliminate party favoritism, and minimize multi-seat districts.

Kevin Verville, of McCarron Road, and New Hampshire State Representative, said the best way to effectuate change is to reach out to committee members and representatives directly.

Maureen Mann spoke in favor of the warrant article. She stated back in 2006 over 70% people voted in favor of having one representative per town. She explained that this would be the best possible representation for constituents to have with their representatives.

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

Article # 20

We the undersigned believe changing the fee on use of the town hall by the Board of Selectman from \$0.00 to \$75.00 is too much for non-profit organizations. We suggest the fee should be no more than \$25.00. [sic]

(Petition Warrant Article)

Amendment # 1 on Warrant Article # 20

James Sullivan of Wild Turkey Rd, made the following amendment, seconded by Carol Levesque, as follows:

“To see if the Town will agree that the fee for the use of the Town Hall by Deerfield non-profit organizations will be zero dollars.”

Lynn Garland, of Nottingham Rd, spoke in favor of the amendment, stating there is a need for public meeting spaces. She would like to see the Town Hall building used more, not less, and that the \$75.00 is a barrier for people. She explained that there is a rich history of volunteerism in Deerfield, and the Town Hall should be a hub for the community. She went on to read a quote that one of her 4H students told her:

“Volunteering is the ultimate exercise in democracy. You vote in elections, but when you volunteer you vote everyday about the kind of community you want to live in.”

Selectman Andrew Robertson stated that the Board of Selectmen routinely waives fees for nonprofits.

Moderator Called for a Vote on Amendment # 1:

The ayes have it, the amendment overwhelmingly passes.

BACK TO MAIN ARTICLE

Amendment # 2 on Warrant Article # 20

Amanda Sears, of Birch Rd, made the following amendment, seconded by Kevin Verville, as follows:

“Not for profit community entity.”

There was a scattering of discussion regarding this amendment changes the subject matter, making it invalid.

Moderator Called for a Vote on Amendment # 2:
The nays have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

There was a scattering of discussion on how to make the warrant article enforceable as opposed to advisory.

Amendment # 3 on Warrant Article # 20

James Sullivan, of Wild Turkey Rd, made the following amendmen0t, seconded by Kevin Verville, as follows:

“To see if the Town will agree that the fee for the use of the Town Hall by Deerfield non-profit organizations shall be zero dollars.”

Moderator Called for a Vote on Amendment # 3:
The nays have it, the amendment overwhelmingly fails.

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

The amended article will appear on the ballot, as follows:

**Article # 20 To see if the Town will agree that the fee for the use of the Town Hall by Deerfield non-profit organizations will be zero dollars.
(Petition Warrant Article)**

Article # 21

Per NH RSA 289.6 and NH RSA 30:130

Shall the Town of Deerfield delegate the duties and responsibilities for maintenance of the town cemeteries to the board of selectmen? [*sic*]

If the majority vote in the affirmative then the delegation shall take effect 90 days after adoption and shall continue until rescinded by vote of the town meeting.

Contractor line of the cemetery budget shall be deleted and that amount added to the appropriate line in the town general budget. [sic]

(Petition Warrant Article)

Maureen Mann, of Stage Rd, and a Trustee of Cemetery Commission, spoke in favor of this warrant article. She explained that by turning over the maintenance responsibilities to the Board of Selectmen, the contractor line would be moved to the general budget, allowing the trustees to focus on the cemeteries. The prior Superintendent of the cemeteries retired the end of 2018, and did the work with very little compensation. He performed a lot of work on his own, using his own equipment. There are no funds to hire a replacement, and the committee feels the best way to care for the cemeteries is to turn over the maintenance responsibilities to the Town.

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

Article # 22

That the residents of the Town of Deerfield, NH adopt rules for towing in the Town of Deerfield, with these rules to include, but not be limited to:

- Any company towing for the town must have a storage yard located in Town, to avoid undue stress on car owners collecting their vehicles which have been towed.
- When a disabled vehicle blocks or partially blocks a road, the closest available tow company will be called instead of waiting for an alternate service such as an auto club, in order to reopen the roadway as quickly as possible.
- The Deerfield Police department will be responsible for any payments to the towing company if a Deerfield policeman orders the vehicle towed elsewhere than a Deerfield storage yard and the owner of the vehicle is unable to pay. [sic]

(Petition Warrant Article)

Attorney Nathan C. Midolo, stated that this warrant article is non-binding and advisory in nature. He noted that there are several legal concerns this warrant article raises.

Amendment # 1 on Warrant Article # 22

Matt Bourque, of Nottingham Rd, made the following amendment, seconded by James Sullivan, as follows:

“To read that the Board of Selectmen establish rules for towing of vehicles in Deerfield to include the following”

Moderator Called for a Vote on Amendment # 1:
The naves have it, the amendment overwhelmingly fails.

BACK TO MAIN ARTICLE

Amendment # 2 on Warrant Article # 22:

Joanne Bradbury of Thurston Pond Rd, made the following amendment, seconded by Herman Pretorius, as follows:

“Shall we express and advisory view that the Town’s towing policies and procedures be determined by the Police Department, as is the practice at the present time?”

Moderator Called for a Vote on Amendment # 2:
Seeing that the vote was close, the Moderator called for a secret ballot.

SECRET BALLOT A ON AMENDMENT # 2:

Moderator called the following Inspectors of Election forward to collect and count the secret ballot votes: Joan Bilodeau, Phil Bilodeau, and Cindy Tomilson.

Moderator read the results as follows:

YES = 47

NO - 23

The ayes have it, the amendment overwhelmingly passes.

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

The amended article will appear on the ballot, as follows:

Article # 22 Shall we express an advisory view that the Town's towing policies and procedures be determined by the Police Department, as is the practice at the present time?

(Petition Warrant Article)

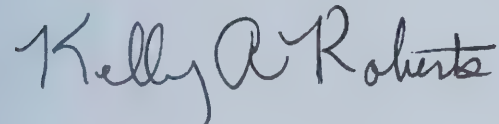
Motion to Adjourn:

Erick Berglund, of Nottingham Rd, made a motion to adjourn the meeting, seconded by John Dubiasnky. Meeting ended at 1:00 pm

Statistics:

91 voters checked in with the Supervisors of the Checklist to participate in the meeting.

Minutes transcribed and respectfully submitted by,



Kelly Roberts, Certified Town Clerk/Tax Collector



Proposed Budget
Deerfield

For the period beginning January 1, 2020 and ending December 31, 2020

Form Due Date: 20 Days after the Annual Meeting

This form was posted with the warrant on: _____

BUDGET COMMITTEE 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
BONNIE BEAUSIEN	MBC	Bonnie Beausien
R. Andrew Robertson	BOS	R. Andrew Robertson
PHILIP H. BILODEAU	MBC	Philip H. Bilodeau
JO ANNE BRADBURY	MBC	Jo Anne Bradbury
HERMAN KRETZLIUS	MBC	Herman Kretzius
Leech J. Taylor	SB	Leech J. Taylor

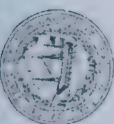
This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

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



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
General Government								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	01	\$334,795	\$359,161	\$381,656	\$0	\$381,656	\$0
4140-4149	Election, Registration, and Vital Statistics	01	\$6,862	\$11,713	\$18,257	\$0	\$18,257	\$0
4150-4151	Financial Administration	01	\$72,523	\$56,901	\$61,404	\$0	\$61,404	\$0
4152	Revaluation of Property	01	\$80,360	\$91,880	\$145,457	\$0	\$145,457	\$0
4153	Legal Expense	01	\$8,535	\$43,572	\$42,000	\$0	\$42,000	\$0
4155-4159	Personnel Administration	01	\$85,030	\$85,506	\$95,100	\$0	\$95,100	\$0
4191-4193	Planning and Zoning	01	\$38,676	\$47,875	\$46,388	\$0	\$46,388	\$0
4194	General Government Buildings	01	\$204,379	\$223,416	\$301,892	\$0	\$301,892	\$0
4195	Cemeteries	01	\$19,865	\$21,452	\$41,401	\$0	\$41,401	\$0
4196	Insurance	01	\$308,582	\$446,825	\$430,590	\$0	\$430,590	\$0
4197	Advertising and Regional Association	01	\$4,389	\$4,019	\$4,390	\$0	\$4,390	\$0
4199	Other General Government		\$0	\$0	\$0	\$0	\$0	\$0
General Government Subtotal					\$1,163,996	\$1,392,320	\$1,568,535	\$0
Public Safety								
4210-4214	Police	01	\$743,805	\$750,314	\$799,243	\$0	\$799,243	\$0
4215-4219	Ambulance	01	\$12,500	\$11,500	\$13,000	\$0	\$13,000	\$0
4220-4229	Fire	01	\$270,289	\$275,999	\$305,069	\$0	\$305,070	\$0
4240-4249	Building Inspection	01	\$49,224	\$50,992	\$53,623	\$0	\$53,623	\$0
4290-4298	Emergency Management	01	\$11,532	\$7,368	\$41,944	\$0	\$41,944	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
Public Safety Subtotal					\$1,095,173	\$1,212,879	\$1,212,880	\$0
Airport/Aviation Center								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
Airport/Aviation Center Subtotal					\$0	\$0	\$0	\$0



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	
Highways and Streets									
4311	Administration	01	\$218,131	\$205,658	\$214,236	\$214,236	\$214,236	\$0	
4312	Highways and Streets	01	\$642,646	\$551,934	\$551,548	\$551,548	\$551,548	\$0	
4313	Bridges	01	\$0	\$1	\$1	\$1	\$1	\$0	
4316	Street Lighting		\$0	\$0	\$0	\$0	\$0	\$0	
4319	Other	01	\$400	\$400	\$400	\$400	\$400	\$0	
			\$861,177	\$757,993	\$766,185	\$766,185	\$766,185	\$0	
			Highways and Streets Subtotal						
Sanitation									
4321	Administration	01	\$78,080	\$74,591	\$81,492	\$81,492	\$81,492	\$0	
4323	Solid Waste Collection	01	\$24,066	\$43,344	\$51,028	\$51,028	\$51,028	\$0	
4324	Solid Waste Disposal	01	\$241,196	\$235,101	\$268,002	\$268,002	\$268,002	\$0	
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0	\$0	\$0	
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0	
			\$343,342	\$353,036	\$400,522	\$400,522	\$400,522	\$0	
			Sanitation Subtotal						
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	
			\$0	\$0	\$0	\$0	\$0	\$0	
			Water Distribution and Treatment Subtotal						
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	
			\$0	\$0	\$0	\$0	\$0	\$0	
			Electric Subtotal						



Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Not Recommended)
Health								
4411	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4414	Pest Control	01	\$3,006	\$6,202	\$6,202	\$0	\$6,202	\$0
4415-4419	Health Agencies, Hospitals, and Other	01	\$30,300	\$34,316	\$38,816	\$0	\$38,816	\$0
	Health Subtotal		\$33,306	\$40,518	\$45,018	\$0	\$45,018	\$0
Welfare								
4441-4442	Administration and Direct Assistance	01	\$31,744	\$69,777	\$71,081	\$0	\$71,081	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0	\$0	\$0
	Welfare Subtotal		\$31,744	\$69,777	\$71,081	\$0	\$71,081	\$0
Culture and Recreation								
4520-4529	Parks and Recreation	01	\$89,876	\$97,984	\$114,139	\$0	\$114,141	\$0
4550-4559	Library	01	\$102,663	\$106,809	\$116,635	\$0	\$117,091	\$0
4583	Patriotic Purposes	01	\$600	\$1,200	\$1,200	\$0	\$1,200	\$0
4589	Other Culture and Recreation		\$0	\$0	\$0	\$0	\$0	\$0
	Culture and Recreation Subtotal		\$193,139	\$205,993	\$231,974	\$0	\$232,432	\$0
Conservation and Development								
4611-4612	Administration and Purchasing of Natural Resources		\$0	\$0	\$0	\$0	\$0	\$0
4619	Other Conservation	01	\$2,771	\$2,777	\$3,347	\$0	\$3,347	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0	\$0	\$0
	Conservation and Development Subtotal		\$2,771	\$2,777	\$3,347	\$0	\$3,347	\$0



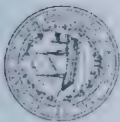
Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2019	Appropriations for period ending 12/31/2019	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2020 (Recommended) (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
			\$0	\$1	\$1	\$0	\$1	\$0
Debt Service Subtotal								
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
			\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay Subtotal								
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
			\$0	\$0	\$0	\$0	\$0	\$0
Operating Transfers Out Subtotal								
					\$4,299,542	\$0	\$4,300,001	\$0
Total Operating Budget Appropriations								



Special Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for Appropriations for 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for Appropriations for 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for 12/31/2020 (Recommended) (Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0	\$0	\$0
4916	To Expendable Trust Fund		\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0
4312	Highways and Streets	02	\$200,000	\$0	\$200,000	\$0
		<i>Purpose: Road Repair and Reconstruction</i>				
4915	To Capital Reserve Fund	07	\$50,000	\$0	\$50,000	\$0
		<i>Purpose: Fire Apparatus & Equipment CRF</i>				
4915	To Capital Reserve Fund	14	\$10,000	\$0	\$10,000	\$0
		<i>Purpose: Rescue Vehicles and Equipment CRF</i>				
4916	To Expendable Trusts/Fiduciary Funds	03	\$65,000	\$0	\$65,000	\$0
		<i>Purpose: Winter Road Maintenance</i>				
4916	To Expendable Trusts/Fiduciary Funds	06	\$50,000	\$0	\$50,000	\$0
		<i>Purpose: Police Department Building Trust Fund</i>				
4916	To Expendable Trusts/Fiduciary Funds	09	\$32,000	\$0	\$32,000	\$0
		<i>Purpose: Fire Department Emergency Water Supply</i>				
4916	To Expendable Trusts/Fiduciary Funds	11	\$25,000	\$0	\$25,000	\$0
		<i>Purpose: Municipal Government Buildings Infrastructure</i>				
4916	To Expendable Trusts/Fiduciary Funds	12	\$20,000	\$0	\$20,000	\$0
		<i>Purpose: Fire Department Vehicle and Equipment ETF</i>				
	Total Proposed Special Articles		\$452,000	\$0	\$452,000	\$0



Individual Warrant Articles

Account	Purpose	Article	Purpose:	Selectmen's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Selectmen's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)	Budget Committee's Appropriations for Appropriations for period ending 12/31/2020 (Recommended) (Not Recommended)
4130-4139	Executive	08	Staff COLA raises	\$5,040	\$0	\$5,040	\$0
4150-4151	Financial Administration	08	Staff COLA raises	\$884	\$0	\$884	\$0
4152	Revaluation of Property	08	Staff COLA raises	\$363	\$0	\$363	\$0
4155-4159	Personnel Administration	08	Staff COLA raises	\$7,552	\$0	\$7,552	\$0
4191-4193	Planning and Zoning	10	Staff COLA raises	\$30,000	\$0	\$30,000	\$0
4191-4193	Planning and Zoning	08	Amend Deerfield Master Plan	\$305	\$0	\$305	\$0
4194	General Government Buildings	08	Staff COLA raises	\$771	\$0	\$771	\$0
4210-4214	Police	08	Staff COLA raises	\$10,928	\$0	\$10,928	\$0
4220-4229	Fire	08	Staff COLA raises	\$2,927	\$0	\$2,927	\$0
4240-4249	Building Inspection	08	Staff COLA raises	\$1,148	\$0	\$1,148	\$0
4311	Administration	08	Staff COLA raises	\$4,285	\$0	\$4,285	\$0
4321	Administration	08	Staff COLA raises	\$1,630	\$0	\$1,630	\$0
4414	Pest Control	08	Staff COLA raises	\$60	\$0	\$60	\$0
4441-4442	Administration and Direct Assistance	08	Staff COLA raises	\$537	\$0	\$537	\$0



Individual Warrant Articles

Account	Purpose	Article	Selectmen's Appropriations for 12/31/2020 (Recommended)	Selectmen's Appropriations for 12/31/2020 (Not Recommended)	Budget Committee's Appropriations for 12/31/2020 (Recommended)	Budget Committee's Appropriations for 12/31/2020 (Not Recommended)
4520-4529	Parks and Recreation	08	\$1,915	\$0	\$1,915	\$0
		<i>Purpose: Staff COLA raises</i>				
4520-4529	Parks and Recreation	13	\$15,100	\$0	\$15,100	\$0
		<i>Purpose: Town Field Maintenance</i>				
4550-4559	Library	05	\$58,813	\$0	\$58,813	\$0
		<i>Purpose: Children's Librarian</i>				
4550-4559	Library	08	\$1,623	\$0	\$1,623	\$0
		<i>Purpose: Staff COLA raises</i>				
4619	Other Conservation	08	\$32	\$0	\$32	\$0
		<i>Purpose: Staff COLA raises</i>				
4619	Other Conservation	15	\$8,000	\$0	\$8,000	\$0
		<i>Purpose: Northwood Lake Milfoil</i>				
4619	Other Conservation	16	\$2,500	\$0	\$2,500	\$0
		<i>Purpose: Pleasant Lake Attendants</i>				
4902	Machinery, Vehicles, and Equipment	04	\$63,800	\$0	\$63,800	\$0
		<i>Purpose: Purchase of Fire/Rescue Command Vehicle</i>				
Total Proposed Individual Articles			\$218,213	\$0	\$218,213	\$0

Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectmen's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
Taxes					
3120	Land Use Change Tax - General Fund	01	\$48,329	\$20,000	\$20,000
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	01	\$30,597	\$20,000	\$20,000
3186	Payment in Lieu of Taxes		\$0	\$0	\$0
3187	Excavation Tax	01	\$524	\$250	\$250
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	01	\$83,022	\$60,000	\$60,000
9991	Inventory Penalties		\$0	\$0	\$0
	Taxes Subtotal		\$162,472	\$100,250	\$100,250
Licenses, Permits, and Fees					
3210	Business Licenses and Permits	01	\$32,615	\$30,000	\$30,000
3220	Motor Vehicle Permit Fees	01	\$1,101,064	\$1,050,000	\$1,050,000
3230	Building Permits	01	\$47,108	\$45,000	\$45,000
3290	Other Licenses, Permits, and Fees	01	\$32,775	\$40,000	\$40,000
3311-3319	From Federal Government		\$0	\$0	\$0
	Licenses, Permits, and Fees Subtotal		\$1,213,562	\$1,165,000	\$1,165,000
State Sources					
3351	Shared Revenues	01	\$50,144	\$50,144	\$50,144
3352	Meals and Rooms Tax Distribution	01	\$234,548	\$230,000	\$230,000
3353	Highway Block Grant	01	\$153,872	\$150,000	\$150,000
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement	01	\$1,348	\$1,200	\$1,200
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)		\$9,778	\$0	\$0
3379	From Other Governments		\$0	\$0	\$0
	State Sources Subtotal		\$449,690	\$431,344	\$431,344



Revenues

Account	Source	Article	Actual Revenues for period ending 12/31/2019	Selectmen's Estimated Revenues for period ending 12/31/2020	Budget Committee's Estimated Revenues for period ending 12/31/2020
Charges for Services					
3401-3406	Income from Departments	01	\$71,232	\$65,000	\$65,000
3409	Other Charges		\$1,760	\$0	\$0
Charges for Services Subtotal			\$72,992	\$65,000	\$65,000
Miscellaneous Revenues					
3501	Sale of Municipal Property	04	\$0	\$0	\$1,500
3502	Interest on Investments	01	\$27,399	\$20,000	\$20,000
3503-3509	Other	01	\$19,352	\$15,000	\$15,000
Miscellaneous Revenues Subtotal			\$46,751	\$35,000	\$36,500
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)	13	\$0	\$7,550	\$7,550
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		\$139,325	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
Interfund Operating Transfers In Subtotal			\$139,325	\$7,550	\$7,550
Other Financing Sources					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	09, 12, 03, 11	\$0	\$142,000	\$142,000
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
Other Financing Sources Subtotal			\$0	\$142,000	\$142,000
Total Estimated Revenues and Credits			\$2,084,792	\$1,946,144	\$1,947,644



Budget Summary

Item	Selectmen's Period ending 12/31/2020 (Recommended)	Budget Committee's Period ending 12/31/2020 (Recommended)
Operating Budget Appropriations	\$4,299,542	\$4,300,001
Special Warrant Articles	\$452,000	\$452,000
Individual Warrant Articles	\$218,213	\$218,213
Total Appropriations	\$4,969,755	\$4,970,214
Less Amount of Estimated Revenues & Credits	\$1,946,144	\$1,947,644
Estimated Amount of Taxes to be Raised	\$3,023,611	\$3,022,570



Supplemental Schedule

1. Total Recommended by Budget Committee	\$4,970,214
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)	\$4,970,214
8. 10% of Amount Recommended, Less Exclusions (Line 7 x 10%)	\$497,021
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:	
(\$5,467,235	
(Line 1 + Line 8 + Line 11 + Line 12)	



Default Budget of the Municipality

Deerfield

For the period beginning January 1, 2020 and ending December 31, 2020

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
R. Andrew Robertson	Chair, Board of Selectmen	
Richard Pitman	Vice-Chair, Board of Selectmen	
Jeffrey Shute	Selectman	
Frederick McGarry	Selectman	
Cynthia 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/>



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	\$4,780	\$0	\$363,941
4140-4149	Election, Registration, and Vital Statistics	\$11,713	\$0	\$0	\$11,713
4150-4151	Financial Administration	\$56,901	\$849	\$0	\$57,750
4152	Revaluation of Property	\$91,880	\$435	\$0	\$92,315
4153	Legal Expense	\$43,572	\$0	\$0	\$43,572
4155-4159	Personnel Administration	\$85,506	\$1,845	\$0	\$87,351
4191-4193	Planning and Zoning	\$47,875	\$313	\$0	\$48,188
4194	General Government Buildings	\$223,416	\$608	\$0	\$224,024
4195	Cemeteries	\$21,452	\$0	\$0	\$21,452
4196	Insurance	\$446,825	\$5,935	\$0	\$452,760
4197	Advertising and Regional Association	\$4,019	\$0	\$0	\$4,019
4199	Other General Government	\$0	\$0	\$0	\$0
General Government Subtotal		\$1,392,320	\$14,765	\$0	\$1,407,085
Public Safety					
4210-4214	Police	\$750,314	\$13,135	\$0	\$763,449
4215-4219	Ambulance	\$11,500	\$0	\$0	\$11,500
4220-4229	Fire	\$275,999	\$2,603	\$0	\$278,602
4240-4249	Building Inspection	\$50,992	\$1,114	\$0	\$52,106
4290-4298	Emergency Management	\$7,368	\$0	\$0	\$7,368
4299	Other (Including Communications)	\$0	\$0	\$0	\$0
Public Safety Subtotal		\$1,096,173	\$16,852	\$0	\$1,113,025
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	\$4,133	\$0	\$209,791
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	\$4,133	\$0	\$762,126



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Sanitation					
4321	Administration	\$74,591	\$1,600	\$0	\$76,191
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	\$1,600	\$0	\$354,636
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	\$64	\$0	\$6,266
4415-4419	Health Agencies, Hospitals, and Other	\$34,316	\$0	\$0	\$34,316
Health Subtotal		\$40,518	\$64	\$0	\$40,582
Welfare					
4441-4442	Administration and Direct Assistance	\$69,777	\$520	\$0	\$70,297
4444	Intergovernmental Welfare Payments	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0	\$0	\$0
Welfare Subtotal		\$69,777	\$520	\$0	\$70,297
Culture and Recreation					
4520-4529	Parks and Recreation	\$97,984	\$1,880	\$0	\$99,864
4550-4559	Library	\$106,809	\$1,821	\$0	\$108,630
4583	Patriotic Purposes	\$1,200	\$0	\$0	\$1,200
4589	Other Culture and Recreation	\$0	\$0	\$0	\$0
Culture and Recreation Subtotal		\$205,993	\$3,701	\$0	\$209,694



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	\$30	\$0	\$2,807
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
Conservation and Development Subtotal		\$2,777	\$30	\$0	\$2,807
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		\$3,918,588	\$41,665	\$0	\$3,960,253



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
4311	wage increases
4321	wage increases
4441-4442	wage increase
4240-4249	wage increases
4130-4139	wages increase
4150-4151	wage increase
4220-4229	wage increases
4194	wage increase
4196	wage increase, increase in policies
4550-4559	wage increases
4619	wage increase
4520-4529	wage increases
4155-4159	wage increase
4414	wage increase
4191-4193	wage increase
4210-4214	wage increases
4152	wage increase

STATE OF NEW HAMPSHIRE

[As amended 2/1/20]

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 1st day of February 2020 at 9:00 a.m. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered One (1) through Twenty-two (22). 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 10, 2020. 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.

Zoning Amendment # 1:

Are you in favor of the adoption of the amendment to Section 210 Wetlands Conservation District of the existing Town of Deerfield Zoning Ordinance as proposed by the planning board? Revisions to Section 210 Wetlands Conservation District include updated language consistent with current definitions in the State of New Hampshire Wetlands Regulations which are based on definitions established by the U.S. Army Corps of Engineers. The revisions clarify existing subsections such as the purpose, permitted uses, conditional use, and general provisions. One new section on prohibited uses was added to specify potential threats to wetlands and surface waters, such as salt sheds and hazardous waste facilities. Finally, the district boundaries have been revised to include wetlands as well as areas within 100 feet of the wetland area. The boundaries also specify what is not included in the wetland district – manmade ditches and ponds and other similar manmade water bodies. The Deerfield Planning Board voted to support this amendment by a vote of 4-0-1.

Article # 1 **As amended on Saturday, February 1, 2020 -** 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 \$4,300,001.00? Should this article be defeated, the default budget shall be \$3,960,253.00 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 5-0-0
Recommended by the Municipal Budget Committee 8-1-0
Estimated Tax Impact Proposed Budget \$7.34
Estimated Tax Impact Default Budget \$6.76

Article # 2 **As amended on Saturday, February 1, 2020 -** Shall the Town vote to raise and appropriate the sum of \$200,000.00 for the purpose of repair and/or reconstruction of existing roads and associated drainage improvements? Shall the Town further authorize the Board of Selectmen to accept any and all State Aid or other revenue source that may become available for this work? The funds will be used for the improvement, reconstruction, maintenance, crack sealing, and engineering of roads. This will be a non-lapsing appropriation as per RSA 32:7, VI and will not lapse until December 31, 2025.

Roadway Construction - Background: *Road rehabilitation and reconstruction continues to be a challenge. In an effort to work towards a goal of improving overall road conditions within the Town, these funds will be utilized to systematically improve roads based on the results of the Road Service Management System Report completed by NH Southern Planning Commission and in consultation with the Road Agent. Road program priorities are generally guided by road condition, traffic volumes, and opportunities to coordinate road construction with other projects.*

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.34

Article # 3 To see if the town will vote to raise and appropriate up to the sum of \$65,000 to be placed in the previously established Winter Road Maintenance Expendable Trust Fund said funds come from unassigned fund balance. The fund will have a cap of \$100,000 in principal. 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 # 4 To see if the town will raise and appropriate the sum of \$63,800 for the cost of a 2020/2021 Chevrolet Tahoe Fire Department Command Vehicle. The price includes a 75,000/7-year warranty. The intent is to use the current command vehicle for a trade in.

Recommended by the Board of Selectmen 3-2-0
Recommended by the Municipal Budget Committee 7-1-1

Article # 5 To see if the town will raise and appropriate the sum of \$58,813.00 for the salary and benefits (FICA, MEDI, Heath, Dental, NHRS) of a full-time children's librarian at the Philbrick-James Library. The salary would be \$35,000.00.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 9-0-0
Estimated Tax Impact \$0.10

Article # 6 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 5-0-0
Recommended by the Municipal Budget Committee 8-1-0
Estimated Tax Impact \$0.09

Article # 7 To see if the town will vote to raise and appropriate the sum of \$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 # 8 To see if the Town will vote to raise and appropriate the sum of \$40,000.00, 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 8-0-1
Estimated Tax Impact \$0.07

Article # 9 **As amended on Saturday, February 1, 2020 -** To see if the town will vote to raise and appropriate the sum of \$32,000.00 to be placed in the previously established 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, with this amount to come from the 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 \$30,000 for the purpose of updating and amending the Town of Deerfield Master Plan in accordance with RSA 674:1-4 and 675:6.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 7-1-1
Estimated Tax Impact \$0.05

Article # 11 To see if the town will vote to raise and appropriate the sum of up to \$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 # 12 To see if the town will vote to raise and appropriate the sum of \$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 8-1-0

Article # 13 As amended on Saturday, February 1, 2020 - To see if the town will vote to raise and appropriate the sum of \$15,100, the sum of \$7,550 to be withdrawn from the Parks and Recreation revolving fund, with the remaining amount to come from taxes, to be used for Town field maintenance, playground mulching, playground fencing at Hartford Brook Field, and tree trimming in the area which holds Parks and Recreation activities outside the George B. White Building.

INFORMATION: Hartford Brook houses the newest playground in Deerfield and fencing is needed to ensure that children are kept safe at play. The playground was built via major donations from Deerfield Cooperative Preschool, Deerfield Parks and Recreation and volunteer labor. Similarly, tree trimming is needed to ensure children stay safe by minimizing the risk of falling limbs along the property line at the GBW Building. Costs of field maintenance in 2020 consist of infield mix material for two of our four ballfields with a full infield restoration performed by a professional on one of the fields. Playground mulching covers the cost of new bark mulch on at all three of Deerfield's playgrounds locations.

Recommended by the Board of Selectmen 5-0-0
Recommended by the Municipal Budget Committee 8-1-0
Estimated Tax Impact \$0.03

Article # 14 To see if the town will vote to raise and appropriate the sum of \$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 9-0-0
Estimated Tax Impact \$0.02

Article # 15 To see if the Town will vote to raise and appropriate the sum of \$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 # 16 To see if the town will vote to raise and appropriate the sum of \$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 9-0-0
Estimated Tax Impact \$0.01

Article # 17 To see if the Town will adopt the provisions of RSA 72:35 allowing the maximum veterans' tax credit for service-connected total disability in the amount of \$4,000.00.

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

Article # 18 To see if the Town will adopt the provisions of RSA 72:28 allowing the maximum veterans' tax credit in the amount of \$750.00.

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

Article # 19 To see if the Town will vote to urge the NH General Court to carry out the 2020 redistricting by the appointment of an independent commission chartered to map districts which are not intended to favor a particular political party and which minimize multi-seat districts.

The record of the vote approving this article shall be transmitted by written notice from the select board to the town of Deerfield's state legislators and governor of New Hampshire informing them of the instructions from their constituents with thirty [30] days of the vote. [*sic*]

(Petition Warrant Article)

Article # 20 As amended on Saturday, February 1, 2020 - To see if the Town will agree that the fee for the use of the Town Hall by Deerfield non-profit organizations will be zero dollars.

(Petition Warrant Article)

Article # 21 Per NH RSA 289.6 and NH RSA 30:130

Shall the Town of Deerfield delegate the duties and responsibilities for maintenance of the town cemeteries to the board of selectmen? [*sic*]

If the majority vote in the affirmative then the delegation shall take effect 90 days after adoption and shall continue until rescinded by vote of the town meeting. Contractor line of the cemetery budget shall be deleted and that amount added to the appropriate line in the town general budget. [*sic*]

(Petition Warrant Article)

Article # 22 As amended on Saturday, February 1, 2020 - Shall we express an advisory view that the Town's towing policies and procedures be determined by the Police Department, as is the practice at the present time?

(Petition Warrant Article)

Given our hands and seal this 24th day of January in the year of our Lord Two Thousand and Twenty.

R. Andrew Robertson, Chairman

Richard W. Pitman, Vice Chairman

Jeffrey Shute

Frederick J. McGarry

Cynthia B. McHugh

*TOWN OF DEERFIELD
BOARD OF SELECTMEN*

A True copy,
Attest:

R. Andrew Robertson, Chairman

Richard W. Pitman, Vice Chairman

Jeffrey Shute

*TOWN OF DEERFIELD
BOARD OF SELECTMEN*

Town Seal

Frederick J. McGarry

Cynthia B. McHugh



2019

FINANCIAL REPORTS

TOWN OF DEERFIELD, NEW HAMPSHIRE

Management Letter

For the Year Ended December 31, 2018

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102 Perimeter Road
Nashua, NH 03063
(603) 882-1111
melansonheath.com

Additional Offices:
Andover, MA
Greenfield, MA
Manchester, NH
Ellsworth, ME

To the Board of Selectmen
Town of Deerfield, New Hampshire

In planning and performing our audit of the basic financial statements of the Town of Deerfield, New Hampshire, as of and for the year ended December 31, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal accounting control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During our audit, we became aware of other matters that we believe represent opportunities for strengthening internal controls and operating efficiency. The recommendations that accompany this letter summarize our comments and suggestions concerning these matters.

The Town's written responses to our comments and suggestions have not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

This communication is intended solely for the information and use of management, the Board of Selectmen, and others within the Town, and is not intended to be and should not be used by anyone other than these specified parties.

Melanson Heath

September 4, 2019

1. Improve Impact Fee Accounting and Reporting

During our audit, we noted the following areas where improvements can continue to be made:

- The Town maintains an Excel spreadsheet to track the collections and expenditures of impact fees. The Town should ensure that the spreadsheet includes accurate expiration dates for all impact fees that were collected.
- The Excel spreadsheet does not include a detail of the impact fees that were collected and expended prior to 2011. The Town should update the Excel spreadsheet to include this detailed information using source documentation.

Town Response:

The Town will review the current procedure and work with the Finance Director and Bookkeeper to establish a system for Impact Fee accounting that includes the suggested detail as indicated in the 2018 audit results.

2. Continue Improvements in Departmental Receipt Procedures

During our audit, we noted the following areas where improvements can continue to be made:

- The Town should require all department heads provide a signed copy of their completed reconciliations forms to the Town Administrator for review.
- The Finance Department should perform periodic internal reviews of all departments that collect Town receipts. In addition, the Finance Department should retain all of the documentation related to these reviews for the external auditors.
- The Building Department should improve the following internal controls:
 - Maintain a receipt log that summarizes all receipts collected.
 - Immediately stamp all checks “For deposit only – Town of Deerfield” upon receipt.
 - Prepare a formal turnover form when turning over receipts collected to the Finance Department.
 - Obtain a receipt from the Finance Department when turning over receipts collected.
 - Reconcile departmental records to the general ledger on a monthly basis.

Town Response:

- The Town does require all department heads to sign a copy of their completed reconciliations and will continue to improve on those who do not on a consistent basis.
- The Finance Department will perform periodic internal reviews of all departments that collect Town receipts.
- The Town has immediately instituted additional internal control systems to improve the internal controls for the Building Department.

TOWN OF DEERFIELD, NEW HAMPSHIRE

Annual Financial Statements

For the Year Ended December 31, 2018

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used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Deerfield, New Hampshire as of December 31, 2018, and the respective changes in financial position thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, and the Pension schedules appearing on pages 46 to 49 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Deerfield, New Hampshire's basic financial statements. The schedules of Nonmajor Governmental Funds appearing on pages 50 - 53 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Deerfield, New Hampshire, we offer readers this narrative overview and analysis of the financial activities of the Town for the year ended December 31, 2018.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets, liabilities, and deferred outflows/inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior years.

NET POSITION

	<u>Governmental Activities</u>	
	<u>2018</u>	<u>2017</u>
Current and other assets	\$ 8,829,083	\$ 9,805,747
Capital assets	<u>10,338,139</u>	<u>10,210,395</u>
Total assets	19,167,222	20,016,142
Deferred outflows of resources	351,736	439,402
Current liabilities	5,661,106	6,268,614
Noncurrent liabilities	<u>2,621,075</u>	<u>2,375,007</u>
Total liabilities	8,282,181	8,643,621
Deferred inflows of resources	253,437	253,631
Net position:		
Net investment in capital assets	10,338,139	10,210,395
Restricted	1,166,547	1,434,127
Unrestricted	<u>(521,346)</u>	<u>(86,230)</u>
Total net position	<u>\$ 10,983,340</u>	<u>\$ 11,558,292</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was \$10,983,340 a change of \$(212,351) from the prior year.

The largest portion of net position is \$10,338,139, which reflects our investment in capital assets (e.g., land, construction in progress, buildings, machinery, equipment and vehicles, and infrastructure); less any related debt used to acquire those assets that are still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion of net position, \$1,166,547, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is a deficit balance of \$(521,346). This deficit is primarily due to the Town's portion of the New Hampshire Retirement System's net pension and other post-employment benefits liabilities.

D. FINANCIAL ANALYSIS OF FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government’s net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$2,416,045, a change of \$(380,460) in comparison with the prior year. Key elements of this change are as follows:

General fund operations, as discussed further below	\$ (112,880)
Nonmajor funds change in fund balance	<u>(267,580)</u>
Total	<u>\$ (380,460)</u>

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$925,489, while total fund balance was \$1,249,498. As a measure of the general fund’s liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>12/31/18</u>	<u>12/31/17</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 925,489	\$ 972,852	\$ (47,363)	24.8%
Total fund balance	\$ 1,249,498	\$ 1,362,378	\$ (112,880)	33.5%

Total fund balance of the general fund changed by \$(112,880) during the current year. Key factors in this change are as follows:

Use of fund balance as a funding source	\$ (624,178)
Revenues in excess of budget	229,857
Expenditures less than budget	148,760
Change in capital reserves	64,002
Expenditures of prior year encumbrances	(59,540)
Other	<u>128,219</u>
Total	<u>\$ (112,880)</u>

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Deerfield, New Hampshire's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of Town Administrator
Town of Deerfield
8 Raymond Road
Deerfield, New Hampshire 03037-0159

TOWN OF DEERFIELD, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2018

		<u>Program Revenues</u>			Net (Expenses) Revenues and Changes in Net Position
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>
Governmental Activities:					
General government	\$ 1,322,881	\$ 72,316	\$ 41,464	\$ 448	\$ (1,208,653)
Public safety	1,294,305	130,462	3,638	4,074	(1,156,131)
Highways and streets	1,034,319	-	1	179,371	(854,947)
Sanitation	342,499	48,347	-	9,287	(284,865)
Health	37,285	-	-	-	(37,285)
Welfare	35,218	-	1,707	-	(33,511)
Culture and recreation	528,212	294,477	14,594	-	(219,141)
Conservation	25,314	-	104,608	-	79,294
Total	<u>\$ 4,620,033</u>	<u>\$ 545,602</u>	<u>\$ 166,012</u>	<u>\$ 193,180</u>	(3,715,239)
General Revenues:					
					1,971,050
					148,246
					1,100,882
					234,119
					18,195
					30,396
Total general revenues					<u>3,502,888</u>
Change in Net Position					(212,351)
Net Position:					
Beginning of year, as restated					<u>11,195,691</u>
End of year					<u>\$ 10,983,340</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF DEERFIELD, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND
BALANCES TO NET POSITION OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET POSITION

DECEMBER 31, 2018

Total governmental fund balances	\$ 2,416,045
<ul style="list-style-type: none">• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	10,338,139
<ul style="list-style-type: none">• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	690,687
<ul style="list-style-type: none">• Long-term liabilities, including compensated absences, net pension liability, net OPEB liability are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(2,461,531)</u>
Net position of governmental activities	<u>\$ 10,983,340</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF DEERFIELD, NEW HAMPSHIRE

RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2018

Net changes in fund balances - total governmental funds	\$ (380,460)						
<ul style="list-style-type: none"> • Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense: <table style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 80%;">Capital outlay</td> <td style="text-align: right;">536,570</td> </tr> <tr> <td>Loss on disposal of assets</td> <td style="text-align: right;">(8,482)</td> </tr> <tr> <td>Depreciation</td> <td style="text-align: right;">(400,344)</td> </tr> </table> 		Capital outlay	536,570	Loss on disposal of assets	(8,482)	Depreciation	(400,344)
Capital outlay	536,570						
Loss on disposal of assets	(8,482)						
Depreciation	(400,344)						
<ul style="list-style-type: none"> • Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and land use change taxes) differ between the two statements. <table style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;">91,126</td> </tr> </table> 			91,126				
	91,126						
<ul style="list-style-type: none"> • Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds: <table style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 80%;">Net pension liability and related deferred outflows and inflows of resources</td> <td style="text-align: right;">(16,269)</td> </tr> <tr> <td>Net OPEB liability and related deferred outflows and inflows of resources</td> <td style="text-align: right;">(45,334)</td> </tr> <tr> <td>Other</td> <td style="text-align: right;"><u>10,842</u></td> </tr> </table> 		Net pension liability and related deferred outflows and inflows of resources	(16,269)	Net OPEB liability and related deferred outflows and inflows of resources	(45,334)	Other	<u>10,842</u>
Net pension liability and related deferred outflows and inflows of resources	(16,269)						
Net OPEB liability and related deferred outflows and inflows of resources	(45,334)						
Other	<u>10,842</u>						
Change in net position of governmental activities	\$ <u>(212,351)</u>						

The accompanying notes are an integral part of these financial statements.

TOWN OF DEERFIELD, NEW HAMPSHIRE

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET POSITION

DECEMBER 31, 2018

	<u>Private Purpose Trust Funds</u>	<u>Agency Funds</u>
ASSETS		
Cash and short-term investments	\$ 1,000	\$ 956,665
Investments	<u>6,954</u>	<u>312,458</u>
Total Assets	7,954	1,269,123
 LIABILITIES AND NET POSITION		
Trustees of Trust Funds:		
School funds	-	675,223
Historical society funds	-	304,905
Other funds	-	21,518
Escrow deposits	-	41,565
School impact fees	-	210,303
Other liabilities	<u>-</u>	<u>15,609</u>
Total Liabilities	<u>-</u>	<u>1,269,123</u>
 NET POSITION		
Restricted for other purposes	<u>7,954</u>	<u>-</u>
Total net position held in trust	<u>\$ 7,954</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF DEERFIELD, NEW HAMPSHIRE

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Deerfield, New Hampshire (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In 2018, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Town reports the following fiduciary funds:

- The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.
- The *agency funds* account for fiduciary assets held by the Town in a custodial capacity as an agent on behalf of others. Agency funds report only assets and liabilities, and therefore, have no measurement focus.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the general fund. Certain special revenue, permanent and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, savings accounts, and money market mutual funds. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Trust fund investments managed by the Trustees of Trust Funds consist of certificates of deposit, bond mutual funds, bond exchange traded funds (ETFs), individual equities, equity mutual funds, and equity ETFs. Investments are carried at fair value except certificates of deposit which are reported at cost.

F. Interfund Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due from/to other funds" (i.e., the current portion of interfund loans).

Fund Balance – Generally, fund balance represents the difference between the current assets/deferred outflows and current liabilities/deferred inflows. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

Net Position - Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

K. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

The Town's budget is originally prepared by the Selectmen's Office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town Meeting. The approved budget is subsequently reported to the State of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget; however, they have the power to reclassify its components when necessary.

of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank.” The Town does not have a deposit policy for custodial credit risk.

As of December 31, 2018, \$1,289,762 of the Town's bank balances totaling \$9,472,413 was exposed to custodial credit risk as uninsured, uncollateralized, or collateral held by pledging bank's trust department not in the Town's name.

As of December 31, 2018, \$1,227,194 of capital reserve and trust fund assets in the custody of the Trustees of Trust Funds (Trustees) were held in shares of a money market mutual fund registered with the Securities and Exchange Commission in accordance with RSA 31:25. These funds are not collateralized, FDIC-insured, or guaranteed by any other government agency.

Custodial Credit Risk - Investments. Custodial credit risk for investments is the risk that in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Trustees' investment policies follow the guidelines of RSA 31:25.

The Trustees' investments are exposed to custodial credit risk because the related securities are uninsured, unregistered, and/or held by the Trustees' investment management company, which is also the counterparty to these securities. The Trustees manage this custodial credit risk with SIPC and excess SIPC insurance.

B. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments. The Trustees investment policy mirrors this rule.

Presented below is the actual rating as of year-end for each investment of the Trustees (in thousands):

<u>Investment Type</u>	<u>Amount</u>	<u>Minimum Legal Rating</u>	<u>Exempt From Disclosure</u>
Bond mutual funds and ETFs	\$ 231	N/A	\$ 231
Corporate equities and ETFs	<u>443</u>	N/A	<u>443</u>
Total investments	<u>\$ 674</u>		<u>\$ 674</u>

4. Property Taxes Receivable

The Town bills property taxes on a quarterly basis and they are due in July, October, January, and March. Property tax revenues are recognized in the fiscal year for which taxes have been levied to the extent that they become available, i.e., due or receivable, within the current fiscal year and collected within the current period or within 60 days of year-end.

Property taxes collected before the due date, and in advance of the year for which they are levied, are recorded as a prepaid tax liability as they are intended to finance the subsequent year's budget.

At the time of the tax lien, which the Town usually places within 60 to 90 days after the due date, a lien is recorded on the property at the Registry of Deeds. If the property taxes (redemptions) are not paid within two years and one day of the tax lien date, the property could be conveyed to the Town by deed and subsequently sold at public sale held in November of each year.

The Town annually raises through tax levy an amount (overlay for abatements) for property tax abatements and interest refunds. All abatements and interest refunds are charged to overlay.

The Town bills property taxes semi-annually, in May and November. Property tax revenues are recognized in the fiscal year for which taxes have been levied. Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. In March of the next year, a lien is recorded on delinquent property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs, and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. The Town annually budgets amounts (overlay for abatements) for property tax abatements and refunds.

Property taxes receivable reported in the government-wide financial statements, net of an allowance of doubtful accounts are \$458,289.

Taxes Collected for Others

The Town collects property taxes for the Deerfield School District (SAU 53) and Rockingham County. Payments to the School District are normally made throughout the year and payment to the County is normally made in December. However, ultimate responsibility for the collection of these taxes rests with the Town.

6. Capital Assets

Capital asset activity for the year ended December 31, 2018 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Buildings and improvements	\$ 1,129	\$ -	\$ -	\$ 1,129
Machinery, equipment, and furnishings	988	6	-	994
Vehicles	1,575	127	(29)	1,673
Infrastructure	<u>4,850</u>	<u>182</u>	<u>-</u>	<u>5,032</u>
Total capital assets, being depreciated	8,542	315	(29)	8,828
Less accumulated depreciation for:				
Buildings and improvements	(289)	(53)	-	(342)
Machinery, equipment, and furnishings	(511)	(96)	-	(607)
Vehicles	(977)	(91)	21	(1,047)
Infrastructure	<u>(1,650)</u>	<u>(161)</u>	<u>-</u>	<u>(1,811)</u>
Total accumulated depreciation	<u>(3,427)</u>	<u>(401)</u>	<u>21</u>	<u>(3,807)</u>
Total capital assets, being depreciated, net	5,115	(86)	(8)	5,021
Capital assets, not being depreciated:				
Land	5,033	222	-	5,255
Construction in progress	<u>62</u>	<u>-</u>	<u>-</u>	<u>62</u>
Total capital assets, not being depreciated	<u>5,095</u>	<u>222</u>	<u>-</u>	<u>5,317</u>
Governmental activities capital assets, net	<u>\$ 10,210</u>	<u>\$ 136</u>	<u>\$ (8)</u>	<u>\$ 10,338</u>

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:	
General government	\$ 42
Public safety	135
Highways and streets	201
Sanitation	11
Culture and recreation	<u>12</u>
Total depreciation expense - governmental activities	<u>\$ 401</u>

7. Deferred Outflows of Resources

Deferred outflows of resources represent the consumption of net position by the Town that is applicable to future reporting periods. Deferred outflows of resources have a positive effect on net position, similar to assets. Deferred outflows of resources related to pensions and OPEB, in accordance with GASB Statements

revenues are reported in the governmental funds balance sheet in connection with receivables for which revenues are not considered available to liquidate liabilities of the current year.

12. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town has implemented *GASB Statement No. 54 (GASB 54), Fund Balance Reporting and Governmental Fund Type Definitions*, which seeks to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying existing governmental fund type definitions.

The following types of fund balances are reported at December 31, 2018:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance classification includes nonmajor governmental fund reserves for the principal portion of permanent trust funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes various special revenue and expendable trust funds and the income portion of permanent trust funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority. This fund balance classification includes capital reserve funds set aside by Town Meeting vote for future capital acquisitions and improvements (now reported as part of the general fund per GASB 54).

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period, and surplus set aside to be used in the subsequent year's budget.

Unassigned - Represents amounts that are available to be spent in future periods.

The following summarizes the specific differences between the GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	\$ 925,489
Unavailable revenue	<u>797,454</u>
Tax Rate Setting Balance	<u>\$ 1,722,943</u>

14. Retirement System

The Town follows the provisions of *GASB Statement No. 68, Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, with respect to the State of New Hampshire Retirement System (NHRS).

A. Plan Description

Full-time employees participate in the New Hampshire Retirement System (NHRS), a cost-sharing, multiple-employer defined benefit contributory pension plan and trust established in 1967 by RSA 100-A:2 and qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death, and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters, and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities, and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to Group I. Police officers and firefighters belong to Group II. All assets are held in a single trust and are available to each group. Additional information is disclosed in the NHRS annual report publicly available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

B. Benefits Provided

Group 1 benefits are provided based on creditable service and average final salary for the highest of either three or five years, depending on when service commenced.

Group II benefits are provided based on age, years of creditable service, and a benefit multiplier depending on vesting status as of January 1, 2012. The maximum retirement allowance for Group II members vested by January 1, 2012 (45 years of age with 20 years of service or age 60 regardless of years

For the year ended December 31, 2018, the Town recognized pension expense of \$194,071. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes in proportion	\$ 81,166	\$ 111,408
Differences between expected and actual experience	16,388	16,625
Changes of assumptions	142,093	-
Net difference between projected and actual earnings on pension plan investments	-	47,513
Contributions subsequent to the measurement date	<u>86,492</u>	<u>-</u>
Total	<u>\$ 326,139</u>	<u>\$ 175,546</u>

The \$86,492 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2019	\$ 82,594
2020	65,528
2021	(56,534)
2022	<u>(27,487)</u>
Total	<u>\$ 64,101</u>

F. Actuarial Assumptions

The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5% per year
Salary increases	5.6% average, including inflation
Investment rate of return	7.25%, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2014 employee generational mortality tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on the last experience study.

between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the pension plan's actuarial funding policy and as required by RSA 100-A:16. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the collective total pension liability.

H. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.25%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.25%) or 1 percentage-point higher (8.25%) than the current rate:

1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
\$ 2,731,829	\$ 2,053,223	\$ 1,484,529

I. Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued NHRS financial report.

15. Other Post-Employment Benefits (GASB 75)

GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, replaces the requirements of *Statement No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. This Statement identifies the methods and assumptions that are required to be used to project benefit payments, discounted projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service.

A. Town OPEB Plan

All the following OPEB disclosures are based on a measurement date of June 30, 2018.

The discount rate was based on the municipal bond index at June 30, 2018.

Mortality rates were based on mortality tables at the National Center for Health Statistics. The 2014 United States Life Tables for Males and Females were used.

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of the most recent experience study of the New Hampshire Retirement System, which was for the period July 1, 2010 – June 30, 2015.

Discount Rate

The discount rate used to measure the total OPEB liability was 3.71%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate.

Total OPEB Liability

The Town's total OPEB liability of \$229,597 was measured as of June 30, 2018, and was determined by the alternative method.

Changes in the Total OPEB Liability

	Total OPEB <u>Liability</u>
Balances, beginning of year	\$ 236,383
Changes for the year:	
Service cost	27,785
Interest	8,520
Changes in assumptions or other inputs	(8,945)
Benefit payments	<u>(34,146)</u>
Net Changes	<u>(6,786)</u>
Balances, end of year	<u>\$ 229,597</u>

Changes of assumptions and other inputs reflect a change in the discount rate from 3.31% in 2017 to 3.71% percent in 2018. All other assumptions were the same as those used in the previous measurement.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one

Benefits Provided

The OPEB Plan provides a medical insurance subsidy to qualified retired members. The medical subsidy is a payment made by NHRS to the former employer or their insurance administrator toward the cost of health insurance for a qualified retiree, his/her qualified spouse, and his/her certifiably dependent children with a disability who are living in the household and being cared for by the retiree. Under specific conditions, the qualified beneficiaries of members who die while in service may also be eligible for the medical subsidy. The eligibility requirements for receiving OPEB Plan benefits differ for Group I and Group II members. The monthly Medical Subsidy rates are:

1 Person -	\$375.56
2 Person -	\$751.12
1 Person Medicare Supplement -	\$236.84
2 person Medicare Supplement -	\$473.68

Actuarial Assumptions and Other Inputs

The Town's proportionate share of the NHRS Medical Subsidy as of June 30, 2018 is based upon an actuarial valuation performed as of June 30, 2017 (rolled forward to June 30, 2018) using a measurement date of June 30, 2018. The actuarial valuation used the following actuarial assumptions:

Price inflation	2.50%
Wage inflation	3.25%
Salary increases	5.60%
Investment rate of return	7.25%
Discount rate	7.25%

Mortality rates were based on the RP-2014 healthy annuitant and employee generational mortality tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using scale MP-2015, based on the last experience study.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of the most recent experience study, which was for the period July 1, 2010 – June 30, 2015.

Net OPEB Liability, Expense, and Deferred Outflows and Inflows

The Town's proportionate share of the net NHRS Medical Subsidy (net OPEB liability) as of the measurement date of June 30, 2018 was \$203,289.

C. Consolidation of Total/Net OPEB Liabilities and Related Deferred Outflows and Inflows

The following consolidates the Town's total OPEB liability and related deferred outflows/inflows, and the Town's proportionate share of the NHRS Medical Subsidy net OPEB liability and related deferred outflows/inflows at December 31, 2018:

	Total OPEB <u>Liability</u>	Total Deferred Outflows of <u>Resources</u>	Total Deferred Inflows of <u>Resources</u>
Town OPEB Plan	\$ 229,597	\$ -	\$ -
Proportionate share of NHRS Medical Subsidy Plan	<u>203,289</u>	<u>25,597</u>	<u>646</u>
Total	<u>\$ 432,886</u>	<u>\$ 25,597</u>	<u>\$ 646</u>

16. Commitments and Contingencies

Property Tax Abatement/Refund Claims – On an ongoing basis, there are typically pending legal issues in which the Town is involved. According to the Town's management, there is a pending case with PSNH which could potentially lead to a liability of \$600,000, however, the exact amount is not determinable at this time.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the state and federal governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

17. Leases

The Town is the lessor of a building that contains two spaces that are currently leased to Yannis Pizzeria and Country Cuts.

The lease agreement with Yannis Pizzeria is for a term of five years beginning October 1, 2017. Under the terms of the lease agreement, the Town receives \$700 per month.

The lease agreement with Country Cuts is for a term of five years beginning December 1, 2017. Under the terms of the lease agreement, the Town receives \$350 per month.

TOWN OF DEERFIELD, NEW HAMPSHIRE
 SCHEDULE OF PROPORTIONATE SHARE
 OF THE NET PENSION LIABILITY (GASB 68)

DECEMBER 31, 2018
 (Unaudited)

New Hampshire Retirement System

<u>Fiscal Year</u>	<u>Measurement Date</u>	<u>Proportion of the Net Pension Liability</u>	<u>Proportionate Share of the Net Pension Liability</u>	<u>Covered Payroll</u>	<u>Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll</u>	<u>Plan Fiduciary Net Position Percentage of the Total Pension Liability</u>
December 31, 2018	June 30, 2018	0.04264042%	\$2,053,223	\$ 1,173,565	174.96%	64.73%
December 31, 2017	June 30, 2017	0.04532742%	\$2,229,199	\$ 1,209,159	184.36%	62.66%
December 31, 2016	June 30, 2016	0.04425028%	\$2,353,051	\$ 1,151,128	204.41%	58.30%
December 31, 2015	June 30, 2015	0.04250530%	\$1,683,859	\$ 1,094,525	153.84%	65.50%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.

See Independent Auditors' Report.

TOWN OF DEERFIELD, NEW HAMPSHIRE
 SCHEDULE OF PROPORTIONATE SHARE
 OF THE NET OPEB LIABILITY (GASB 75)
 DECEMBER 31, 2018
 (Unaudited)

New Hampshire Retirement System Medical Subsidy

Fiscal Year	Measurement Date	Proportion of the Net OPEB Liability	Proportionate Share of the Net OPEB Liability	Covered Payroll	Proportionate Share of the Net OPEB Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position Percentage of the Net OPEB Liability
December 31, 2018	June 30, 2018	0.04440126%	\$203,289	\$ 1,222,027	16.64%	7.53%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.

See Independent Auditors' Report.

TOWN OF DEERFIELD, NEW HAMPSHIRE

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

DECEMBER 31, 2018

	Special Revenue Funds						
	Recreation Funds	Conservation Fund	Impact Fees	Library Operating	Library Building	Other Special Funds	250th Anniversary
ASSETS							
Cash and short-term investments	\$ -	\$ 181,967	\$ 57,604	\$ 38,924	\$ 50,209	\$ 78,587	\$ -
Investments	-	-	-	-	-	-	-
Accounts receivable	-	-	-	-	-	-	-
Due from other funds	127,192	19,713	-	-	-	-	11,470
Total Assets	\$ 127,192	\$ 201,680	\$ 57,604	\$ 38,924	\$ 50,209	\$ 78,587	\$ 11,470
LIABILITIES							
Accounts payable and accrued liabilities	\$ 26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	2,704	-	-	-	-
Total Liabilities	26	-	2,704	-	-	-	-
DEFERRED INFLOWS OF RESOURCES							
FUND BALANCES							
Nonspendable	-	-	-	-	-	-	-
Restricted	127,166	201,680	54,900	38,924	50,209	78,587	11,470
Total Fund Balance	127,166	201,680	54,900	38,924	50,209	78,587	11,470
Total Liabilities, Deferred Inflows, and Fund Balances	\$ 127,192	\$ 201,680	\$ 57,604	\$ 38,924	\$ 50,209	\$ 78,587	\$ 11,470

(continued)

TOWN OF DEERFIELD, NEW HAMPSHIRE
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED DECEMBER 31, 2018

	Special Revenue Funds						
	Recreation Funds	Conservation Fund	Impact Fees	Library Operating	Library Building	Other Special Funds	250th Anniversary
Revenues:							
Interest, penalties, and other taxes	\$ -	\$ 91,563	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for services	294,477	-	-	-	-	-	-
Investment income	-	863	876	-	-	547	-
Miscellaneous	765	11,960	37,247	8,283	532	18,761	3
Total Revenues	295,242	104,386	38,123	8,283	532	19,308	3
Expenditures:							
Current:							
General government	-	-	-	-	-	7,582	-
Public safety	-	-	-	-	-	676	-
Highways and streets	-	-	127,424	-	-	-	-
Sanitation	-	-	-	-	-	-	-
Culture and recreation	327,173	-	-	107,472	356	-	3
Conservation	-	257,448	-	-	-	-	-
Total Expenditures	327,173	257,448	127,424	107,472	356	8,258	3
Excess (deficiency) of revenues over (under) expenditures	(31,931)	(153,062)	(89,301)	(99,189)	176	11,050	-
Other Financing Sources (Uses):							
Transfers in	-	-	-	97,947	-	-	-
Total Other Financing Sources (Uses)	-	-	-	97,947	-	-	-
Change in fund balances	(31,931)	(153,062)	(89,301)	(1,242)	176	11,050	-
Fund Balances, beginning of year	159,097	354,742	144,201	40,166	50,033	67,537	11,470
Fund Balances, end of year	\$ 127,166	\$ 201,680	\$ 54,900	\$ 38,924	\$ 50,209	\$ 78,587	\$ 11,470

(continued)

2019 Comparative Statement of Appropriations & Expenditures

<u>Purpose of Appropriations</u>	<u>Appropriation</u>	<u>Expenditure</u>
GENERAL GOVERNMENT		
Board of Selectmen	\$7,461.00	\$13,717.53
Town Administration	\$233,639.00	\$202,055.69
Town Clerk/Tax Collector	\$118,061.00	\$119,021.34
Supervisors of Checklist	\$2,624.00	\$799.40
Town Meeting/Election	\$9,089.00	\$6,062.68
Information Technology	\$55,974.00	\$71,721.90
MBC	\$927.00	\$800.72
Revaluation of Property	\$91,880.00	\$80,360.36
Legal Expense	\$43,572.00	\$8,534.63
Town FICA/MEDI	\$85,506.00	\$85,030.28
Planning Board	\$44,509.00	\$36,369.59
Zoning Board	\$3,366.00	\$2,306.60
Government Buildings	\$98,775.00	\$122,404.60
GB White Building	\$92,418.00	\$54,138.46
Town Hall	\$32,223.00	\$27,835.52
Cemeteries	\$21,452.00	\$19,865.00
Insurance	\$446,825.00	\$308,582.32
Advertising/Regional Dues	\$4,019.00	\$4,389.00
PUBLIC SAFETY		
Police Department	\$750,314.00	\$743,805.30
Ambulance	\$11,500.00	\$12,500.00
Fire Department	\$268,798.00	\$266,281.17
Rescue Squad		
Forest Fires/Water Holes	\$7,201.00	\$4,008.20
Building Inspection	\$50,992.00	\$49,224.30
Highway Safety		
Emergency Management	\$7,368.00	\$11,531.75
HIGHWAYS AND STREETS		
Highway Administration	\$205,658.00	\$218,131.01
Road Maintenance	\$269,131.00	\$353,294.11
Road Resurfacing	\$265,303.00	\$269,476.49
Road Reconstruction	\$1,500.00	\$0.00
Gravel Roads	\$16,000.00	\$19,875.00
Bridges	\$1.00	\$0.00
Dams	\$400.00	\$400.00
SANITATION		
Transfer Station Administration	\$74,591.00	\$78,080.28
Solid Waste Collection	\$43,344.00	\$24,065.87

Solid Waste Disposal	\$235,101.00	\$241,196.02
HEALTH		
Animal Control	\$6,202.00	\$3,005.56
Health Department	\$34,316.00	\$30,300.00
WELFARE		
General Assistance	\$69,777.00	\$31,744.33
CULTURE AND RECREATION		
Recreation	\$68,707.00	\$72,082.10
Veasey Park	\$29,277.00	\$17,794.03
Library	\$106,809.00	\$102,663.04
Memorial Day	\$600.00	\$0.00
Heritage Commission	\$600.00	\$600.00
Conservation Commission	\$2,771.00	\$2,771.00
Forestry Commission	\$6.00	\$0.00
DEBT SERVICE		
Tax Anticipation Note	\$1.00	\$0.00
Total Operating Budget	\$3,918,588.00	\$3,716,825.18
Prior Year Encumbrances	\$0.00	\$0.00
Warrant Articles	\$184,632.00	\$147,500.00
Additional Highway Block Grant Monies	\$0.00	\$0.00
TOTALS	\$4,103,220.00	\$3,864,325.18

2019 Detailed Revenue Report

Acct #	Description of Account #	<u>2019 Estimated</u> Revenue MS-434	<u>2019 Actual</u> Revenue
3120	Change Use Tax	\$15,000.00	\$48,329.00
3185	Yield Tax	\$25,000.00	\$30,596.96
3190	Penalties, Interest & Costs	\$55,000.00	\$83,022.00
3187	Excavation Tax (.02 cents per cu yd)	\$500.00	\$523.54
3210	Business Licenses & Permits	\$35,000.00	\$32,614.90
3220	Motor Vehicle Lic, Permits & Fees	\$1,000,000.00	\$1,101,064.20
3230	Building Permits	\$30,000.00	\$47,108.17
3290	Other Licenses, Permits & Fees	\$30,000.00	\$32,774.90
3351	Shared Revenue Block Grant	\$0.00	\$50,143.70
3352	Meals & Rooms Tax	\$230,000.00	\$234,548.00
3353	Highway Block Grant	\$150,000.00	\$153,871.61
3356	State & Federal Forest Lands Grant	\$1,000.00	\$1,348.18
3359	Other State Grants & Reimbursements	\$0.00	\$9,778.40
3401-3406	Income from Departments	\$60,000.00	
	Selectmen's Office Income		\$41.55
	Planning Board Income		\$7,412.80
	Zoning Board Income		\$1,115.00
	Other		\$2,663.85
	Cemetery Income		\$3,200.00
	Police Department Income		\$736.80

	Police Outside Detail		\$14,609.01
	Transfer Station User Fees		\$24,322.00
	Transfer Station Recycling		\$17,112.76
	Rescue		\$8.55
	Electric Revenue		\$1,759.96
3401-3406	TOTAL		\$72,982.28
3502	Interest on Investments / Treasurer	\$15,000.00	\$27,398.93
3503-3509	Other Miscellaneous Revenue	\$15,000.00	
3503	Rent-Town Hall		\$1,250.00
3503	Rent-GBW		\$12,600.00
3504	Fines & Forfeits		\$488.45
3506	Insurance Dividends & Reimbursements		\$33.06
3509	Miscellaneous Revenue		\$3,872.36
3509	Reimbursement for GA appropriation		\$1,108.07
3503-3509	TOTAL	\$15,000.00	\$19,351.94
3916	Transfers from Trust & Agency Funds	\$0.00	\$139,325.00
	TOTALS	\$1,661,500.00	\$2,084,781.71

2019 Detailed Statement of Payments

<u>2016 WARRANT ARTICLES</u>	
Art#4 Fire Apparatus & Equipment	\$50,000.00
Art#6 Fire Emergency Water Expendable Trust	\$32,000.00
Art#7 Govt building infrastructure Expendable Trust	\$25,000.00
Art#9 ETF Fire Vehicle & Equipment	\$20,000.00
Art#10 CRF Rescue Vehicles & Equip	\$10,000.00
Art#11 Northwood Lake Milfoil	\$8,000.00
Art#12 Pleasant Lake Preservation	\$2,500.00
	\$147,500.00
<u>ADVERTISING/REGIONAL ASSOCIATION</u>	
NHMA Dues	\$4,389.00
	\$4,389.00
<u>AGENCIES-HEALTH & SOCIAL</u>	
Employee Physicals & Testing	\$1,264.00
Social Service Agencies	\$29,036.00
	\$30,300.00
<u>AMBULANCE</u>	
Contract	\$12,500.00
	\$12,500.00
<u>ANIMAL CONTROL</u>	
Part Time Employee	\$1,200.89
Legal Notices	\$0.00
Telephone	\$264.67
Veterinary Services	\$1,200.00
Supplies	\$0.00
Miscellaneous	\$40.00
Equipment	\$300.00
Meetings/Seminars/Training	\$0.00
Grant	\$0.00
	\$3,005.56
<u>BRIDGES</u>	
Repairs	\$0.00
	\$0.00
<u>BUILDING INSPECTION</u>	
Full Time Employee	\$44,459.34
Part Time Employee	\$0.00
Mileage	\$0.00
Legal Services	\$425.32
Legal Notices	\$0.00
Telephone	\$168.00
Software Upgrades	\$0.00
Permits Forms	\$0.00
Dues & Subscriptions	\$135.00
Supplies	\$652.42
Postage	\$9.27
Vendor Maint. & Support	\$1,844.03
Gasoline	\$613.06
Vehicle Repairs	\$917.86
Books & Periodicals	\$0.00
Health	\$0.00
Equipment - Hardware Upgrades	\$0.00
Vehicle	\$0.00
Enforcement	\$0.00
Meetings/Seminars/Training	\$0.00
Grant	\$0.00
	\$49,224.30
<u>CEMETERIES</u>	
Superintendent	\$0.00
Tree Care	\$0.00
Contractors	\$19,865.00
Supplies	\$0.00
Grant	\$0.00
	\$19,865.00
<u>CONSERVATION COMMISSION</u>	
Part Time Secretary	\$1,400.00
Legal Services	\$300.00

Easement Monitoring	\$50.00
Printing Publication – Outreach	\$1.00
Dues	\$533.00
Supplies	\$200.00
Postage	\$31.00
Open Space Committee	\$1.00
Conservation Comm. Projects	\$1.00
Trails	\$200.00
Conservation Fund Reimburse	\$1.00
Land	\$1.00
Equipment	\$1.00
Meetings/Seminars/Training	\$50.00
Grant	\$1.00
	\$2,771.00
<u>DAMS</u>	
Fees & Maintenance	\$400.00
	\$400.00
<u>DEBT SERVICE</u>	
Tax Anticipation Note	\$0.00
	\$0.00
<u>EMERGENCY MANAGEMENT</u>	
Mileage	\$64.96
Telephone	\$1,574.22
Maintenance-Vendor	\$4,886.39
Supplies	\$6.18
Postage	\$0.00
Gasoline	\$0.00
Diesel	\$0.00
Vehicle Maint. & Repair	\$0.00
Equipment	\$0.00
Surplus Acquisition/Purchase	\$0.00
Seminars & Training	\$0.00
Grant	\$5,000.00
	\$11,531.75
<u>EXECUTIVE</u>	
Selectmen	\$3,200.00
Treasurer	\$4,160.00
Trustee of Trust Funds	\$6,357.53
Merit Increase	\$0.00
	\$13,717.53
<u>FIRE DEPARTMENT</u>	
Part Time Employee	\$112,949.59
Uniforms	\$7,552.53
FD Protective Gear	\$36,540.19
Legal Services	\$0.00
Telephone	\$4,377.38
Software Upgrades	\$3,860.00
Testing	\$8,313.95
Contract	\$0.00
Building Maintenance & Repairs	\$4,639.80
Lease	\$0.00
Dues & Subscriptions	\$3,745.02
Supplies	\$4,556.01
Postage	\$2.90
Equip Maint & Repairs	\$3,808.03
Gasoline	\$2,266.95
Diesel	\$3,292.66
Oxygen	\$341.50
Vehicle Maint & Repairs	\$20,809.62
Public Safety	\$51.99
Equipment-None Electric	\$16,395.94
Equipment - Electronic	\$16,119.19
Fire Hose Replacement	\$6,953.91
Meetings/Seminars/Training	\$9,674.01
Grant	\$0.00
	\$266,251.17
<u>FOREST FIRES/WATER HOLES</u>	
Telephone	\$0.00
Water Holes	\$3,250.00

Forest Fires	\$758.20
Training	\$0.00
Grant	\$0.00
	\$4,008.20
<u>FORESTRY COMMISSION</u>	
Project Monitoring	\$0.00
Supplies	\$0.00
Postage	\$0.00
Forestry Projects	\$0.00
Meetings	\$0.00
Grant	\$0.00
	\$0.00
<u>GB WHITE BUILDING</u>	
Legal Notices	\$0.00
Telephone	\$154.00
Water Testing	\$2,194.45
Electricity	\$28,792.25
Heating Oil	\$15,280.98
Repairs & Maintenance	\$7,202.67
Diesel	\$0.00
Miscellaneous	\$514.11
Capital Improvements	\$0.00
Grant	\$0.00
Other Charges & Expenses	\$0.00
	\$54,138.46
<u>GENERAL ASSISTANCE</u>	
Part Time Employee	\$26,353.29
Mileage	\$0.00
Legal services	\$0.00
Telephone	\$264.73
Maintenance – Vendor	\$0.00
Dues	\$30.00
Supplies	\$44.49
Postage	\$15.86
Books & Periodicals	\$0.00
Miscellaneous	\$0.00
Equipment	\$0.00
Appropriation	\$4,830.96
Meetings/Seminars/Training	\$205.00
	\$0.00
	\$31,744.33
<u>GOVERNMENT BUILDINGS</u>	
Part Time Employee	\$35,185.24
Mileage	\$801.68
Legal Notices	\$0.00
Telephone	\$42.86
Contract-Mowing	\$5,720.00
Contract	\$29,872.00
Electricity	\$6,472.65
Heating Oil	\$1,211.28
Propane	\$4,590.22
GB Repairs & Maintenance	\$21,896.40
Service Calls	\$0.00
Rubbish Collection	\$11,488.04
GB Supplies	\$4,839.57
Equipment & Tools	\$284.66
Grant	\$0.00
Other Charges & Expenses	\$0.00
	\$122,404.60
<u>GRAVEL ROADS</u>	
Gravel (processed)	\$19,875.00
	\$19,875.00
<u>HERITAGE COMMISSION</u>	
	\$600.00
	\$600.00
<u>HIGHWAY & STREETS</u>	
Uniforms	\$4,529.12
Legal Service	\$0.00
Legal Notices	\$0.00
Telephone	\$1,672.66

Tree Care	\$1,450.00
Contract General	\$4,215.00
Contract - Mowing	\$9,365.00
Contract- Winter Maintenance	\$162,657.00
Electricity	\$2,392.52
Heating Oil	\$1,721.46
Propane	\$19.14
Equipment Rental/Lease	\$0.00
Supplies	\$1,315.34
Parts	\$6,886.91
Signs	\$637.40
Building Maint. & Repair	\$913.00
Grease/Oil	\$0.00
Gasoline	\$1,516.39
Diesel	\$16,151.24
Oxygen/Acetylene	\$635.56
Vehicle Maint. & Repairs	\$19,811.25
Miscellaneous	\$1,901.42
Salt	\$64,629.02
Sand	\$26,608.10
Cold Mix	\$7,409.09
Tires	\$2,595.44
Town Lands & Parks	\$0.00
Properties & Parking Lots	\$0.00
Culverts	\$1,816.80
Equipment	\$2,729.35
Cutting Edges	\$9,685.83
Vehicle Lease	\$0.00
Seminars/Meetings/Training	\$30.00
Grant	\$0.00
	\$353,294.04
<u>HIGHWAY ADMINISTRATION</u>	
Full Time Employee	\$192,150.25
Part Time Employee	\$0.00
Overtime	\$25,980.76
	\$218,131.01
<u>HIGHWAY SAFETY</u>	
Postage	\$0.00
Safety Programs	\$0.00
Equipment	\$0.00
Surplus Acquisition/Purchase	\$0.00
Grant	\$0.00
	\$0.00
<u>INFORMATION TECHNOLOGY</u>	
Part Time Employee	\$42,303.85
Mileage	\$0.00
Telephone	\$2,980.94
Software Upgrades	\$2,479.88
Public Media	\$0.00
Contract	\$385.00
Vendor Maint. & Support	\$4,271.43
Printing Services	\$4,606.72
Supplies	\$1.28
Postage	\$0.00
Equipment	\$14,692.80
Meetings/Seminars	\$0.00
Grant	\$0.00
	\$71,721.90
<u>INSURANCE</u>	
Health Insurance	\$130,828.55
Dental	\$13,239.80
Short Term Disability	\$7,191.57
Long Term Disability	\$6,132.37
Life Insurance	\$2,362.38
Life/AD & D Insurance/Emergency	\$2,422.00
Retirement	\$72,929.92
Unemployment Tax	\$789.00
Worker's Compensation	\$26,973.35
Section 125	\$99.00
Property & Liability	\$41,769.00

Deductibles	\$3,845.38
	\$308,582.32
<u>LEGAL EXPENSE</u>	
Town Attorney	\$8,534.63
	\$8,534.63
<u>LIBRARY</u>	
Full Time Employee	\$44,723.11
Part Time Employee	\$29,283.32
Telephone	\$649.63
Professional Development	\$797.36
Contract	\$5,862.18
Electric	\$2,203.75
Heating Oil	\$1,760.70
Maint. & Repair	\$1,014.00
Supplies	\$1,831.51
Equipment Maintenance	\$247.48
Books	\$12,726.09
Humanities	\$850.00
Equipment	\$713.91
Grant	\$0.00
	\$102,663.04
<u>MBC</u>	
Part Time Employee	\$797.63
Printing Service	\$0.00
Supplies	\$3.09
Miscellaneous	\$0.00
Equipment	\$0.00
Meetings/Seminars	\$0.00
	\$800.72
<u>MEMORIAL DAY</u>	
	\$0.00
	\$0.00
<u>PARKS AND RECREATION</u>	
Full Time Employee	\$72,082.10
Bicentennial Field	\$0.00
Supplies	\$0.00
Gasoline	\$0.00
Vehicle Maint./Repair	\$0.00
Grant	\$0.00
	\$72,082.10
<u>PLANNING BOARD</u>	
Part Time Employee	\$9,858.62
Mileage	\$220.50
Engineering Reviews	\$0.00
Legal Services	\$2,287.21
Legal Notices	\$248.80
Consultants	\$2,202.19
Registry Recordings	\$415.10
Master Plan	\$0.00
Contract	\$13,275.58
Maintenance – Vendors	\$466.02
Printing Services	\$0.00
Dues & Subscriptions	\$3,071.07
Supplies	\$1,685.81
Postage	\$2,495.69
Books & Periodicals	\$143.00
Refunds/Reimbursement	\$0.00
Equipment	\$0.00
Meetings/Seminars	\$0.00
Grants	\$0.00
	\$36,369.59
<u>POLICE DEPARTMENT</u>	
Full Time Employee	\$437,468.76
Part Time Employee	\$4,688.15
Overtime	\$15,631.39
Clerical	\$48,657.62
Special Detail Officer	\$0.00
Retirement	\$125,814.50
Uniforms	\$10,372.36
Legal Services	\$0.00

Legal Notices	\$669.24
Telephone	\$4,592.81
Computer Technology	\$2,947.98
Contract	\$23,655.00
Maintenance Agreement	\$496.12
Lease	\$1,404.00
Dues & Subscriptions	\$815.00
Supplies	\$2,572.86
Postage	\$426.54
Gasoline	\$17,132.07
Vehicle Maint. & Repairs	\$6,855.44
Books & Periodicals	\$280.43
Ammunition & Firearms	\$2,079.72
Photo & Video Equipment	\$0.00
Dare Program	\$744.94
Miscellaneous	\$1,402.24
Reimbursement - Tuition	\$0.00
Equipment Non-Electronics	\$83.94
Equipment Electronics	\$1,022.38
Cruiser	\$31,532.21
Meetings & Seminars	\$2,459.00
Grant	\$0.00
	\$743,804.70
<u>PRIOR YEAR ENCUMBRANCES</u>	
Library Encumbrances	\$0.00
Fire Department Encumbrance	\$0.00
	\$0.00
<u>REVALUATION OF PROPERTY</u>	
Part Time Employee	\$17,538.88
Contract Appraiser	\$53,785.65
Tax Maps Updating/Maintenance	\$3,225.00
Registry Recordings	\$20.55
Maintenance-Vendors	\$5,266.03
Dues & Subscriptions	\$0.00
Supplies	\$98.84
Postage	\$122.81
Equipment	\$0.00
Meetings/Seminars	\$302.60
	\$80,360.36
<u>ROAD RECONSTRUCTION</u>	
Surveys	\$0.00
Blasting	\$0.00
Contract	\$3,722.50
Culverts	\$394.20
Material	\$30,103.93
Hot Top/Grinding	\$235,255.86
Road Reconstruction	\$0.00
	\$269,476.49
<u>ROAD RESURFACING</u>	
Resurfacing	\$0.00
Tarring/Sealing	\$0.00
	\$0.00
<u>SOLID WASTE COLLECTION</u>	
Mileage	\$14.50
Uniforms/Protective Gear	\$365.31
Engineering & Testing	\$6,281.97
Legal Notices	\$0.00
Telephone	\$513.26
Testing	\$0.00
Mowing	\$1,150.00
Contract	\$5,835.77
Electricity	\$3,134.61
Dues & Subscriptions	\$313.60
Supplies	\$1,457.30
Maintenance & Repairs	\$3,203.42
Gasoline	\$0.00
Diesel	\$526.60
Heavy Equipment Cont/Loader	\$1,044.53
Meetings/Seminars/ Training	\$225.00

Grant	\$0.00
	\$24,065.87
<u>SOLID WASTE DISPOSAL</u>	
Disposal/Solid Waste	\$210,235.75
Disposal/Refrigerators	\$849.18
Disposal/Recyclable	\$17,343.53
Disposal/Tires	\$336.00
Disposal/Oil	\$0.00
Disposal/Electronics	\$4,431.56
Hazardous Waste Day	\$8,000.00
	\$241,196.02
<u>SUPERVISORS OF CHECKLIST</u>	
Supervisors of Checklist	\$785.80
Mileage	\$0.00
Legal Notices	\$0.00
Software Upgrades	\$0.00
Maintenance – Vendor	\$0.00
Supplies	\$13.60
Postage	\$0.00
Equipment	\$0.00
Training/Workshops	\$0.00
Grant	\$0.00
	\$799.40
<u>TOWN ADMINISTRATION</u>	
Full Time Employee	\$131,234.19
Part Time Employee	\$22,231.81
Overtime	\$0.00
Mileage	\$1,592.40
Auditing Services	\$9,000.00
Legal Notices	\$279.90
Telephone	\$1,176.81
Software Upgrades	\$0.00
Registry Recordings	\$0.00
Record Retention	\$0.00
Contract	\$17,456.25
Maintenance - Vendors	\$9,010.80
Rental & Leases	\$3,998.12
Dues & Subscriptions	\$185.00
Supplies	\$2,007.19
Postage	\$1,282.52
Books & Periodicals	\$136.56
Miscellaneous	\$434.72
Reimbursement – Tuition	\$0.00
Equipment – Computer/Copier	\$0.00
Seminars/Meetings	\$142.23
Grant	\$0.00
Other Charges & Expenses	\$1,887.19
	\$202,055.69
<u>TOWN CLERK/TAX COLLECTOR</u>	
Full Time Employee	\$80,350.37
Part Time Employee	\$2,622.64
Overtime	\$2,511.91
Mileage	\$2,072.92
Auditing Services	\$7,750.00
Telephone	\$168.00
Software Upgrades	\$0.00
Registry Recordings	\$612.71
Record Retention	\$499.36
Tax Search	\$658.50
Maintenance – Vendors	\$6,632.48
Dues & Subscriptions	\$265.00
Supplies	\$3,990.98
Dog Licenses	\$585.14
Postage	\$8,461.87
Books & Periodicals	\$234.97
Equipment	\$109.99
Meetings/Seminars	\$1,494.00
Grant	\$0.00
	\$119,020.84

<u>TOWN FICA/MEDI</u>	
FICA	\$63,852.11
MEDI	\$21,178.17
	\$85,030.28
<u>TOWN HALL</u>	
Telephone	\$481.34
Contract	\$70.00
Electricity	\$5,623.67
Heating Oil	\$7,673.10
Maintenance	\$4,313.61
Rubbish Collection	\$9,673.80
Grant	\$0.00
Other Charges & Expenses	\$0.00
	\$27,835.52
<u>TOWN MEETING/ELECTIONS</u>	
Moderator	\$400.77
Assistant Moderator	\$0.00
Ballot Clerks	\$463.15
Ballot Counters	\$97.86
Election Assistant	\$0.00
Legal Notices	\$0.00
Sound System	\$1,400.00
Maintenance & Repairs	\$500.00
Accu-Vote Tabulator	\$0.00
Supplies	\$815.50
Ballots	\$2,395.40
Equipment	\$0.00
Grant	\$0.00
	\$6,072.68
<u>TRANSFER STATION ADMINISTRATION</u>	
Full Time Employee	\$11,052.34
Part Time Employee	\$67,027.95
	\$78,080.29
<u>VEASEY PARK</u>	
Part Time Employee	\$10,925.53
Swim Instructor	\$1,061.25
Uniforms	\$981.00
Legal Notices	\$0.00
Telephone	\$317.07
Contract	\$700.00
Electric	\$357.28
Repairs	\$1,933.07
Rubbish Collection	\$80.00
Supplies	\$43.83
Miscellaneous	\$75.00
Reimbursement	\$1,320.00
Grant	\$0.00
Safety Compliance	\$0.00
	\$17,794.03
<u>ZONING BOARD</u>	
Part Time Employee	\$702.39
Legal Services	\$0.00
Legal Notices	\$404.30
ZBA Maintenance - Vendors	\$466.02
Printing Services	\$0.00
Supplies	\$1.67
Postage	\$732.22
Equipment	\$0.00
Meetings/Seminars	\$0.00
Grant	\$0.00
	\$2,306.60

2019 Employee Wage Roster

<u>Employee Name</u>	<u>Department</u>	<u>Gross Amount</u>
Acevedo, Arllen M	Fire Department	\$1,775.91
Ahern, Shea R	Fire Department	\$460.89
Andersen, Savanna R	Recreation	\$3,240.00
Bacon, Jeremy T	Fire Department	\$6,962.34
Bellavance, Evelyn L	Recreation	\$3,067.50
Bernier, Lucas C	Police	\$58,117.30
Berry, Casandra J	Veasey Park	\$559.30
Berube, Nicholas D	Police	\$16,930.21
Blake, Benjamin	Fire Department	\$11,538.37
Blake, Katherine R	Veasey Park	\$874.50
Blenkhorn, Emma C	Recreation	\$2,847.50
Bosworth, Jesse W	Fire Department	\$476.90
Bosworth, Joseph H	Fire Department	\$647.93
Boucher, Jane L	Planning Board	\$10,847.25
Brinson, Colin D	Recreation	\$4,774.55
Burklund, Gregg A	Recreation	\$5,172.34
Bushey, Raymond A	Fire Department	\$9,758.60
Butchkoski, Evin S	Recreation	\$1,912.50
Butler, Charles R	Fire Department	\$2,564.10
Butler, Richard E	Fire Department	\$5,439.36
Cady, Aaron B	Fire Department	\$839.24
Carr, Todd B	Police	\$50,815.22
Comire, Brandon L	Recreation	\$2,734.30
Comire, Katelyn E	Recreation	\$418.99
Cornell, Maddox L	Recreation	\$792.05
Cote, Alex E	Fire Department	\$1,162.65
Cox, Elizabeth M	Recreation	\$1,297.50
Crawford, Olivia P	Recreation	\$1,355.00
Crotty, Kim L	Town Clerk/Tax Collector	\$37,011.97
Crotty, Tristen D	Recreation	\$1,267.50
Dellas, Helen	Fire Department	\$405.22
Deyermond, Daniel C	Police	\$15,469.76
Dubiansky, John P	Fire Department	\$23,177.66
Duquette, Gary J	Police	\$84,667.16
Ellis, Raymond B	Government Buildings	\$35,072.22
Fifield, Julia M	Veasey Park	\$2,049.00
Fifield, Lily C	Veasey Park	\$2,134.00
Fisher, Laura M	Fire Department	\$2,439.50
Fisher, Matthew S	Fire Department	\$12,052.00
Furtado, Kerri A	Recreation	\$8,953.86
Gallant, Christopher R	Fire Department	\$526.34
Gamache, Amanda M	Recreation	\$5,139.89
Gamache, Christopher	Fire Department	\$36.94
Gamache, Megan L	Recreation	\$1,390.00
Garneau, Cassidy P	Recreation	\$805.00
Gill, Adam G	Fire Department	\$1,413.49
Gill, Joseph R	Fire Department	\$830.99
Greig, Denise A	Welfare	\$27,244.84
Gross, Chloe C	Veasey Park	\$2,283.75
Harrington Jr, John H	Town Administration	\$82,514.36
Hill, Kevin C	Recreation	\$43,538.91

Hills, Bethany L	Fire Department	\$748.02
Hills, Brenda A	Fire Department	\$3,411.94
Hills, Philip J	Fire Department	\$1,039.56
Hills, Tristan M	Fire Department	\$24.15
Hochschwender, Benjamin P	Fire Department	\$16,788.75
Hoglund, Laura Kay	Fire Department	\$24.56
Houle, Laura A	Recreation	\$4,571.92
Houser, Timothy E	Recreation	\$445.45
Hughes, Joel	Police	\$67,043.71
Jamele, Steven F	Information Technology	\$43,882.43
Kimball, Dianne L	Fire Department	\$6,283.77
Kimball, Matthew D	Highway Administration	\$51,340.70
Kimball, Paul R	Highway Administration	\$51,825.24
Lane, Matthew J	Recreation	\$167.50
Lavoie, Michael E	Police	\$75,950.93
Lawrence, Nicholas L	Recreation	\$54,123.81
Lemay, Peter J	Town Administration	\$58,141.30
Lindquist, James R	Fire Department	\$1,797.24
Long, Randi P	Town Administration	\$20,091.85
Lopez, William M	Fire Department	\$825.73
Mahoney, Morgan K	Recreation	\$4,903.25
Marquis, Jennifer J	Recreation	\$216.00
Marshall, Judith L	Conservation Commission	\$1,115.47
Mason, Hannah R	Recreation	\$4,297.41
McGarry, Frederick J	Executive	\$600.00
McHugh, Cynthia B	Animal Control	\$9,951.09
McPherson, Philip R	Recreation	\$20,533.94
Meyers, Anne E	Library	\$80.33
Mitchell, Norman N	Transfer Station	\$128.52
Molet, Alexander R	Police	\$61,871.26
Murphy, Steven C	Transfer Station	\$23,323.85
Newell, Mitchell S	Police	\$74,214.99
Oehler, Carl E	Highway Administration	\$64,942.33
Pappalardo, Alyssa M	Recreation	\$9,315.63
Pappalardo, Angela M	Recreation	\$8,153.48
Paradise, Dennis M	Transfer Station	\$29,286.60
Pegnam, Kaitlyn S	Recreation	\$2,595.00
Pelletier, Emily R	Recreation	\$5,091.71
Pelletier, Richard H	Building Inspection	\$62,972.09
Pitman, Richard W	Executive	\$650.00
Poisson, Taryn E	Recreation	\$535.00
Rapsis, Jason S	Fire Department	\$1,419.11
Riley, Liam D	Recreation	\$6,088.18
Riley, Patrick R	Recreation	\$1,957.50
Robert, Ernest A	Fire Department	\$1,401.10
Robert, Kristine L	Assessing	\$5,619.20
Roberts, Kelly A	Town Clerk/Tax Collector	\$51,115.11
Robertson, Robert A	Executive	\$750.00
Rodd, Kevin E	Fire Department	\$2,420.45
Sanborn, Cherie A	Assessing	\$12,629.42
Schibblehute, Doreen	Fire Department	\$3,054.50
Schirl, Paul A	Fire Department	\$2,312.76
Seidner, John D	Fire Department	\$38.37
Shimer, Cody R	Recreation	\$3,031.95
Shimer, Meadow B	Recreation	\$1,450.00
Shute, Jeffrey R	Executive	\$600.00

Sinnamon, Lorena A	Executive	\$4,160.00
Smith, Glenda J	Police	\$55,954.87
Smith, Jeffrey P	Fire Department	\$2,156.71
St. Onge, Roger N	Police	\$7,590.10
St. Peter, Tina J	Municipal Budget Committee	\$535.50
Stevens, Hailey A	Recreation	\$7,880.51
Sullivan, Eric C	Recreation	\$3,342.60
Thorne, Madison E	Veasey Park	\$1,965.00
Torti, Kurt M	Transfer Station	\$16,532.11
Treantafel, Cameron G	Recreation	\$7,106.99
Treantafel, Deborahann	Recreation	\$28,048.86
Vennerbeck, Ann H	Library	\$15,449.83
White, Jessica B	Veasey Park	\$2,233.00
Wimsatt, Zebulon M	Library	\$14,772.31
Wyman, Debora L	Fire Department	\$2,793.24
Wyman, Donald A	Fire Department	\$399.91
Yost, Candace M	Library	\$46,267.58
Young, Mark M	Highway Administration	\$62,620.23

Parks and Recreation Revolving Fund of 2019

Program Name	G/L Number	2018 Balance	2019 Revenue	2019 Expenses	2019 Balance	Profit/Loss
Adult Co-Ed Softball	01	10,077.36	5,505.00	2,833.64	12,748.72	2,671.36
Adult PU Basketball	03	4,332.95	312.00	16.25	4,628.70	295.75
Adult Yoga	07	8,892.84	4,756.00	3,700.80	9,948.04	1,055.20
Gazebo Field	11	(24,589.51)		68.05	(24,657.56)	(68.05)
Old Home Day	12	(20,615.40)	4,877.00	7,467.18	(23,205.58)	(2,590.18)
Dances	13	6,191.92	4,245.00	1,660.10	8,776.82	2,584.90
Toddler Events	14	1,377.86	1,430.00	523.77	2,284.09	906.23
Trips	15	(6,283.73)	8,476.90	3,127.50	(934.33)	5,349.40
Youth Baseball	16	(9,586.54)	11,322.25	11,052.87	(9,317.16)	269.38
Youth Basketball	17	10,150.19	8,393.50	5,347.79	13,195.90	3,045.71
Youth Softball	18		3,303.00	4,693.67	(1,390.67)	(1,390.67)
Youth Flag Football	19		60.00	60.00	-	-
Youth Fall Soccer	20	(4,388.43)	13,235.75	9,025.35	(178.03)	4,210.40
Youth Hoop Classic	22	24,215.45	17,764.50	10,731.84	31,248.11	7,032.66
Youth Soccer Camps	23	2,252.15			2,252.15	-
Senior Programs	27	(5,163.16)	5,070.00	4,099.71	(4,192.87)	970.29
Nutrition 365	28	(5.73)	191.46		185.73	191.46
Summer Day Camp	34	53,910.47	76,289.00	81,953.88	48,245.59	(5,664.88)
3 and 3	35	6,736.56	1,090.00	168.75	7,657.81	921.25
Line Dancing	36	2,138.85		35.95	2,102.90	(35.95)
After School Programs	37	195,221.86	131,591.00	87,066.66	239,746.20	44,524.34
Full Body Blast	46	8,027.02	1,290.00	976.00	8,341.02	314.00
Postage	50	(932.74)		6.52	(998.26)	(65.52)
Special Events	52	(24,014.04)	1,702.00	3,531.80	(25,843.84)	(1,829.80)
FICA	54	(43,113.21)		11,778.59	(54,891.80)	(11,778.59)
Medi	55	(10,018.51)		2,754.71	(12,773.22)	(2,754.71)
Retirement	57	(3,880.83)		2,571.88	(6,452.71)	(2,571.88)
Capital Improvements	59	(26,214.67)		9,114.22	(35,328.89)	(9,114.22)
Equipment (Major)	60	(10,339.28)		2,547.15	(12,886.43)	(2,547.15)
Equipment M&R	61	(3,358.52)		1,448.32	(4,806.84)	(1,448.32)
Facility M&R	62	(7,663.91)		23,797.62	(31,461.53)	(23,797.62)
Vehicles	63	(10,685.09)		19.18	(10,704.27)	(19.18)
Vehicle M&R	64	(1,070.47)		743.99	(1,814.46)	(743.99)
Administration	98		45.00	52,885.15	(52,840.15)	(52,840.15)
Dormant Programs		(4,758.49)			(4,758.49)	-
		116,843.22	300,949.36	345,867.89	71,924.69	(44,918.53)

Joe Stone Good Sport Fund			
	<i>Revenue</i>	<i>Expenses</i>	<i>Balance</i>
From 80 Fund			\$1,797.21
2013	\$1,737.00	\$1,000.00	\$2,534.21
2014	\$0.00	\$1,000.00	\$1,534.21
2015	\$651.00	\$1,000.00	\$1,185.21
2016	\$1,511.00	\$1,000.00	\$1,696.21
2017	\$1,318.00	\$1,000.00	\$2,014.21
2018	\$1,600.00	\$1,000.00	\$2,614.21
2019	\$2,846.50	\$1,582.00	\$3,878.71

Summary Inventory of Valuation

<u>Value of Land</u>	<u>Acreage</u>	<u>Value</u>	LESS: ESTIMATED REVENUES & CREDITS			
Land - Current Use	19,270.50	\$1,462,160.00	Land Use Change Tax	\$15,000.00		
Conservation Restriction Assmt	1.50	\$81.00	Yield Tax	\$25,000.00		
Discretionary Preservation Easement	1.36	\$18,550.00	Interest & Penalties on Delinq. Tax	\$55,000.00		
Residential Land	7,235.14	\$204,505,200.00	Excavation Tax (\$.02 cents per cu yd)	\$500.00		
Commercial Land	477.41	\$5,892,800.00	Business Licenses & Permits	\$35,000.00		
Residential Buildings		\$286,994,611.00	Motor Vehicle Permit Fees	\$1,000,000.00		
Manufactured Housing		\$4,236,300.00	Building Permits	\$30,000.00		
Commercial Buildings		\$15,241,000.00	Other Licenses, Permits & Fees	\$30,000.00		
Discretionary Preservation Easement	20	\$113,489.00	Shared Revenue	\$50,144.00		
Public Utilities		<u>\$69,842,700.00</u>	Meals & Rooms Tax	\$234,548.00		
Valuation before exemptions		\$588,306,891.00	Highway Block Grant	\$154,101.00		
			State & Federal Forest Lands Reimb	\$1,348.00		
Less -Total Exemptions		<u>(\$2,665,700.00)</u>	Other State Grants & Reimb	\$0.00		
NET VALUATION (All Other Taxes)		\$585,641,191.00	From Other Governments	\$0.00		
			Income from Departments	\$63,100.00		
Less - Public Utilities - Electric		<u>(\$69,842,700.00)</u>	Sale of Municipal Property	\$0.00		
NET VALUATION (State Education Tax)		\$515,798,491.00	Interest on Investments	\$15,000.00		
			Other	\$15,000.00		
STATEMENT OF APPROPRIATIONS AND TAXES ASSESSED			Special Revenue Funds	\$0.00		
Executive		\$359,161.00	Trust & Agency Funds	<u>\$0.00</u>		
Election, Registration & Vital Statistics		\$11,713.00		\$1,723,741.00		
Financial Administration		\$94,033.00				
Revaluation of Property		\$91,880.00	Fund Balance Voted Surplus	\$0.00		
Legal Expense		\$43,572.00	General Fund Balance	<u>\$30,000.00</u>		
Personnel Administration		\$85,506.00	TOTAL REVENUES & CREDITS	\$1,753,741.00		
Planning & Zoning		\$47,875.00	Appropriations (less encumbrances)	\$4,103,220.00		
General Government Buildings		\$223,416.00	Less: Net Revenues Adjusted	(\$1,723,741.00)		
Cemeteries		\$21,452.00	(Not Including Fund Balance)			
Insurance		\$446,825.00	Less: Fund Balance Voted Surplus	\$0.00		
Advertising & Regional Association		\$4,019.00	Less: Fund Balance to Reduce Taxes	\$0.00		
Police Department		\$750,314.00	Add: Overlay	\$252,552.00		
Ambulance		\$11,500.00	Add: War Service Credits	\$133,625.00		
Fire Department/Forest Fires		\$275,999.00				
Building Inspection		\$50,992.00	Net Town Appropriation	\$2,349,479.00		
Emergency Management		\$7,368.00	Net School Appropriation	\$9,148,054.00		
Highway Administration		\$205,658.00	State Education Tax	\$1,185,499.00		
Highways & Streets		\$551,934.00	County Tax Assessment	\$578,321.00		
Bridges		\$1.00				
Dams		\$400.00	ALLOCATION OF TAX DOLLAR			
Transfer Station Administration		\$74,591.00	2019 Tax Rate \$23.11			
Solid Waste Collection		\$43,344.00	Town	School	County	ST ED
Solid Waste Disposal		\$235,101.00	\$4.20	\$15.62	\$0.99	\$2.30
Animal Control		\$6,202.00	2016 Tax Rate	\$22.20		
Health Agencies & Hospitals		\$34,316.00	2015 Tax Rate	\$22.01		
General Assistance		\$69,777.00	2014 Tax Rate	\$23.01		
Parks & Recreation		\$97,984.00	2013 Tax Rate	\$22.65		
Library		\$106,809.00	2012 Tax Rate	\$21.91		
Patriotic Purposes		\$1,200.00	2011 Tax Rate	\$21.45		
Conservation		\$13,277.00	2010 Tax Rate	\$22.96		
Tax Anticipation Note		\$1.00	2009 Tax Rate	\$19.41		
Prior Year Encumbrances		\$0.00	2008 Tax Rate	\$19.51		
Warrant Articles		<u>\$137,000.00</u>	2007 Tax Rate	\$17.53		
		\$4,103,220.00	2006 Tax Rate	\$17.53		
			2005 Tax Rate	\$17.51		

Town Owned Property

<u>Map & Lot</u>	<u>Description</u>	<u>Property Location</u>	<u>Acres</u>	<u>Value</u>
201-15		Sand Pit Avenue	0.14	\$52,500.00
201-21	R Cyphers Land	Kenoza Ave	0.90	\$82,700.00
204-14	Clark Land	Off Pleasant Hill Road	9.80	\$71,500.00
204-28	Ambrose Property	North Road	62.00	\$240,900.00
204-33	Ambrose Property	Gulf Road	0.27	\$23,700.00
205-1	Jarius Page Land	Off Griffin Road	2.90	\$2,900.00
205-4		Griffin Road	0.07	\$16,700.00
205-76	Veasey Park	Pleasant Lake	5.95	\$624,900.00
208-1	Freeses Land	North Road	5.10	\$83,300.00
208-3		North Road	0.40	\$14,200.00
208-14		Route 107	0.09	\$21,700.00
208-15	Dolliver Land	North Road	1.10	\$60,700.00
208-20	Kenney Land-Freeses Pond	Hammond Road	0.12	\$2,700.00
208-22	F Glesner Property	20 Hammond Road	0.69	\$47,600.00
208-26	F Glesner Property	Hammond Road	3.68	\$55,200.00
208-33	Richard Land-Freeses Pond	Hammond Road	0.11	\$12,600.00
208-59	West Land-Freeses Pond	North Road	0.51	\$15,400.00
208-61	Witham Land-Freeses Pond	Route 107	0.56	\$63,400.00
208-98	Witham Land	Penn Avenue	0.14	\$2,900.00
208-111	Tanzella Land	Lewis Drive	0.11	\$12,700.00
208-112	Tanzella Land	Lewis Drive	0.11	\$12,600.00
208-117	Crosley Land	Lewis Drive	0.08	\$11,600.00
208-118	Crosley Land	Lewis Drive	0.10	\$12,100.00
208-119	Crosley Land	Lewis Drive	0.10	\$12,100.00
208-122	Freesees Land-Gravel Bank	Off Blakes Hill Road	4.07	\$99,800.00
209-1	Daniel Stevens Land	North Road	0.78	\$55,600.00
209-25	Freesees Land	Off North Road	7.20	\$75,900.00
209-29	Freesees Pond Dam	Route 43-107	0.50	\$101,300.00
209-32	Freesees Land	Freesees Pond Road	3.90	\$62,300.00
209-34	Freesees Land	North Road	11.50	\$123,900.00
210-2	Soldiers Memorial Lot & Bldg	4 Church Street	0.33	\$316,600.00
210-3	Fire Station-Old Center Rd South	6 Church Street	0.25	\$223,500.00
210-5	Town Hall Lot & Bldg Highway Bldg - Old Center Rd South	10 Church Street	9.41	\$835,100.00
403-2	Hart Land	Griffin Road	71.00	\$159,700.00
404-2	Edythe H. Boisvert Land	Dow Road	178.77	\$125,600.00
405-19		Off North Road	0.04	\$100.00
405-33		Whittier Road	0.12	\$29,700.00
405-76	D Kelly Property	North Road	5.00	\$66,200.00
405-98	Susan Yeaton Land	Northwood Town Line Pleasant Lake Dam Land, Flowage Rights	17.00	\$30,000.00
405-99	Johnson Land	Off Blakes Hill Road	4.50	\$8,100.00
406-12	MCNeil Woods	Blakes Hill Road	63.00	\$126,100.00
408-35	Tuttle Land	Coffeetown Road	0.64	\$49,900.00
409-1	Parade Cemetery (Joseph Mills)	Nottingham Road	0.60	\$46,600.00
409-2	Academy Lot (Joseph Mills)	Nottingham Road	0.05	\$1,700.00
409-54	Gile Beye, Conservation land	Nottingham Road	128.00	\$5,800.00
410-32	Freese Property	Mount Delight Road	175.50	\$82,700.00
410-85		Old Centre Road	0.50	\$55,700.00
410-109	Old Center Cemetery	Meetinghouse Hill Road	2.40	\$67,600.00
411-14		Mount Delight Road	0.11	\$33,900.00
411-16	Mt Delight Poor Farm Cemetery	Mount Delight Road	0.16	\$3,700.00
411-34		Swamp Road	0.67	\$55,400.00
411-39	Wells Lot	Dow Road	83.00	\$93,900.00
411-40		Mount Delight Road	0.13	\$34,900.00
413-3	Cemetery Fellows	Sanborn	0.30	\$37,800.00
413-22-12		Middle Road	0.15	\$35,900.00
413-58		Old South Road	0.31	\$42,200.00
413-96	Alvah Chase Land	Thurston Pond Road	10.90	\$19,600.00
414-32		Ridge Road	0.50	\$5,400.00

414-33	Cemetery Fellows	Sanborn	0.30	\$37,800.00
414-37	Miller Land	Putnam Lane	10.00	\$31,500.00
414-38	Fowler Land	Putnam Lane	8.30	\$11,200.00
414-39	Miller Land	Putnam Lane	8.00	\$29,300.00
414-40	Miller Land	Putnam Lane	12.00	\$33,500.00
414-73	Arthur Chase Land	Ridge Road	38.00	\$81,100.00
414-97-1	Land Gifted from Roger & Peg King	Ridge Road	11.25	\$110,700.00
414-139	Land Around Haynes Cemetery	Haynes Road	0.25	\$40,800.00
414-146		Ridge Road	0.06	\$13,300.00
415-1	GBW Building	8 Raymond Road	4.50	\$1,231,900.00
415-3	Morrison Cemetery	Raymond Road	2.90	\$49,100.00
415-30	Lindsay Conservation Area	Raymond Road	68.07	\$147,900.00
415-31	Athletic Field	13 Raymond Road	3.93	\$113,300.00
415-32	Land Across from GBW	Off Raymond Road	9.30	\$144,800.00
415-35		Candia Road	0.12	\$34,400.00
415-38	Flanders Land-Tannery Site	Candia Road	0.12	\$3,400.00
415-48	Jackson Land	Adams Hill Rd	0.90	\$22,000.00
415-79		Mountain Road	3.19	\$63,000.00
415-92	Devries Land	Off Mountain Road	4.00	\$7,200.00
416-12	Cate Land-Cemetery	Nottingham Road	3.50	\$55,200.00
416-16	Dowst-Cate Town Forest	Nottingham Road	110.30	\$274,600.00
416-18	Weiss Land	Nottingham Road	93.40	\$189,400.00
416-74		Nottingham Road	0.18	\$29,900.00
416-82	Brower Land	Mountain Road	9.32	\$9,600.00
418-6	Owner Unknown	Off Raymond Road	0.30	\$500.00
418-25	A Estrella Property	Reservation Road	23.00	\$220,800.00
418-26	A Estrella Property	Off Raymond Road	5.70	\$10,300.00
418-45		Tandy Road	2.00	\$52,900.00
418-62	A Estrella Property	Reservation Road	76.00	\$317,400.00
418-82	Maynard-Philbrick	Stage Road	0.14	\$8,000.00
419-36		Middle Road	0.08	\$25,000.00
419-46-21	Tukcor Land-Open Space	Hartford Brook Road	1.00	\$7,600.00
419-46-22	Tukcor Land-Open Space	15 Hartford Brook Road	10.05	\$194,900.00
420-09		South Road	0.09	\$29,900.00
420-30		South Road	0.21	\$38,900.00
420-58	South Fire Station Lot & Bldg	33 Birch Road	0.51	\$144,100.00
420-65-2	Firepond	Birch Road	0.07	\$7,500.00
420-66	J Sayers Property	141 South Road	1.10	\$116,600.00
423-21		South Road	0.27	\$42,000.00
423-43	Dearborn Land	Old Candia Road	0.31	\$4,100.00
424-26	Wilson Land	Brown Road	55.20	\$128,300.00
424-27	Sanitary Landfill	51 Brown Road	36.78	\$488,500.00
424-55	John Doe Land-Back Land	Off Raymond Road	4.20	\$7,600.00
424-78		Raymond Road	0.50	\$4,400.00
424-82		Pinecrest Road	0.38	\$38,800.00
Totals	103 Parcels		1496.10	\$9,321,800.00

Town Treasurer Report 2019

Checking Account Balance January 1, 2019		\$5,994,017.17
Receipts from Tax Collector	\$11,277,880.47	
Receipts from Selectmen	\$399,247.13	
Receipts from Town Clerk	\$1,542,273.65	
Receipts from Parks & Recreation Revolving Fund	\$303,619.31	
Receipts from Other Sources	\$240,294.62	
Transfers from Conservation and Escrow Accounts	\$261,699.99	
Total Cash Receipts		\$14,025,015.17
Payments Approved by Selectmen Board		(\$15,293,009.97)
Checking Account Balance December 31, 2019		\$4,726,022.37

Town Accounts

Citizens Bank Money Market	\$313,306.11
Conservation Fund	\$184,325.19
Deerfield Rescue	\$12,155.46
Fire Department Equipment Fund	\$1,337.75
Forest Maintenance	\$31,270.47
Heritage Foundation.....	\$5,442.71
Highway Donations	\$141.27
Impact Fees - Highways.....	\$37,000.54
Impact Fees - School	\$107,113.04
Impact Fees - Solid Waste	\$41,571.58
Lamprey River Advisory Committee.....	\$619.31
Miscellaneous Planning Board Engineering.....	\$14,541.66
Police Department – Cop Cards.....	\$84.73
Rollins N Engineering Review	\$511.92
Rollins N Reclamation B	\$10,734.22
Town Hall Accessibility Fund	\$7,823.38
Town Planner Fees.....	\$1,003.83
Veasey Park	\$10,197.31
Wheelabrator Community Partnership Grant	\$3,430.38
Total	\$782,610.86

Lorena Sinnamon
Town Treasurer

Financial Report of Philbrick-James Library

TD Bank Accounts

Checking balance, January 1, 2019	\$33,226.38
Savings balance, January 1, 2019	\$50,211.60

Expenditures

Full time employee	\$44,723.11
Part time employee	\$29,283.32
Telephone	\$649.63
Professional Development	\$797.36

includes professional dues, NHLA
librarian and trustee membership,
conferences

Contracts	\$5,862
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Cleaning service contract	\$4,488
Library World contract	\$495.00
DLL copier lease	\$292.00
Bluehost web hosting service	\$293.18
Park Street Foundation movie licensing 2019	\$294.00

Electricity (Eversource)	\$2,203.75
Heating Oil (Rymes)	\$1,760.70
Building Maintenance & Repair	\$1,014.00

Office supplies	\$1,831.51
Office water	\$307.28
Other	\$1,524.23

Equipment maintenance (copier and lift)	\$247.48
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Books/Other Media Materials	\$12,726.09
Books	\$11,233.80
E-books/Kobo	\$44.00
Magazines	\$196.94
Newspapers	\$327.20
Databases	\$425.00
Audiobooks/Videos	\$300.00
Other	\$199.15

Humanities	\$850.00
Canterbury Shaker Village pass	\$100.00
SEE Science Center membership	\$250.00
Woodman Museum fee	\$75.00
NH Historical Society pass and membership	\$75.00
Seacoast Science Center membership	\$100.00
Strawbery Banke membership	\$250.00

New Equipment	\$713.91
Total Expenditures	\$102,663.04

Report of the Deerfield Trustee of Trust Funds for the Year 2019

The town's funds continue to receive custodial management by the Trustees and Cambridge Trust Company of Concord NH. The funds are invested in a Fidelity Money Market account and earn money market rates.

The capital reserve funds are invested in a Fidelity Money Market account and earn money market rates. They began the year with a total value of \$1,130,282. Contributions to the funds totaled \$237,000. Withdrawals from the funds totaled \$188,643. The funds earned \$23,739. The end of year fair value of the funds totaled \$1,202,378

The common funds or charitable trust funds get managed as investments with an aim to produce income. The common funds began the year with a market value of \$771,087. Contributions to the funds totaled \$2,535 and withdrawal from the funds totaled \$50,525, which includes \$50,000 withdrawn by the Deerfield Historical Society.

The final market value for the common funds totaled \$877,823. The (approximate because of timing issues) return on the fund's investments was 21%.

The management fee of \$792 in January 2019 was a holdover from the 4th quarter expense of 2018. The Town of Deerfield Board of Selectmen agreed to pay the management fee for the trust funds from the executive budget beginning in 2019. Going forward, the management fee will not be charged to the trust fund balances.

We had one other accomplishment that deserves a special note.

Our newest trustee, Joanna Waring took on a project to create a reference manual for the current trustees and future trustees in order to help them have the information that is needed to accomplish their job.

This manual contains information such as:

- When and how the Trustees of the Trust Funds was created o The RSA's that apply to the Trustees of the Trust Funds
- Who manages/handles the funds (Cambridge Trust, Concord, NH)
- When and how the various trust funds were created, who is authorized to expend the funds, and what the funds can be used for
- As well as other information that will assist the Trustees in accomplishing their job.

By having this guide, any current and future Trustees will have the information available at hand to use as a source to understand the job responsibilities of to how handle and manage the funds in their care.

Glenn Meyers - Term expires 3/2021
Joanna Waring - Term expires 3/2022
John Reagan - Term expires 3/2020

Vendor Expense Detail

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
1-800-Water Damage	\$1,190.37	Bear-Paw Regional Greenways	\$30,114.65
1st Responder Newspaper	\$85.00	Beauregard Equipment Inc	\$2,364.95
2-Way Communications Service	\$7,928.17	Becker, Bronson	\$290.00
519 Dubuque St., LLC	\$1,500.00	Ben's Uniforms	\$5,348.55
A. J. LeBlanc Heating, Inc.	\$2,691.00	Bergeron Protective Clothing, LLC	\$24,298.27
AAA Police Supply	\$1,095.90	Berglund, Kathleen	\$90.63
AMI Graphics LLC	\$423.00	Berry, John C.	\$393.76
ANCO Signs & Stamps, Inc	\$25.50	Billings, Kenneth A	\$105.00
ANHPEHRA	\$15.00	Bilodeau, Philip	\$16.31
AQ Fence	\$3,300.00	Blackstone Publishing	\$250.09
ATS Equipment, Inc	\$1,381.97	Blaisdell Survey	\$330.89
Accurate Title	\$50.21	Blake, Katherine	\$350.00
Action Cleaning Service	\$4,488.00	Block 5 Technologies	\$500.00
Advance Auto Parts	\$327.34	Blue Book	\$24.95
Advanced Emergency Products	\$4,383.89	Blue Sky Landscaping, LLC	\$11,150.00
Ahern, Shea R.	\$2,756.30	Blue Tarp Credit Services	\$39.99
Aids Response Seacoast	\$300.00	Body Armor Outlet, LLC	\$8,056.76
Airgas USA, LLC	\$635.56	Boisvert, Deborah	\$96.85
Al Terry Plumbing & Heating, Inc	\$8,000.00	Boisvert, Richard	\$16.31
Allard, Herbert E.	\$700.00	Bonnell, Patrick	\$24.00
Allsafe & Lock Inc	\$395.00	Boston Magazine	\$9.95
American Red Cross	\$550.00	Boston Red Sox Group Sales	\$1,161.00
American Sport Floors, Inc	\$96,975.00	Bosworth, Jesse	\$210.94
Anderson Equipment Co.	\$1,044.53	Bosworth, Joseph	\$52.15
Animal Control Officers Assoc	\$40.00	Bosworth, Richard	\$160.00
Applied Concepts, Inc.	\$35.00	Boucher, Jane	\$198.36
Area HomeCare &	\$718.00	Boulton, Andrea	\$5.00
Atlantic Broadband	\$1,499.10	Bound Tree Medical	\$1,474.89
Averell Landscape & Design LLC	\$5,290.00	Boyle, Joshua	\$203.00
Avitar Associates of N.E. Inc	\$33,251.00	Briand, Mary Lou	\$82.00
Axon Enterprise, Inc	\$793.00	Briggs, Meredith	\$487.50
BSN Sports, Inc.	\$1,756.50	Brines Team Sales	\$14,660.00
Baker & Taylor	\$9,198.33	Brittany Arita Designs	\$1,000.00
Banks Chevrolet Inc.	\$1,066.39	Brown, Nate	\$25.50
Barnes, Curtis	\$25.50	Brownells, Inc	\$48.94
Barnes, Derrick & Amber	\$2,784.86	C&L Monteverdi Family Rev Trust	\$443.62
Barnes, Dwight	\$158.34	CAI Technologies	\$8,025.00
Barry, Kevin	\$64.96	CASA	\$500.00

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
CASH	\$200.00	Cooper, Matthew & Leah	\$2,757.50
CJD Dirtworks, LLC	\$11,336.50	Coordinated Health	\$495.00
CMA Engineers, Inc	\$6,459.35	Cornell, Jodi	\$4,958.00
CORELOGIC	\$19,279.00	Cote, Deborah	\$54.37
Cady, Aaron B	\$1,924.50	Cox, Elizabeth	\$147.76
Caldwell Sharpening Service	\$40.00	Crawn, Anne	\$90.63
Cambridge Trust Company	\$6,357.53	Creative Product Sourcing, Inc.	\$744.94
Cameron, Malcolm	\$65.00	Cross, Sandra	\$70.00
Candace Yost	\$357.00	Crotty, Kim	\$965.12
Candia Lumber,	\$1,642.03	Crown Trophy	\$3,559.75
Canterbury Shaker Village	\$100.00	Crystal Hills Spring Water Co	\$1,275.85
Carlson, Amy	\$191.60	Curry, Patrick	\$500.00
Carlson, Heidi	\$240.00	Cyr Polygraph Services	\$275.00
Casella Waste Systems, Inc	\$133,229.95	D'Agostino, Nicholas	\$320.00
Cassier, Patrick & Sandra	\$471.49	D-Town Garage	\$4,172.50
Center Point Large Print	\$502.14	D.L. Docko & Son	\$225.00
Central Equipment LLC	\$1,017.00	DBI Glass & Aluminum, LLC	\$164.00
Chaplin, Wayne	\$50.00	DE LAGE LANDEN	\$292.00
Chappell Tractor Sales, Inc.	\$943.50	Daley, Barbara	\$90.63
Child Advocacy Center	\$1,150.00	Dallaire, Jude	\$60.00
Christ, Samantha	\$135.00	Dallaire, Mark	\$50.00
Christopherson, Erik	\$70.00	Damboise, Nancy	\$3,700.80
Citizen's Bank	\$36,086.04	Darisse Landscape Maintenance LLC	\$3,250.00
City of Franklin	\$0.00	Dartmouth-Hitchcock	\$905.48
CivicPlus, Inc.	\$2,050.00	Dave's Small Engine Repair	\$105.00
Clean Rentals, Inc.	\$4,349.20	David, Nick	\$0.00
Clivus New England, Inc	\$700.00	Davidson, Philip	\$45.00
Cloutier, Allison	\$191.60	Davis Fuels of Epsom, Inc	\$404.85
CoachDeck, LLC	\$88.30	Dearborn Life Insurance Company	\$15,686.32
Cohen Steel Supply, Inc.	\$198.90	Deely, Anne	\$85.00
Colbath Landscaping - Irrigation	\$300.00	Deerfield Community School	\$12.00
Cole, Kevin Jr.	\$2,779.43	Deerfield Conservation Commission	\$21,382.29
Collins Sports Center	\$5,577.25	Deerfield Food Pantry	\$4,000.00
Colonial Life	\$2,795.31	Deerfield Sand & Gravel	\$52,969.02
Community Investment Properties LLC	\$428.97	Deerfield School District	\$9,496,776.00
Concord Coach Lines, Inc	\$1,300.00	Deerfield Trustees of Trust Funds	\$141,450.00
Concord Hospital	\$200.00	Deerfield Veterinary Clinic, Inc.	\$1,200.00
Concord Monitor	\$954.84	Demco	\$1,217.63
Consolidated Communications	\$9,792.27	Desrochers, Cail	\$227.10
Cooney, Krystin	\$18.00	Desrosiers, Ingrid	\$443.62

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Deveau-Hurd, Yvette	\$1,000.00	Flagg, Alan	\$300.00
Devine, Joe	\$1,155.00	FleetScreen LTD	\$247.00
DiBacco, Aron	\$0.00	Floyd, Crystal	\$67.50
Don Cote Construction, LLC	\$750.00	Formax	\$172.00
Donovan Equipment Co., Inc.	\$352.75	Foster Materials, Inc.	\$900.52
Douglas Leavitt	\$150.00	GCR Truck Tire Centers Inc	\$2,595.44
DuBois, Amanda	\$125.50	GOVCONNECTION, INC	\$13,853.10
Dubois, Thomas	\$25.50	GSUA	\$889.00
Dunham, David	\$45.00	Galls, LLC	\$574.21
Dunham, Stephanie	\$90.00	Game Time Athletics	\$677.20
Duquette, Gary	\$7.00	Gazzola, David	\$27.00
Dussault, Erin	\$60.00	Gelinas Food Concession	\$6.00
ESO Solutions, Inc	\$3,050.00	George E. Sansoucy P.E. LLC	\$18,162.96
Eagle Point Gun	\$611.86	Giaquinta, Ronald	\$265.40
East Coast Emergency Outfitter	\$4,235.52	Giard, Robyn	\$3.00
East Coast Signals, Inc.	\$5,355.00	Gilbert Driveline Service & Supply	\$79.71
EastWest Bank	\$4,945.21	Gilbert Jr., Richard A.	\$50.00
Eastern Industrial Automation	\$132.74	Gilkinson, Michael	\$333.80
Ed's Flooring America	\$4,599.27	Goldstar Products Inc	\$525.10
Eddington, Jerald S.	\$10.00	Golfscapes of New England	\$1,350.00
Eidson, Chris	\$270.00	Grainger	\$388.02
Elliot Hospital Laboratory	\$150.00	Grandmaison, Kimberly	\$60.00
Ellis, Raymond	\$815.12	Granite Image	\$455.89
Emergency Education Consultants LLC	\$3,690.00	Granite State Analytical LLC	\$1,222.50
Emergency Services Marketing Corp,	\$810.00	Granite State Defense Options, LLC	\$450.00
Estee, Nicole	\$60.00	Granite State Minerals, Inc.	\$77,286.57
Eversource	\$300.00	Grappone Automotive Group	\$3,411.18
Eversource	\$47,123.03	Gray, Melissa	\$26.45
Eversource Energy	\$214.95	Great West Financial	\$5,850.00
Exeter Hospital	\$2,256.92	Greater Seacost Coordinated Access	\$100.00
F.K. Bassett & Sons	\$1,589.00	Green Insurance Associates	\$5,030.00
Ferguson Waterworks #576	\$3,338.37	Griffin, Timothy	\$40.00
Fifield, Lily	\$485.00	Gross, Erik	\$105.13
Fimbel Garage Doors	\$1,050.00	Guardian Network Solutions, LLC	\$0.00
Fire Department Company Identifiers	\$973.15	Gwinn, Robert	\$64.51
Fire Tech & Safety of NE	\$4,295.00	H.O.P. Sales & Service	\$404.70
Firematic Supply Co Inc	\$20,476.99	Hand, Rex Alan	\$19.68
Fisher, Kevin	\$33,516.50	Hanrahan, Ruth	\$10,325.00
Fisher, Laura	\$105.01	Hanson, David	\$11,000.00
Fisher, Matthew	\$9,375.42	Harrington, John	\$111.96

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Harris Computer Systems	\$10,605.76	Jackson Lumber & Millwork Co, Inc	\$61.34
Hart, William Ryan Jr.	\$8,750.00	Jacques, Kyle	\$2,782.17
Hartmann Enterprises	\$4,200.00	James R. Rosencrantz & Sons Inc	\$2,449.00
Haven	\$3,066.00	Jarbel Realty LLC	\$863.31
Health Network Laboratories	\$127.98	Jones, Dollene	\$0.00
HealthTrust	\$20,145.51	Joplin, Armond	\$16.31
Heath's Wildlife Service	\$1,125.00	Jordan Equipment Co	\$10,609.37
Heritage Commission	\$503.15	Jutras Signs and Flags	\$453.00
Heritage Hardware, LLC	\$783.82	Jutras, Tyler	\$2,777.43
Hi-Tech Cleaning, LLC	\$1,511.00	KERR WELDING	\$320.00
Hill, Kevin	\$78.94	KFD Training and Consultation	\$749.00
Hills, Brenda	\$70.00	KG Sports Trophies & Awards	\$196.00
Hillsboro Ford, Inc.	\$25,725.00	Kase Printing, Inc.	\$1,295.00
Hogan, Paul	\$175.00	Keach-Nordstrom Associates, Inc	\$3,168.86
Hoglund, Laura	\$22.68	Keefe, Alison	\$80.00
Holdridge, Daniel	\$277.75	Kelley, Michael S.	\$1,650.00
Home Depot Credit Services	\$5,047.02	Kiefer Swim Products	\$981.00
Howard P. Fairfield, LLC	\$60.56	Kimball, Dianne	\$128.25
Hubbard Consulting, LLC	\$5,000.00	L.E.A.D. Inc.	\$175.00
Hughes, Joel	\$164.99	LEAF	\$7,112.00
Hughes, William	\$360.00	LHS Associates Inc	\$2,895.40
IACP	\$655.00	Labore, Ronnie and Deborah	\$393.76
IAFC	\$255.00	Lakes Region Fire Apparatus, Inc	\$413.73
IDS	\$585.14	Lamprey Health Care	\$4,000.00
IRISH DAGR ENT. LLC	\$182.00	Lamprey River Babe Ruth	\$600.00
Ijtsma, Mirjam	\$30.00	Lamprey River Little League	\$1,911.50
Industrial Protection Services, LLC	\$2,892.00	Lamprey River Softball League	\$951.00
International Code Council Inc	\$135.00	Lamprey River Watershed Association	\$100.00
International Institute of	\$170.00	Launier, Norman	\$50.00
Interware Development Company, Inc.	\$857.00	Law Enforcement Systems Inc	\$80.00
Intoximeters, Inc.	\$63.50	Lawrence, Nick	\$23.97
Invasive Weed Control, LLC	\$865.00	Lee, Jenifer	\$63.00
Irving Energy	\$6,039.64	Leed, Jerry	\$416.00
J & B Sales of Lee, NH	\$195.00	Lehigh Valley Dermatology Assoc	\$60.00
J & D Power Equipment, Inc.	\$3,287.64	Leonard, Christine	\$1,330.00
J.A. Merrill Trucking	\$1,505.00	Lereta, LLC	\$3,896.99
J.L. Cooper Industries	\$7,370.00	Levy, William III	\$1,800.00
JCR Construction	\$5,111.58	Lewis, Dennis M.	\$1,000.00
JLN Associates LLC	\$2,615.95	Liberty International	\$4,725.96
JPI Pyrotechnics	\$4,000.00	Library Journal	\$157.99

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
LibraryWorld, Inc.	\$495.00	Mr. Steer Meats, Inc.	\$236.00
Lindquist, James	\$2,245.17	Municipal Resources, Inc.	\$19,808.65
Lindsay Water Conditioning Inc	\$4,041.95	Murphy, Steven	\$72.49
Lobao, Linda	\$311.10	NCSI	\$164.00
Long, Randi	\$236.60	NEACTC	\$35.00
Longchamps Electric LLC	\$2,271.00	NESPIN	\$100.00
Longpre, Ronald Psy.D.	\$400.00	NEVFEC	\$50.00
Luongo, Michelle	\$80.00	NFPA International	\$440.64
Lustre-Cal Corporation	\$288.00	NH Assoc. of Assessing Officials	\$20.00
MacKenzie, Forest	\$500.00	NH Association of Chiefs of Police	\$150.00
Magoon, Brian	\$450.00	NH Association of Conservation Comm	\$325.00
Mahon, Jason &	\$2,776.78	NH Correctional Industries	\$737.96
Mailfinance	\$1,818.12	NH Department of Revenue	\$10.00
Mailways, Inc	\$3,082.71	NH Electric Cooperative Inc	\$3,604.86
Maine Oxy	\$341.50	NH Historical Society	\$75.00
Manchester Paving	\$55,848.50	NH Library Trustees Association	\$210.00
Marquis, Roger	\$16.31	NH Motor Transport Association	\$80.00
Marshall, Richard	\$200.00	NH Municipal Association	\$4,509.00
Matthew Bender & Co., Inc.	\$110.43	NH Municipal Management Association	\$100.00
Matthew, Fred	\$1,452.50	NH Retirement System	\$317,897.39
McAdam, Bruce	\$105.00	NH Road Agents Association	\$30.00
McCoy, Travis	\$241.10	NH State Firemen's Association	\$800.00
McDevitt, Brian	\$420.00	NH State Library	\$425.00
McHugh, Cynthia	\$196.22	NH Tax Collectors Association	\$260.00
McKesson Medical-Surgical	\$1,335.01	NHC & TCA/Seacoast Region	\$50.00
McPherson, Phil	\$8.70	NHCTCA	\$185.00
Melanson Heath & Company, PC	\$16,750.00	NHCTCA Joint Certification Program	\$260.00
Melanson, Orman & Christina	\$1,465.89	NHGFOA	\$70.00
Mello Consulting & Training	\$225.00	NHLA	\$170.00
Menard, Frances	\$202.63	NHLA-Paralibrarian Section	\$15.00
Messina, Jared	\$880.00	NHLWAA	\$60.00
Metropolitan Compounds, Inc	\$528.50	NHTCA/NHCTCA Joint Cert Committee	\$30.00
Michael, Katy	\$80.00	NLCS, Inc	\$247.48
Miles, Crystal	\$100.00	National Association of Town Watch	\$511.78
Milton Cat	\$3,607.19	Nationstar Mortgage	\$2,582.00
Mission Control Networks	\$780.00	Nelson, Krist	\$14.00
Mitchell Municipal Group, P.A.	\$41.00	Neofunds by Neopost	\$11,000.00
Molet, Alexander	\$328.69	New England Barricade Co.	\$384.40
Molloy, Robert F.	\$1,400.00	New England Marine & Industrial	\$1,497.28
Motorola	\$18,237.19	North Coast Services, LLC	\$4,431.56

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
North Conway Grand Hotel	\$390.00	R.B. Lewis	\$29,511.00
North Country Tractor, Inc.	\$1,459.65	R.C. Brayshaw & Company, Inc.	\$1,317.15
North Road LLC	\$385.98	RPF Environmental	\$392.00
Northeast Earth Mechanics, Inc.	\$49,651.50	Radio Grove Hardware	\$6.75
Northeast Resource Recovery	\$12,326.05	Ramirez, Donna	\$3.00
Northern Oak	\$1,777.50	Rancourt, Valerie	\$16.31
Northwood Garage, LLC	\$5,607.86	Raymond Amubance Inc	\$12,500.00
Northwood Lake Watershed Assoc.	\$8,000.00	ReadyRefresh by Nestle	\$307.28
Nyberg Family Trust	\$2,778.45	RecDesk Software	\$3,600.00
O'Neal Auto & Truck Repair	\$3,938.38	Red Jacket Mountain View Resort	\$379.00
Occupational Health Centers of the	\$782.00	Relyco Sales, Inc.	\$133.00
Oehler, Carl	\$749.99	Rexel	\$4,336.09
Office Pride	\$3,765.00	Richardson, Jerry	\$300.00
Oljey, Melissa	\$160.00	Richie McFarland	\$2,000.00
Pleasant Lake Preservation Assoc	\$2,500.00	Robert, Kristine	\$123.22
Pacific Reflex Signs	\$190.45	Robert, Marianne	\$123.00
Palmer, Danielle	\$204.00	Roberts, Kelly	\$1,107.80
Parade Properties	\$446.88	Rockingham Community Action	\$5,300.00
Paradise, Dennis	\$392.08	Rockingham County	\$100.00
Park Street Foundation	\$1,179.00	Rockingham County Registry of Deeds	\$1,048.36
Partridge, Tyler	\$11,275.00	Rockingham County Treasurer	\$578,321.00
Pawtuckaway View LLC	\$76.00	Rockingham Nutrition and	\$1,602.00
Pegnam, Katie	\$500.00	Rockingham Teamwear	\$312.00
Pellerin, Rich	\$400.00	Rollins Body Works	\$500.00
Pelletier, Joyce	\$16.31	Rollins, Steven	\$20,952.00
Pembroke Housing for the Elderly	\$1,032.00	Ross, Steve	\$574.00
Philbrick James Library	\$419.18	Rupp, Adrienne	\$30.00
Physio-Control, Inc.	\$1,577.64	Rusty Truck Construction	\$7,200.00
Pike Industries Inc	\$7,487.10	Rymes Propane & Oil	\$41,977.23
Pinard Waste Systems Co., Inc.	\$80.00	Rymes Propane & Oils, Inc.	\$4,609.36
Platinum Chemicals, Inc	\$2,368.00	S.E.C. & Associates, Inc	\$302.69
Plott, Nina	\$140.00	SEE Science Center	\$250.00
Plourde Sand & Gravel Co., Inc.	\$1,025.28	SNHS Management Corp	\$1,798.00
Poseidon Air Systems	\$145.00	SYNCB/AMAZON	\$24,709.98
Pretorius, Christina	\$265.80	Safariland, LLC	\$275.00
Price Digests	\$209.97	Saindon, Richard & Susan	\$2,759.22
Primex	\$69,531.35	Sanborn Industries	\$12,675.00
Quill Corporation	\$468.48	Sanborn, Cherie	\$702.63
Quinn, Maureen	\$272.50	Sanders Searches, LLC	\$658.50
R & D Paving, Inc	\$139,277.88	Sanel Auto Parts #35	\$3,035.85

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Sanford, Joseph	\$30.00	StudentMAGS	\$41.90
Say it in Stiches, Inc.	\$1,159.50	Sullivan Tire	\$570.20
Schirl, Paul	\$59.64	Suncook Interlibrary Cooperative	\$300.00
Schwaab Inc	\$17.96	TMDE Calibration Labs, Inc.	\$290.00
Schwartz Motor Transportation, Inc	\$393.80	Taylor, Mark	\$1,520.00
Seacoast Business Machines	\$2,513.24	The Granite Group	\$519.70
Seacoast Chief Fire Officers	\$620.00	The Knox Company	\$1,344.00
Seacoast Mental Health Center	\$900.00	Thomson Reuters - West	\$136.56
Seacoast Science Center, Inc	\$100.00	Tibbetts, Mark A.	\$3,060.00
Seacoast Technical Assistance	\$1,544.38	To Your Arts Content	\$7,092.00
Searing, Chip	\$224.00	Tomilson, Cynthia E.	\$188.13
Select Print Solutions	\$888.00	Tomlinson, Andrea	\$60.00
Serenity Homes Inc	\$546.00	Torti, Kurt	\$158.83
Sewall Enterprises	\$8,500.00	Town of Deerfield	\$8,407.19
Shea, Chadwick &	\$2,106.94	Town of Nottingham	\$440.00
Shimer, Cody	\$85.33	Tracy, Steve	\$105.00
Shute, Jeffrey	\$204.98	TransUnion Risk & Alternative	\$683.10
Sidmore, Thelma	\$787.52	Treantafel, Debbie	\$20.36
Sign*A*Rama of Concord	\$252.00	Treasurer, State of New Hampshire	\$24,127.02
Sinnamon, Lorena	\$684.00	TriTech Software Systems	\$3,424.38
Skycom Security	\$2,769.00	Triangle Portable Service	\$6,526.60
Skyline Roofing Inc.	\$43,720.00	Tufts Health Freedom Plan	\$138,150.25
Smith, Jeffrey	\$149.58	Turner EMS Solutions	\$1,300.00
Smith, Paul M	\$24,648.00	US Postal Service	\$297.00
Smithsonian	\$19.00	Ultiplay Parks & Playgrounds Inc	\$39,860.00
Sorak, David and Glenda	\$76.72	Union Leader Corporation	\$1,067.90
Sorenson, Corey	\$2,050.00	United States Treasury	\$187.85
Southern NH Planning Commission	\$22,586.51	Upton & Hatfield LLP	\$21,510.35
Speedy Printing & Copying	\$234.66	Vaillancourt, Michael	\$1.00
Springer, Karen H.	\$6,250.00	Velasquez, Wilson	\$3,308.46
St Onge, Roger	\$42.95	Vennerbeck, Annie	\$6.58
Stacy, Frances	\$2,755.09	Verizon Wireless	\$10,366.75
Stanley, Lisa & Daniel	\$385.98	Viar, Stephanie	\$40.00
Staples Credit Plan	\$1,120.59	Vilchock, Sandra	\$640.00
State of NH - Criminal Records	\$100.00	Vinyl Freaks	\$69.00
State of NH - DMV	\$15.00	Visiting Nurse Association	\$4,000.00
Steele, Suzanne	\$25.00	W. D. Perkins	\$7,830.65
Stevens, Karen	\$10.00	Wain, Stephanie	\$135.00
Strawbery Banke	\$250.00	Waring, Joanna	\$1,635.64
Student Transportation of America	\$3,525.00	Washburn, Joseph	\$450.00

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Waste Management of Rochester	\$19,668.87	Woodman Museum	\$75.00
Waypoint	\$1,000.00	YALS	\$45.00
Weiser, Harry	\$3.00	Yankee Magazine	\$10.00
Wex Bank	\$22,023.48	Yannis Pizzeria	\$759.24
Wheelabrator Technologies	\$96,122.05	Young, Glenn	\$17,737.50
Wheeler, Charlie Jr.	\$16,275.00	Young, Josh	\$8,325.00
White, Jessica	\$485.00	Young, Kevin M.	\$19,528.00
Wicks, Sara	\$3,000.00	Young, Mark M	\$65,907.96
Winslow, Jonathan C.	\$1,899.50	Young, Mark T.	\$1,875.00
Wolf Creek Stables, LLC	\$3,587.00		



2019

DEPARTMENT REPORTS



2019 ACO Report

The Animal Control Officer is responsible for enforcing State Laws and Local Ordinances pertaining to the welfare and control of domestic animals. We can assist you with wild animal issues if it is an immediate safety of humans or domestic animals. Any other wild animal issue we recommend you call NH Fish and Game.

I would also like to add we have had a growing number of stray cat calls, If you have a stray cat, it could possibly be a neighbors barn cat or has a home and is just visiting, please do not feed the cat or make it comfortable it will go home, If you find it has been hanging around far too long then give us a call. We have picked up strays that have diseases that can be spread to other animals and humans, so we recommend not handling the stray.

In 2018, we had 1210 registered dogs in the community, in 2019 our numbers grew to 1300. Dog licensing is required by State Law to ensure dogs are current with rabies vaccine. All dogs, four months old or over, living in the State of New Hampshire, must be licensed by their owners in the town or city of residence by April 30th. When registering or renewing your dog license, please bring proof of rabies vaccination. Late fees start accruing after June 1st of every year; please add an additional dollar for each month after that date. Failure to license a dog is a violation of state law and town ordinances. Please remember that licensing your dog is not only a law, it can also help in quickly finding where your pup belongs in-case he does get lost. When licensing your dog with the town, please be sure to include a phone number in case your dog has been found so that we will have a contact number to call to get your dog returned to you. It is not only dogs that require rabies vaccinations. According to NH law 436:100 Rabies Vaccination Required: every dog, cat, and ferret 3 months of age and older shall be vaccinated against rabies. So please make sure your animals are vaccinated. Town Clerk will again be hosting the annual rabies clinic, a day where you can vaccinate and register your dog all in one visit. Come in and visit us.

Respectfully,

Cindy McHugh

Animal Control Officer

Annual Report of the Assessing Department

Avitar Associates of N.E. acts as the assessing representative for the Board of Selectmen. Avitar continues to implement cyclical inspections in order to ensure consistency and fairness between taxpayers, and makes sure physical data is accurate. This process involves the measuring and listing for each parcel, both taxable and non-taxable. In 2019 our assessors completed 527 cyclical inspections for data verification and 234 property visits during the new construction process.

The Assessing Office is Responsible for the following:

- Continuous update of Ownership Information
- Annual update of Tax maps
- Verification of Deed Histories and Sales Research
- Administration of the Current Use Program
- Administration of Timber and Excavation (Yield) Taxes
- Process Applications for Tax Credits and Exemptions
- Process Abatements

The following is a list of the **Ten Highest Taxpayers:**

Public Service Company	\$1,375,134.00
Deerfield Fair Association	\$143,118.00
NH Electric Cooperative	\$78,291.00
Messina, Dawn C.	\$29,919.00
Huebner, William J.	\$27,771.00
Deerfield, Town of	\$27,633.00
Fisher, Scott T.	\$27,251.00
Whatmough, David E.	\$26,628.00
Rollins, Nellie A.	\$26,135.00
SNHS Management Corporation	\$26,024.00

The Assessing office is open Monday through Thursday from 8:00am – 12:00pm.

Respectfully Submitted,

Kristine Robert
Assessing Clerk

Board of Selectmen 2019 Report

Charged with managing the prudential affairs of the community, the select board endeavored to do just that over the course of 2019. The board met at least bi-weekly (and usually weekly) to handle budgetary concerns, personnel matters, legal actions, property issues... All the things that make up the day to day business of running the town. Ably assisted by Town Administrator John Harrington and a dedicated cadre of department heads, officials and employees we got through the year within the budget.

Once again laboring under a default budget the board was pleased to have various capital reserve funds available for use. Capital reserve funding was invaluable, particularly with regard to highway winter maintenance. That said, the board is hopeful that the town sees fit to pass the requested budget for 2020.

There were no momentous municipal happenings of note in 2019, the board was somewhat relieved when the NH Supreme Court ruled to uphold the state's decision not to move forward with the Northern Pass project. Regardless of the side taken, the last few years of dealing with the project had been draining, both emotionally and financially.

The board continued working with Town Clerk Kelly Roberts identifying properties that needed to be brought back on the tax rolls, there will be further developments in the months to come and Kelly's hard work and perseverance are appreciated. The board was pleased to maintain the tax rate with only a minor increase from last year's rate (which had decreased from the year prior. Ongoing valuation disputes with regard to utility values have not been totally resolved but the BOS is committed to protecting Deerfield's tax base.

Looking to the future your select folk will be watching the community's growth and working to keep infrastructure and planning at the forefront and up to date. The 2020 census results will be of interest, it's quite possible that Deerfield's population will exceed 5,000. Police facilities, followed by Fire and Rescue facilities, are in critical need of replacement and the board will look to the community for their support as we address these needs.

Lastly, a thank you to Jeff Shute who is stepping down from the BOS after 2 terms – we will miss you!

As always, Deerfield's selectmen and selectwomen thank you, the town of Deerfield, for allowing us the privilege of serving this great community.

Respectfully Submitted,

The Deerfield Select Board

Town of Deerfield Code Enforcement Report

This past year new home starts were again at a fairly consistent level as past years at 20 single family units. Most of these have been spec homes and sold before completion. Indications are sales are steady and inventory seems sufficient. Deerfield appears to continue being a desirable community especially for equestrian enthusiasts. Most contractors have indicated work has been busy but not overwhelming.

We saw the completion of Fieldstone Drive an 8-lot subdivision completed off of Middle Rd. A number of new lots were subdivided on Church St and Lang Rd and construction is ongoing.

Septic system inspections and test pits remain steady as many systems are aging and home sales are mandating systems be in perfect working order by lenders forcing more and more reconstructions.

The installation of emergency generators continues to be very popular with most homeowners as we see continued demand for permits to install them. Permits are required for both electrical and mechanical. The fire marshal's office continues to issue warnings and requirement guidelines regarding their use and installation. Permanent generators must be a minimum of 5 feet from the home in all cases. Portables should be at least 10 feet or farther and not adjacent to building openings where carbon monoxide could seep in. Under no circumstances should they be operated indoors. Installations without an isolation switch are also not acceptable, as this could be hazardous to utility workers trying to restore your power.

This past year the number of solar array systems installed has picked up again and seems to have remained popular. Government incentives and rebate programs have gotten to the point where the investment seems to make sense work for most people. There are a number of reputable vendors in the area.

A reminder to residents; all forms of new construction require a building permit including additions, renovations, garages, barns, sheds, etc. All electrical, plumbing and HVAC work require permits. All gas installations need to be performed by a licensed individual and inspected either by the Building Inspector or Fire Chief before most gas companies will hook up. If unsure as to what you need or require, please call and we will be glad to assist you.

Year	10	11	12	13	14	15	16	17	18	19
Building permits	82	90	85	85	75	114	134	93	113	125
Dwellings Units	19	17	13	14	15	25	24	24	21	20
Electrical			62	75	70	133	95	85	94	95
Plumbing			26	24	22	34	38	35	42	33
Mechanical			68	62	78	107	117	67	89	125

If anyone has questions or concerns, we may be contacted at 463-8811 x 302.

Respectfully Submitted
 Richard H Pelletier
 Town of Deerfield, Building, Health and Zoning Officer

2019 EMERGENCY MANAGEMENT ANNUAL REPORT

Deerfield's Co-Emergency Management Directors, Denise Greig and Kevin Barry, work with the Deerfield Emergency Management Team, the Board of Selectmen, the State Division of Homeland Security and Emergency Management (NH HSEM) and Federal Emergency Management Agency (FEMA) to coordinate preparedness, response, and recovery activities for disasters that affect Deerfield.

The Emergency Management (EM) Team includes: Police Chief Gary Duquette, Fire / Rescue Chief Matt Fisher, Road Agent Mark Young, DCS Principal Kristen Withee, Health Officer Rick Pelletier, Government Buildings Supervisor Ray Ellis, Town Administrator John Harrington and the Co-EMDs.

One focus of the EM Team is the planning process that serves residents in case of an emergency; these plans are an essential step if the Town seeks federal / state disaster funds or grants. In 2019, the EM Team finalized the Town's Hazard Mitigation Plan which outlines Deerfield's risks and vulnerabilities and sets out a range of actions to reduce the impacts of natural, man-made, and technological hazards. The EM Team will update the Town's Emergency Operations Plan in 2020.

From March through July, 2019, the Deerfield Fair Association Inc. Board of Directors and key Fair employees worked with the Town EM Team to update the Deerfield Fair Emergency Operations Plan. Many thanks to everyone for their efforts on this project!

In July, Deerfield Community School (DCS) representatives and members of the EM Team completed their 2019 update of the DCS Emergency Operations Plan on which the staff receives training and which is sent on to NH DOE and NH HSEM.

Throughout 2019, members of the EM Team participated in training, drills and exercises, testing the effectiveness of above-mentioned Plans. These included a tabletop exercise and evacuation drill at Deerfield Community School. Town departments focused on training. The EM Team also participated in drills with Town non-profits. These efforts promote preparedness which assists our emergency responders in times of disaster.

Remember, individual emergency preparedness is critical! Sign up for NH Alerts at www.readynh.gov/! Go to www.readynh.gov/, www.ready.gov, or the EM webpage at www.townofdeerfieldnh.com for info. Deerfield's EM webpage discusses our use of shelters in a disaster. If you need assistance getting to a shelter, please fill out and return the survey which will be mailed out in the Voters' Guide. If you have questions or are interested in volunteering, please call Denise at 463 8811x310.

Finally, a special thank you to **our first responders** who are out there 24/7!

Denise Greig, Co-EMD

Kevin Barry, Co-EMD

Don't Forget: Make a Kit, Make a Plan, Stay Informed, & Help Your Neighbor!

2019 Annual Report for Fire Rescue Department

The Deerfield Fire Rescue Department responded to a total 441 emergency calls along other related service calls, life safety inspections and other calls for service. The members continued to provide a high level of public service to the community through various programs such as the “Vial of Life” program, community CPR / AED Classes, and our Fire Prevention / Fire Safety program to name a few. Our members continued to attend not only in-house department training but visited other departments and the State Fire Academy furthering there training and our ability to serve our community.

As the department continues to move forward with increasing our services to the community, we continue to search for ways to reduce the tax impact to the community through grants that may be available. Unfortunately, we were unsuccessful on our applications this year and will continue our efforts for apparatus and equipment replacement through these measures.

Apparatus preventive maintenance continues to be a top priority for the department in order to ensure our apparatus is readily available to respond to calls for assistance from our community and area departments. With the increasing age of our fleet the department this past year one again saw increased funds spent towards vehicle maintenance; highlighting the need to maintain an accurate replacement and refurbishment schedule.

As we close 2019 and open 2020 both call members and part time members have been working diligently on the many projects around the fire station trying to optimize the limited and cramped space that we have. As the year progresses, we will be providing updates as we close up projects and work towards meeting some of the safety concerns listed in the 2015 Primex Risk Assessment.

As we enter 2020 the department looks forward to continuing our service to the community and participating in the various community projects and events throughout the year. In the spring of 2019, we were able to bring the Online Access to Fire Permits system to the community. Which allowed anyone in Deerfield to obtain an online fire permit any time of day (pending fire conditions);

Members are eager to assist our community with any function where our assistance or presences is requested. If you have an event where you would like our participation to do hesitate to contact the station or myself. As a reminder the department offers free smoke and carbon monoxide detectors to Deerfield residents. If you are in need of new detectors or would like assistance with checking or replacing the ones that you currently have please contact the station. We ask any community member with an interest in participating and volunteering with the department to contact a member to explore the possibilities of lending assistance and joining the department.

Respectfully Submitted,
Matthew S. Fisher
Fire Chief
Deerfield Fire Rescue Department.

2019 FIRE RESCUE ROSTER

Officers

Matt Fisher	Chief / Warden
John Dubiansky	Captain
Cindy McHugh	EMS Captain
Jeff Smith	Lieutenant
Rich Butler	Lieutenant
Doreen Schibbelhute	EMS Lieutenant

Members

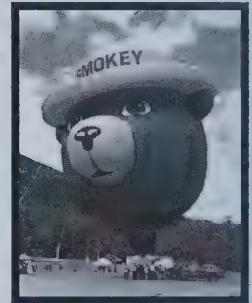
Aaron Cady	Firefighter
Adam Gill	Firefighter
Alex Cote	Firefighter
Arllen Acevedo	EMT
Ben Blake	FF/AEMT
Ben Hochschwender	FF/EMT
Bethany Hills	EMT
Brenda Hills	EMT
Charles Butler	Firefighter
Chris Gallant	FF/MEDIC
Chris Gamache	Paramedic
Deb Wyman	EMT
Don Wyman	Firefighter
Ernie Roberts	EMT
Helen Dellas	EMT
Jason Rapsis	AEMT
Jeff Round	Firefighter
Jeremy Bacon	FF/EMT
Jesse Bosworth	Firefighter
Jim Lindquist	FF/EMT
Joe Bosworth	Firefighter
Joe Gill	Firefighter
John Siedner	Paramedic
Kevin Rodd	EMT
Laura Fisher	FF/EMT
Laura Hoglund	EMT
Matt Kimball	Firefighter
Matt Lopez	FF/EMT
Paul Kimball	Firefighter
Paul Schirl	EMT
Philip Hills	EMT
Shea Ahern	Paramedic
Steve Barry	Firefighter
Trey Bushey	FF/AEMT

Report of Forest Fire Warden and State Forest Ranger

This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildfire activity throughout the state. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. The towers' fire detection efforts are supplemented by the NH Civil Air Patrol when the fire danger is especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at www.firewise.org. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

The Forest Protection Bureau and local fire departments were very busy this year celebrating Smokey Bear's 75th year preventing wildfires. Many events were held at local libraries, in fact, this program was so successful we will be offering it again in 2020. We were fortunate enough to partner with the Northeast Forest Fire Protection Compact and bring the Smokey Hot Air Balloon to Franconia Notch in August. The weather was fantastic and hundreds of people got the chance to ride in the balloon! Smokey's message has always been about personal responsibility – remember his ABC's: Always Be Careful with fire. If you start a fire, put it out when you are done.

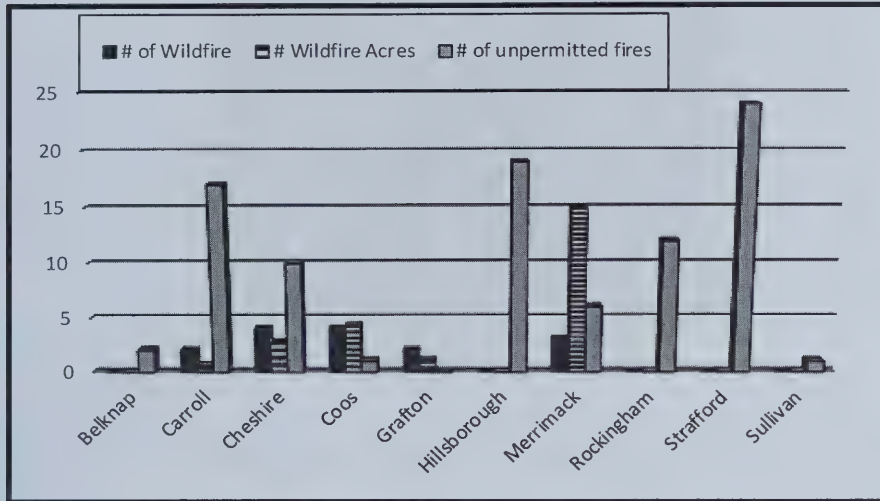


“Remember, Only You Can Prevent Wildfires!”

As we prepare for the 2020 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting www.NHfirepermit.com. The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department or DES at 603-271-3503 or www.des.nh.gov for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at www.nh.gov/nhdf/.

2019 WILDLAND FIRE STATISTICS

(All fires reported as of December 2019)



* Unpermitted fires which escape control are considered Wildfires.

Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2019	15	23.5	92
2018	53	46	91
2017	65	134	100
2016	351	1090	159
2015	143	665	180

CAUSES OF FIRES REPORTED

(These numbers do not include the WMNF)

Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.
4	3	1	0	1	1	1	1	3

2019 Highway Department Report



As another year comes to a close, I just want to thank the town people for their support over the last 6 years I've been road agent.

Our road reconstruction project for 2019 was 4700ft of Nottingham Road. The paving contractor was R + D Paving out of Franklin, NH. This project came in under budget so I was able to pave 1700ft of Parade Road. Thank you to all of our subcontractors that helped make this happen.

Other focus's around town are the dying ash trees, keeping the knotweed under control, and ditch/culvert cleaning.

In conclusion, I would to thank Carl, Matt, and Paul for all their year-round hard work.

Respectfully Submitted,
Mark Young
Road Agent

Annual Report of the Philbrick-James Library

Average number of monthly visits: 803
Books/other material borrowed in 2019: 16,250
Books downloaded from NH downloadable books: 4,979
Interlibrary loans processed: 1,620
New cards issued: 85
Materials added to the collection in 2019: 1,400
Materials weeded from the collection in 2019: 850
Books in the library at the end of 2019: 20,271
Museum passes issued: 74

Please remember our regular year-round hours are as follows:

Mondays and Wednesdays 10-7
Tuesdays and Thursdays 10-5
Fridays 10-2
Saturdays 9-12

HIGHLIGHTS OF 2019

- Cultural passes were offered to Bedrock Gardens, Canterbury Shaker Village, Currier Art Gallery, SEE museum (Science Enrichment Encounters), NH Historical Society, Seacoast Science Center, Strawberry Banke, and the Woodman Institute.
- Continued our membership to the NH Downloadable Audiobooks consortium offered by the NH State Library. This includes the mobile app Libby that simplifies the process of borrowing eBooks and digital audiobooks.
- Facilitated 3 local book groups.
- Sponsored the 2019 Summer Reading Program: “A Universe of Stories.” This included programming for patrons of all ages.
- Offered the following children’s programming: Baby Lapsit, Preschool Storytime, PJs @ PJ (Pajama Storytime), Lego Club. A Halloween Storytime, and a Fairy House Building Event were also offered.
- A Youth Advisory Committee was run, giving input on programming for teens.
- Held a “Gingerbread Person Makeover” contest for kids, and an “Ugliest Sweater” competition for adults.
- Our art gallery displayed the works of local artists, including children that frequent the library.
- Hosted a New Year Open House.
- Maintained town website presence and Facebook page (269 followers).
- Leased a color copier/scanner for public use.

- Hosted a NH Humanities Program “Life Downstairs: British Servant Culture in Fact, Fiction, and Film”
- A new couch and rug were added in the downstairs children’s room, as well as other small furniture items such as step stools and additional bookshelves.
- The Friends of the Library Pie Sale was offered in November and was a great success.
- The Friends of the Library generously purchased many items for the library this year, such as a projector,
- The Friends of the Library annual book sale was held in the fall in conjunction with the town wide yard sale.
- The Friends of the Library presented two wildlife informational programs, “On the Wing,” as well as “Beaver Ecology and Management Program.”
- Charlotte Buffington was honored with the Elsie Brown Volunteer of the Year Award.
- The Friends of the Library also purchased new tables for the library, contributed to the Summer Reading Program, and sponsored two Tricky Trays

All of our programs are free of charge and open to the public. In lieu of charging fines for overdue materials, we collect donations for the Deerfield Food Pantry. To see our newest offerings (or if we are closed due to poor weather), please check our Facebook page at:

<https://www.facebook.com/PhilbrickJamesLibrary/>

Please stop in to see all we have to offer, whether you are new to town or simply have not been in for some time!

Respectfully Submitted,
Candace Yost
Library Director

2019 Deerfield Parks & Recreation Annual Report

The continued evolution of the department, its exciting programs, and the town's facilities were an ongoing theme for the Deerfield Parks and Recreation Department in 2019.

In the form of advisory support to our department, the Deerfield Parks and Recreation Commission helps shape many undertakings throughout the Town of Deerfield. In 2019, we recognized the contributions of three members in particular who transitioned out of their roles as Parks and Recreation representatives in the community. On behalf of our department and the community, I would like to thank Amy Harrington, Tom Buffington, and Bryan Giard for their service to parks and recreation in Deerfield. Each individual made considerable contributions to the cause that will be remembered moving forward. Although the DPRC lost some key members in 2019, the department was able to secure some new and enthusiastic personalities to help fill the voids moving forward. Katie Libby officially joined the commission after a lengthy stint as the DPRC's recording secretary who offered other volunteer service to the department. Shortly thereafter, she replaced Jeff Shute as the sitting Chairperson for the DPRC. Our department would like to thank Jeff for the time he has put into his additional responsibilities as Chairman over the years and looks forward to his continued involvement on the commission. Erica Menard was also welcomed onto the DPRC with great enthusiasm in 2019 and we look forward to her future contributions as well.

At the end of 2018 and into 2019, the DPRC discussed the need to formalize a written document that defines their role as members and the control that they have in the community. The DPRC spent much of 2019 fine-tuning a brand new set of bylaws to help guide their efforts to enhance the department moving forward. A formal document was adopted on December 4th, 2019. Among the parameters defined were the organization's mission, the role of officers, rules of meetings, the purpose of subcommittees, and procedures for operation in general.

The value of re-branding DPR to create a new and recognizable identity for the department in the community was a suggestion that was supported early in the year. By July, DPR acquired a new logo and supporting materials that have helped shape the new face of the department. This logo can be found on flyers, DPR apparel, in all of the department's online marketing efforts for programs, and more.



Also related to improving marketing and enhancing the way we communicate, DPR began using Constant Contact's e-mail campaigning service to bring more attention to event and program announcements online. The primary benefit of the service is to reach Deerfield residents directly with attractive campaigns which promote all of the exciting activities and happenings throughout

town. As always, you can sign up for any of the programs on our current list at Deerfield.RecDesk.com.

One of the more exciting projects for DPR in recent memory came together quickly in 2019, as the brand new Hartford Brook Playground was built. In May of 2019, the dissolving Deerfield Cooperative Preschool approached DPR Director Nick Lawrence about making a potential donation for the purpose. Deerfield Cooperative Preschool pledged a total of \$30,000 to jumpstart the project, while DPR contributed over \$12,000 to complete a playground that was finished in September of 2019. Over 30 volunteers from Deerfield gave us their time to assist with completing the project. The “community build” ultimately helped save a substantial amount of money by them doing so. For that, we thank everyone who helped dig holes, assemble equipment, spread mulch, or donated food for the volunteers that weekend. On September 21st, DPR held a ceremony to express gratitude for all of the efforts made during the project while also unveiling a dedication plaque to recognize the key contributors. Constructing this new play area was truly a community effort that will be enjoyed by the youth in Deerfield for years to come.



Other progress was made throughout the year in order to restore existing facilities or further develop them. The ongoing Hartford Brook project saw more advancement with fence capping installed around both field lines, while the Bicentennial Softball Field was completely leveled on the infield. There are plans for 2020 which include another infield restoration effort on the Bicentennial baseball field, fencing to secure the new Hartford Brook Playground area, and several accessibility upgrades to comply with Americans with Disabilities Act guidelines at Hartford Brook Field. Obtaining signage and a scoreboard are also goals for the upcoming year.

DPR programming saw growth in many different ways in 2019. Whether it was expanding entry-level sports to preschool-aged children, or adding brand new recreation opportunities for folks of various ages, the department created opportunity in areas where it has yet to do so before. Among new programs introduced in 2019 were the Family Music Class (for ages 9 months-5 years and their families), Theater Program by All That Drama (offered to ages 4-14), and an upcoming dance program that we plan to offer to all ages. The After School Clubhouse also

introduced “club” activities which enable each attendee to join groups with peers of the same geared interests. Here are some of the options the children have to pick from at ASC:

- Gymnastics Club
- Bowling Club
- CrossFit Club
- Fun with Food Club
- Mystery Club
- Zombie Survival Club
- French Club
- Talent Show Club
- Horseback Riding Club
- Pottery Club

The Joe Stone Good Sport Scholarship recipients for 2019 were Forest MacKenzie, Sara Zarakotas, and Katie Pegnam. DPR commends these three individuals for carrying on the community-minded spirit of Joe in Deerfield. The Joe Stone Scholarship is awarded annually to high school seniors from Deerfield who give back to their communities. Review of applications takes place each spring and they are due annually by late April. Please contact DPR for more information.

As always, we are open to new program ideas and all feedback on those that we currently offer. Your input is valued and we encourage all feedback, so please feel free to contact us anytime at the office in person, by phone, or by e-mail: parks@townofdeerfieldnh.com. You are also welcome to join us at Recreation Commission meetings on the first Wednesday of every month at 6pm in the George B. White Building. DPR looks forward to the continued involvement of residents from all over town in 2020.

Sincerely,

Nicholas L. Lawrence
Director of Parks & Recreation

2019 ANNUAL REPORT OF THE POLICE DEPARTMENT

I am pleased to present the Fiscal Year 2019 Deerfield Police Department Annual Report for review.

The intent of this report is to provide an overview of activity and events that occurred during FY 2019. The officers of the Deerfield Police Department work very hard all year long to provide quality police services to this community and, as a result, Deerfield continues to be a safe place to live, work, and visit.

MISSION STATEMENT:

It is the mission of the Deerfield Police Department to deliver quality services and provide safety to our community in an effective, responsive, and professional manner.

In Fiscal Year 2019, the Deerfield Police Department fulfilled this mission with a force of eight (8) full-time officers and two (2) part-time officers. There were a couple of personnel changes in 2019. Daniel Deyermond made the personal decision to leave the law enforcement profession altogether, and tendered his resignation in January to take a job in the private sector. A decision was made to keep the Lieutenant position vacant for the time being and instead hire a patrol officer. Officer Nicholas Berube was hired to fill the vacant position in August. He attended the 180th session of the New Hampshire Police Academy, which he successfully completed and graduated from in December. At the time of this report Officer Berube is currently going through the department's 12-week Field Training Program. He is doing an excellent job for us, and has proven himself to be an excellent addition to our team. The hiring of Officer Berube brought us to our full complement of officers, after operating short staffed through most of 2018. Also, after many years of serving Deerfield as a Part-Time Officer, Glenda Smith decided in December that it was time to retire from the law enforcement profession. She still serves as our extremely capable Administrative Assistant.

Department Roster

Full-Time Officers

Chief Gary Duquette
Sergeant Michael Lavoie
Corporal Joel Hughes
Officer Alexander Molet
Officer Mitchell Newell
Officer Lucas Bernier
Officer Todd Carr
Officer Nicholas Berube

Part-Time Officers

Officer Roger St. Onge

Administrative Assistant

Glenda Smith

Our officers are required to complete eight (8) hours a year of ongoing training (exclusive of firearms qualifications, first aid and CPR certificate renewal, and defensive tactics refresher). The training topic can be any topic the agency head deems relevant, but may not be the same topic every year. Our officers completed many more hours of training beyond the annual requirement to maintain certification. Training topics included: First Aid, CPR, and AED Instructor; Drug Interdiction and Traffic Stops; Defensive Tactics Instructor; Rape Aggression Defense Instructor; Background Investigations; Leadership For the Future; Police Rifle Instructor, and Sexual Assault 1st Responder, to name but a few of the classes that were attended by our officers in 2019. The Deerfield Police Department remains committed to providing as much relevant training as our budget allows.

Our officers participated in several community events held during 2019, such as Old Home Days and the Christmas Parade. Several officers were present in October to assist with the Haunted Barn event that we put on at the Deerfield Fairgrounds just before Halloween. We also enjoyed the assistance of several members of the Fire Department and Rescue Squad and the Town Clerk, which helped make this a very successful event. We sponsored our first National Night Out event in August, which was very well received and attended. National Night Out is an annual community building campaign that promotes community partnerships, and is designed to enhance the relationship between law enforcement and citizens.

We sponsored the D.A.R.E. program at the Deerfield Community School, a program that has lied dormant for several years as we have not had an instructor. Officer Alex Molet stepped up to the plate to attend training and receive his certification to teach the program. The curriculum places emphasis on making healthy decisions an avoiding pressures and dangers associated with drug use. The program keeps us connected to our school and students.

We remain committed to providing professional, responsive policing services to the community of Deerfield. I am proud of our performance this past year and we look forward to serving our community in the year ahead. With that being said, I ask the residents of Deerfield to continue assisting **your** Police Department by contacting us with information, issues, or concerns; and to report anything you consider dangerous or suspicious.

In closing, I would like to thank the community, department heads, and elected officials for their continued support of the police department. I would also like to thank our officers for their dedication and professionalism.

Respectfully submitted,

Gary Duquette
Chief of Police

Annual Report of the Town Administrator

It is my pleasure to submit my third report to you as your Town Administrator.

During the past year we continued to prioritize operational improvements throughout the Town in order to provide the best possible services to the community, most notably a new look to the Town webpage. Although this change was required, it was an opportunity to look at ways to improve the experience that users would have accessing information. Users of the Town webpage also now have online access to Town Ordinances on the Zoning Board page.

There were several physical plant improvements and repairs needed throughout the year; including a new roofing surface on the middle section on the George B. White Building, fresh paint on two sides of the Town Hall and a new furnace at the Highway Shed. Other improvements involved specific upgrades to the fire/security system providing more effective and responsive monitoring; a new roof on the Gazebo with more structural/exterior work scheduled during 2020 to maintain it for years to come.

Looking forward to 2020 staff at the Town Offices will continue to improve the services provided to the community. Attention to maintaining our existing infrastructure will remain a priority, replacing where necessary; improving where possible.

Our community remains strong and vibrant, community members continue to offer their time and energy to public projects that benefit their neighbors and community. I encourage anyone who is interested in ways to help their community to reach out to the many groups in Deerfield, both elected and private, that work diligently every day for all of us to ask what they can do to contribute. Every individual effort helps to make this a better community, *A Place to Call Home*.

Respectfully Submitted,

John Harrington
Town Administrator

Annual Report of the Transfer Station

Again, we will continue to make an increased emphasis on recycling since this is the simplest way to combat cost increases in disposal. As landfills start to become filled new ones are not being allowed. As a result, more and more waste will be forced to be trucked out of state to other landfills. Much of Deerfield's waste is burnt at a trash to energy facility but a substantial amount still goes to a landfill site. In order to keep cost down more effort needs to be put on recycling.

Recycling as a whole is very beneficial. Unfortunately, the market has been very soft this year and lowers our return. It helps the environment, and reduces disposal costs. I cannot emphasize enough to residents that the more they recycle the less tax dollars will be spent on disposing of trash. We continue to emphasize recycling in the new year, and will answer and assist residents with any of their concerns. Just ask us.

The Town is also a member of the NRRA which is cooperative organization that keeps us apprised of what is happening in the industry. It also serves as resource for issues and new markets for our recyclables. I have included a copy of their report as well.

A note to residents, we are now taking vegetable oil and sell it. We also have a market for anti-freeze. Please keep this in mind that both products should not be mixed with other solvent or liquid as our vendors test every drum they take for contaminants.

I also would like to thank the employees that work at the facility for the outstanding job they have done at keeping the area neat and clean considering what gets brought in to such a facility. Many of the items brought in have to be sorted and packaged by the employee's so they can be shipped out as revenue generating recyclables. Waste oil is greatly appreciated as the town uses it to heat the town shed with a waste oil furnace and saves considerable monies by us not purchasing fuel oil, but it is also important to keep in mind not to bring contaminated oil as this creates an issue with the furnace. The main culprit being water and antifreeze mixed in.

Respectfully Submitted
Richard H Pelletier

2019 OFFICE OF WELFARE ANNUAL REPORT

The Deerfield Office of Welfare provides information, resources and referrals to families in need of social, emotional, medical or financial support. When no other resources are available to provide assistance, and the family meets the requirements for eligibility for local welfare assistance, financial support may be granted to the family in need. The Office of Welfare provides emergency temporary assistance to families who lack adequate resources to provide for their basic needs (for example, food, heat or shelter). The basic local welfare duties are described in RSA 165.

There was a continuing demand for information regarding changes in Federal, State and local non-profit programs; this is expected to continue in 2020. In 2019, this Office saw a levelling in the number of families seeking local financial assistance, likely due to improved employment conditions. However, an extremely tight rental market and underemployment remain concerns.

Thank you to the many residents, including Deerfield Community School classrooms, scouting groups, local businesses, and civic and religious groups, who donate to our community! When needed, generous neighbors are there to help.

In addition to coordinating the General Assistance Program, the Office of Welfare assists the Deerfield Food Pantry and coordinates holiday charitable activities. The Deerfield Food Pantry serves approximately forty households. In summer, it again offered “GOT LUNCH”, a nine-week lunch delivery program for Deerfield’s children.

In April 2019, the Office of Welfare coordinated “Take Care of Your World”, the annual town-wide cleanup and the Chili and Chowder Fest! Thanks to those who support this event! This Office offered health and well-being tips and program information.

The Office of Welfare is active in the Town’s Emergency Management planning, including sheltering, and disaster preparedness. The Office of Welfare works cooperatively with the Office of Health to promote the well-being of our residents. The Town participates in the Greater Manchester Public Health Network and its activities. Look for health courses to be offered in the spring!

For information, including 24-hour hotlines, go the Welfare Office webpage at www.townofdeerfieldnh.com or simply call 463-8811 x310. For after-hours info, call 211. For senior services, call Service Link at 866-634-9412. For 24-hour addiction information call The Doorway at 211.

You may make an appointment with the Welfare Administrator or visit during drop-in office hours -- simply call 463-8811 x310 for more information.

Respectfully submitted,
Denise Greig, Welfare Administrator



2019

TOWN CLERK/TAX COLLECTOR

Department Report, Financials & Vital Statistics



2020 TOWN OF DEERFIELD OFFICES TO BE ELECTED:

As of 5:01 PM, on January 31, 2020, the following candidates have filed for Town Offices:

Board of Selectmen

2 for 3 years

Alden Dill
Herman Pretorius
Andrew Robertson

Highway Agent

1 for 3 years

Christopher "Chris" Bailey
John L. Cooper
Steve Rollins

Town Moderator

1 for 2 years

Dan Holdridge

Town Treasurer

1 for 2 years

Trustee of Trust Funds

1 for 3 years

John Reagan

Trustee of Philbrick-James Library

2 for 3 years

Christina Eagen
Janice Leviton
Phyllis Yaffie

Cemetery Trustees

1 for 3 years

Sam White

Water Commissioner

1 for 3 years

Water Commissioner

1 for 1 years

Supervisor of Checklist

1 for 6 years

Frances "Maureen" Quinn

Planning Board

1 for 3 years

Robert J. Cote

Planning Board

1 for 1 year

Bill Perron

Municipal Budget Committee

3 for 3 years

Jocelyn Messier
Frances "Maureen" Quinn
Kevin Verville
Philip H Bilodeau
Harriet E. Cady

Election will be held on Tuesday, March 10, 2020, at the Town Hall on Church Street. Polls will be open from 7:00 am – 7:00 pm

Respectfully submitted,

Kelly Roberts

Kelly Roberts, Certified Town Clerk / Tax Collector

Annual Report of the Town Clerk / Tax Collector

The Town Clerk/Tax Collector's Office had a busy and productive year. We are happy to report that the counter was busy, people were happy, and we got things done!

We administered 1 Deliberative Session, and 1 Town & School Election. As always, we genuinely thank all those involved with the election process. If you are a legal resident 18 years of age or older you can register to vote at the Town Clerk's office during regular business hours. The Town Clerk's office is located in the center of the George B. White Building at 8 Raymond Rd, Deerfield, NH.

We co-hosted a Rabies Clinic and Licensing Event on Saturday April 13, 2019, with the Animal Control Officer. It was held from 9:00 am to 12:00 pm at the George B. White Building. It was a fun event made possible by the large group of volunteers. Special thanks to: Dr. Elliot More, Derry Animal Hospital, Vet Techs Christina and Cheyenne, Animal Control Officer Cindy McHugh, Doreen Schibbelhute, Elizabeth Weiss, Laura Hall, Kim Black, Deputy Town Clerk Kim Crotty, Jenny Hutchins, Charles Garland, Police Officer Alex Molet, Fire Chief Matt Fisher, Meredith Briggs, Raymond Ellis, Deerfield Board of Selectmen, Deerfield NH Police Department, Deerfield Fire/Rescue. The event was well attended by several furry residents, including Deerfield's first Top-Dog, Stark. **MARK YOU CALENDAR: the next Rabies Clinic/ Licensing Event is scheduled for Saturday, April 11, 2020.**

[Picture of Rabies Clinic Volunteers]



At the April 15th 2019 Board of Selectmen's meeting, we publicly unveiled our Town Clerk Record Book Index Project. The Index catalogs warrant articles and other items of community relevance by keywords; making it a powerful research tool. Credit for this project goes to Joanna Waring. As of today, the index goes back to 1863! This index can be found online on

the Town Clerk's portion of the Town's website. A hard copy of the Index is available to view at the Clerk's Office. This resource will be used for generations to come, and we are truly grateful for Joanna's continued time, talent, and dedication on this special project.

The Town Clerk/Tax Collector's Office is responsible for collecting all property, yield (gravel and timber), and current use taxes prescribed by law committed to them by warrant from the assessors (NH RSA 76:10). This office strives to provide accurate and efficient services while collecting monies to meet the Town's financial obligations. (NH RSA 41:35, NH RSA 41:45-a). As of December 31, 2019, we collected approximately 80% of the 2019 property taxes committed to us by warrant. This percentage is slightly lower due to the fact that the 2nd issue 2019 was not due until January 17, 2020.

We are happy to announce that the winner of the 2019 Top Dog Contest goes to "Sadie" Melanson – a female black boxer mix. Congratulations, Sadie!!!!!! Please remember to license your dog before April 30, 2020, to avoid fines.

I would like thank everyone for their ongoing support, appreciation, and encouragement. It is an honor to serve this community!

Best wishes!

Respectfully submitted,

Kelly Roberts

Kelly Roberts, Certified Town Clerk / Tax Collector

Annual Report of the Town Clerk

Financial Reports

January 01, 2019 to December 31, 2019

Motor Vehicle Permits

January	\$95021.48
February	\$83603.16
March	\$94147.78
April	\$93987.69
May	\$105309.46
June	\$88664.21
July	\$94253.56
August	\$86833.59
September	\$94800.50
October	\$83509.50
November	\$84895.65
December	\$93940.92
TOTAL MOTOR VEHICLE REVENUE	\$1098967.50

OTHER REVENUES

Title Fees.....	\$2606.00
Municipal Agent Fees.....	\$24509.00
UCC's.....	\$1800.00
Dog Licenses.....	\$4588.50
Dog Late Fee.....	\$197.00
Bad Check Fee.....	\$296.00
Marriage Licenses.....	\$168.00
Certified Copies – Birth.....	\$616.00
Certified Copies – Death.....	\$391.00
Certified Copies – Marriage.....	\$371.00
Checklist Copies.....	\$381.50
Misc. Copies.....	\$7.85
Pole Petition Fees.....	\$20.00
Vital Statistics Fees	0.00
Articles of Agreement	0.00
TOTAL OTHER REVENUE	\$35951.85

REMITTANCE TO THE TREASURER **\$1134919.35**

Respectfully Submitted,
Kelly Roberts, Certified Town Clerk/Tax Collector



Tax Collector's Report

For the period beginning and ending

This form is due **March 1st (Calendar Year)** or **September 1st (Fiscal Year)**

Instructions

Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION

Municipality:

County:

Report Year:

PREPARER'S INFORMATION

First Name

Last Name

Street No.

Street Name

Phone Number

Email (optional)



New Hampshire
Department of
Revenue Administration

MS-61

Debits

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2018	Year: 2017	Year: 2016+
Property Taxes	3110		\$440,259.74		
Resident Taxes	3180				
Land Use Change Taxes	3120		\$30,700.00		
Yield Taxes	3185		\$905.34		
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance					
Other Tax or Charges Credit Balance		(\$23,542.72)			

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2018	
Property Taxes	3110	\$13,244,810.00		
Resident Taxes	3180			
Land Use Change Taxes	3120	\$48,329.00		
Yield Taxes	3185	\$30,596.96		
Excavation Tax	3187	\$523.54		
Other Taxes	3189			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2018	2017	2016+
Property Taxes	3110	\$29,944.81			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$3,385.43	\$32,189.81		
Interest and Penalties on Resident Taxes	3190				
Total Debits		\$13,334,047.02	\$504,054.89	\$0.00	\$0.00



Credits

Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2018	2017	2016+
Property Taxes	\$10,686,980.49	\$338,516.80		
Resident Taxes				
Land Use Change Taxes	\$32,729.00	\$8,000.00		
Yield Taxes	\$30,596.96	\$719.19		
Interest (Include Lien Conversion)	\$3,311.43	\$30,231.56		
Penalties	\$74.00	\$1,958.25		
Excavation Tax	\$523.54			
Other Taxes				
Conversion to Lien (Principal Only)				
		\$121,303.09		
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2018	2017	2016+
Property Taxes	\$17,531.00	\$2,326.00		
Resident Taxes				
Land Use Change Taxes		\$1,000.00		
Yield Taxes				
Excavation Tax				
Other Taxes				
Current Levy Deeded	\$11,830.34			



Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2018	2017	2016+
Property Taxes	\$2,558,604.45			
Resident Taxes				
Land Use Change Taxes	\$15,600.00			
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$23,734.19)			
Other Tax or Charges Credit Balance				
Total Credits	\$13,334,047.02	\$504,054.89	\$0.00	\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$2,550,470.26
Total Unredeemed Liens (Account #1110 - All Years)	\$147,080.05



Lien Summary

Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2018	Year: 2017	Year: 2016+
Unredeemed Liens Balance - Beginning of Year			\$111,526.47	\$283,158.47
Liens Executed During Fiscal Year		\$135,172.37		
Interest & Costs Collected (After Lien Execution)		\$1,221.29	\$8,688.26	\$37,537.21
Total Debits	\$0.00	\$136,393.66	\$120,214.73	\$320,695.68

Summary of Credits

	Last Year's Levy	Prior Levies		
		2018	2017	2016+
Redemptions		\$30,629.57	\$51,250.33	\$71,372.41
Interest & Costs Collected (After Lien Execution) #3190		\$1,221.29	\$8,688.26	\$37,537.21
Abatements of Unredeemed Liens			\$1,391.84	
Liens Deeded to Municipality		\$26,558.62	\$27,694.40	\$173,880.09
Unredeemed Liens Balance - End of Year #1110		\$77,984.18	\$31,189.90	\$37,905.97
Total Credits	\$0.00	\$136,393.66	\$120,214.73	\$320,695.68

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$2,550,470.26
Total Unredeemed Liens (Account #1110 -All Years)	\$147,080.05



DEERFIELD (115)

1. CERTIFY THIS FORM

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.

Preparer's First Name

KELLY

Preparer's Last Name

ROBERTS

Date

Jan 23, 2020

2. SAVE AND EMAIL THIS FORM

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

PREPARER'S 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.

Kelly A Roberts, Town Clerk / Tax Collector

Preparer's Signature and Title



DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2019-12/31/2019

--DEERFIELD--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
MALONEY, JAKSON RONALD	01/21/2019	LEBANON,NH	MALONEY, JAMES	MALONEY, TRICIA
MOULTON, PARKER NEWELL	02/13/2019	MANCHESTER,NH	MOULTON, BRIAN	MOULTON, ASHLEY
COUNTNEY, GRIFFIN ALEXANDER	03/17/2019	MANCHESTER,NH	COUNTNEY, THOMAS	COUNTNEY, STEPHANIE
BIBEAU, AVERY ANN	04/07/2019	CONCORD,NH	BIBEAU, ARTHUR THOMAS	WHITE, SARAH BETH
ST PIERRE, VIOLET ROSE	04/09/2019	MANCHESTER,NH	ST PIERRE, SEAN	DUBOIS, DEBORAH
SYBERT, ELIJAH DANIEL	04/24/2019	NASHUA,NH	SYBERT, SCOTT	SYBERT, JILLIAN
REGISTER, JACK MICHAEL	06/11/2019	EXETER,NH	REGISTER, DYLAN	REGISTER, RACHEL
AUGUSTA, ADALYN JOY	06/11/2019	DERRY,NH	AUGUSTA JR, MATTHEW	AUGUSTA, MEGAN
AUSTIN, ELLA MICHELLE	07/21/2019	MANCHESTER,NH	AUSTIN, JOSHUA	AUSTIN, MICHELLE
O'DOUGHERTY, FAITH LUCIA	08/10/2019	CONCORD,NH	O'DOUGHERTY, JACOB	O'DOUGHERTY, KATE
ZAPPALA, ISABELLA MARIE	09/10/2019	CONCORD,NH	ZAPPALA, MATTHEW	LEARY, STEPHANIE
BROEFFLE, OLIVIA ROSE	10/08/2019	CONCORD,NH	BROEFFLE, JONATHAN	BROEFFLE, NICOLE
BOUTWELL, GEORGE TYLER	10/17/2019	MANCHESTER,NH	BOUTWELL, TYLER	BOUTWELL, CASSANDRA
TORRE, MAELYNN JEAN	11/29/2019	MANCHESTER,NH	TORRE, JOSEPH	TORRE, COURTNEY

Total number of records 14

DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2019 - 12/31/2019

-- DEERFIELD --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
DUTIL, THOMAS J DEERFIELD, NH	LEWIS, TAMMY L DEERFIELD, NH	DEERFIELD	DEERFIELD	03/17/2019
SHANAHAN, TIMOTHY J DEERFIELD, NH	MOSSEY, KIM M DEERFIELD, NH	DEERFIELD	DERRY	04/16/2019
DESROSIERS, SEAN D DEERFIELD, NH	TODD, SONIA A DEERFIELD, NH	DEERFIELD	CHICHESTER	05/19/2019
FISHER, MATTHEW S DEERFIELD, NH	HALL, LAURA M DEERFIELD, NH	DEERFIELD	DEERFIELD	05/25/2019
BRADY, PATRICK K SEABROOK, NH	ROBERTS, CHERYL L DEERFIELD, NH	DEERFIELD	DEERFIELD	06/12/2019
LEBEL, TYLER A DEERFIELD, NH	LACHANCE, RACHAEL L HOOKSETT, NH	DEERFIELD	AUBURN	06/15/2019
FOLSOM III, ROLAND C DEERFIELD, NH	CURTIS, CASEY M DEERFIELD, NH	DEERFIELD	COLEBROOK	08/25/2019
PALAZZO, ANTONIO J DEERFIELD, NH	ROSS, SHAWNTEL L DEERFIELD, NH	DEERFIELD	DEERFIELD	09/14/2019
MCCARRON, MATTHEW L DEERFIELD, NH	GOBRON, CIERA M DEERFIELD, NH	DEERFIELD	GREENFIELD	09/28/2019
COOKE, KYLE A DEERFIELD, NH	DUBOIS, AMBER E DEERFIELD, NH	DURHAM	NEWBURY	10/05/2019
BESSETTE, JOSHUA W DEERFIELD, NH	HORNING, KASSANDRA A DEERFIELD, NH	DEERFIELD	STRAFFORD	10/26/2019



DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2019 - 12/31/2019

--DEERFIELD, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
GRACE, LAURIE	01/04/2019	MANCHESTER	CLOUGH, BERTRAM	MURRAY, VIOLET	N
WEILER, EDITH	01/06/2019	CONCORD	POTTER, HAROLD	BALCOM, MURIEL	N
BOWLER, THOMAS	01/15/2019	DEERFIELD	BOWLER, PAUL	SHIPLEY, EVA	N
SCHOU, MICHAEL	01/21/2019	DEERFIELD	SCHOU JR, JOHN	PHILLIPS, PAULINE	N
GALT, ELIZABETH	01/23/2019	DEERFIELD	DRAKE, ELMER	YOUNG, EDNA	N
SMITH, DAVID	01/24/2019	HAMPTON	SMITH, FREDERIC	CONLEY, ESTELLA	N
BRESSLIN, DEANNA	02/21/2019	DEERFIELD	BARNEY, RAYMOND	HOYT, LOUISE	N
SARGENT, NANCY	03/09/2019	DEERFIELD	MELENDY, NORMAN	ROBINSON, EDITH	N
PERRON, PATRICIA	04/01/2019	DEERFIELD	TESSIER, JOSEPH	MARTINEAU, ALICE	N
DEMERS, JEANNE	04/19/2019	DEERFIELD	GAUDETTE, NAPOLEON	DESLAURIER, ALICE	N
STEVENS, JUDITH	06/21/2019	CONCORD	HALL, CLARENCE	BURLEIGH, FLORENCE	N
ROLLINS, LEMMA	07/04/2019	CONCORD	SMITH, MAURICE	WILLEY, LUCILLE	N
HYDE, BARBARA	07/11/2019	EXETER	DUNCAN, GEORGE	MCDONALD, CHRISTINE	N
ST PIERRE SR, NORMAN	07/17/2019	DEERFIELD	ST PIERRE, ALBERT	BRANCHAUD, AMANDA	N
MCGOVERN, SCOTT	07/22/2019	DEERFIELD	MCGOVERN, MARTIN	MERRITT, BARBARA	Y
PRIDHAM, FREDERICK	07/26/2019	DEERFIELD	PRIDHAM, GORDON	NOYES, NIOLA	Y
GILSON, SHIRLEY	07/28/2019	EPSOM	HORAN, GEORGE	WHITE, ROSELA	N
MICHAUD, PAUL	08/11/2019	DEERFIELD	UNKNOWN, UNKNOWN	LYONS, GERTRUDE	Y

DIVISION OF VITAL RECORDS ADMINISTRATION



RESIDENT DEATH REPORT

01/01/2019 - 12/31/2019

--DEERFIELD, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
ROBERTS, NANCY	08/12/2019	DEERFIELD	GRIFFIN, CHARLES	ROGERS, MILDRED	N
POISSON, RICHARD	09/01/2019	DEERFIELD	POISSON, ALPHONSE	JANELLE, ROSE	Y
SAMUELS, GEORGE	09/14/2019	CONCORD	SAMUELS, MORRIS	KUNET, SHIRLEY	N
SIDMORE, DAVID	10/01/2019	TILTON	SIDMORE, PHILIP	WALKER, ALADA	Y
TWOMBLY, HARRIET	10/03/2019	MANCHESTER	GODDARD, ROBERT	MEATTY, ELANORA	N
WORONIAK, JOHN	10/21/2019	EXETER	WORONIAK, ADAM	JAROSZ, CATHERINE	Y
HAND, REX	10/25/2019	CONCORD	HAND, STANLEY	MEINTS, SHIRLEY	N
BROWNE, JOSEPH	12/20/2019	ROCHESTER	BROWNE, HAROLD	UNKNOWN, DORIS	Y
HICKS JR, FREDERICK	12/24/2019	DEERFIELD	HICKS SR, FREDERICK	RING, MARY	N

Total number of records 27



2019

BOARDS, COMMISSIONS & OTHER

Deerfield Conservation Commission

2019 Annual Report

The Deerfield Conservation Commission is a volunteer, seven-member commission, appointed for three-year terms by the Board of Selectmen. State Law *RSA 36-A* calls for the establishment of conservation commissions for the “*proper utilization and protection of natural resources and the protection of watershed resources.*” The commission may also, with approval by the Select Board, acquire and manage land as conservation areas or town forests. In a nutshell, conservation commissions:

- Research and document the town’s natural resources
- Develop long-term plans and strategies for the protection of important places
- Work to permanently protect the most ecologically valuable lands
- Provide educational programs and hikes
- Work with the Forestry Commission to manage town lands for timber production, recreation and wildlife
- Advise other boards on the importance of the town’s natural resources
- Provide comment on wetland permits to the NH Department of Environmental Services
- Make comments and recommendations on land use plans submitted to the Planning Board

Work done in 2019 by DCC members and volunteers is outlined below:

LAND CONSERVATION AND PROTECTION

Conservation land in Deerfield includes both privately-owned and Town-owned land protected by conservation easements granted to qualified land trusts such as the Society for the Protection of NH Forests, Bear-Paw Regional Greenways, the Southeast Land Trust of NH, Rockingham County Conservation District, the USDA Wetland Reserve Program, and others.

The DCC encourages both the donation of land and of conservation easements as a means of preserving Deerfield’s forests and fields, its rivers and streams, wetlands and wildlife. Over the years, with the strong support of Town residents, and the generosity of private landowners DCC has facilitated the acquisition of properties that enhance and support the Town’s conservation goals.

Guided by criteria contained in the Deerfield Open Space Plan (DOSP) of Deerfield’s Master Plan, and the NH Wildlife Action Plan, open space protection focuses on properties that are rich in high quality conservation values including a parcel’s location within Deerfield’s green infrastructure, the existence of important soils, its proximity and contribution to the protection of wetlands, streams, surface waters, lakes and wildlife habitats (including wildlife corridors) and its role in connecting large, unfragmented ecologically sensitive areas. Additional considerations include:

- Potential linkages to existing open space
- The environmental sensitivity and importance of the parcel
- The existing threat of continued development
- Outdoor recreation potential

- The aesthetic benefits to the general public and preservation of the Town character
- The Cost and availability of the parcel including the financial impact of removing the parcel from development (cost of residential services vs. open space costs and benefits)

The above criteria can be found on pages 25 and 26 of the *Deerfield Open Space Plan* at <https://www.townofdeerfieldnh.com/sites/deerfieldnh/files/uploads/openspace.pdf>

As demonstrated by the March 26th 2019 Harvard Forest study, land conservation, both private and public, boosts local economies. *“The study, published in Conservation Biology, is the first of its kind, estimating the local net impacts of both private and public land conservation”*. <https://harvardforest.fas.harvard.edu/news/study-land-conservation-boosts-local-economies>

Nancy Mathes Conservation Easement - In 2019 the DCC collaborated with Bear-Paw Regional Greenways to complete the acquisition of a conservation easement on the 50.07-acre privately-owned Mathes property on North Rd. A stream that feeds the Lamprey River bisects the property, and along with the abutting McGarry easement, forms an unfragmented block of green space in excess of 100 acres. The easement was conveyed to Bear-Paw Regional Greenways, and the Town of Deerfield was granted an executory interest in the property.

In addition to numerous privately-owned conserved parcels, there are currently 996 acres of town-owned parcels in Deerfield that are permanently protected by conservation easements.

• Arthur Chase Town Forest	Tax Map 414 Lot 73	40 Acres
• Boisvert Town Forest	Tax Map 404 Lot 2	185 Acres
• Freese Town Forest	Tax Map 410 Lot 32	178 Acres
• Dowst-Cate Town Forest	Tax Map 416 Lot 16	100 Acres
• Hart Town Forest	Tax Map 403 Lot 2	71 Acres
• Lindsay-Flanders Conservation Area	Tax Map 415 Lot 30	58 Acres
• Marston Pendleton Conservation Area	Tax Map 409 Lot 54	128 Acres
• McNeil Conservation Area	Tax Map 406 Lot 12	63 Acres
• Weiss Town Forest	Tax Map 416 Lot 18	93 Acres
• Wells Town Forest	Tax Map 411 Lot 39	80 Acres

Funding for conservation projects comes from a mix of sources including donations, grants, and the Conservation Fund. The Conservation Fund is a major funding tool of the Conservation Commission for carrying out its mission to protect Deerfield open space. The Conservation Fund is supported by Land Use Change Tax (LUCT) revenues which are paid to the Town by landowners when properties are removed from current use status. Per the Town vote on March 14, 2006, 50% of the LUCT revenues are transferred to the Conservation Fund. Conservation Fund monies are routinely supplemented by donations and grants, such as those from the Land & Community Heritage Investment Program (LCHIP).

In 2019, a transaction grant of \$16,000 from the Merrimack Conservation Partnership was secured that covered the surveying costs associated with the conveyance of an easement to Bear-Paw Regional Greenways that now permanently protects the Boisvert Town Forest.

STEWARDSHIP

Annual monitoring of Deerfield’s Town Forests and conservation areas ensures that they comply with the terms of their respective easements. In addition, DCC responds to resident reports of wetland disturbances, safety issues, unauthorized cutting, dumping, and ATV activity on conservation parcels and in wetland areas.

In addition to conservation easement monitoring, wetland and shoreland permit application review and input is one of the functions that DCC performs as part of its stewardship responsibilities. Along with residential applications, DCC reviews utility applications to the Deerfield Planning Board for *Conditional Use Permits* and to the NH Department of Environmental Services (NHDES) for *Major Impact Wetlands Permits* for proposed maintenance projects affecting wetlands in Deerfield’s utility rights-of-way. Based on its reviews, DCC has been able to express concerns and offer recommendations to the Planning Board and NHDES including adherence to best management practices, protection of natural and endangered species, and requests for periodic monitoring of the work sites both during and upon completion of these projects.

DCC was also able to work with residents to expedite the processing of their seasonal dock permits.

DCC is grateful to its members, volunteers and partners for the many hours donated to ensure that Deerfield remains a faithful steward of its ecologically valuable lands.

The DCC Trails Committee invites those wishing to connect with Deerfield’s natural resources to check out the ***Deerfield Trails Club*** Facebook page to see what’s going on with over 300 fellow trail enthusiasts. <https://www.facebook.com/groups/1416712141954085/>.

Volunteers are always welcomed to assist with trail maintenance and marking. Trail inventory and maps can be found at:

<https://www.townofdeerfieldnh.com/sites/deerfieldnh/files/uploads/trailmapspb.pdf>

Visitors are encouraged to freely roam Deerfield’s conservation areas but are reminded that only non-motorized access is allowed on Deerfield Town Forests and other conservation lands, and to leave “*nothing but footprints*” behind.

Permitted and Prohibited Uses On all Deerfield Town Forests and Town-Owned Conservation Lands

Permitted *	Not Permitted
Walking	Snowmobiling
Hiking	ATV Use
Cross country skiing	Dirt biking
Snowshoeing	Mud trucking
Wildlife observation	Mountain biking
Orienteering	Firewood collection

Trail running	Camping
Dog walking – leash and scoop	Fires
Photography	Large group competitive games

* Hunting and free rock climbing are permitted in certain of these lands and forests.

* Please respect – Carry in; Carry out

Note: Alcohol is not permitted in our Town Forests and Conservation Areas

PARTNERSHIPS AND OUTREACH

DCC strives to address the concerns of residents and organizations that have come to the Commission for advice and support. In addition, the DCC continues to partner with neighboring towns in their mutual efforts to protect common waterbodies such as Pleasant Lake, Northwood Lake, and the Lamprey River. Entities with which the DCC routinely partners are:

- Board of Selectmen – On easements and other DCC initiatives
- Forestry Commission – Coordinating stewardship activities and Town Forest timber harvests
- Planning Board and Town Planner
- Pleasant Lake Preservation Association
- Bear-Paw Regional Greenways
- Land & Community Heritage Investment Program (LCHIP)
- Lamprey River Watershed Association
- Lamprey River Advisory Committee
- Southern NH Planning Commission

This year, at the request of Deerfield’s Town Planner and as part of DCC’s mandate to ensure “proper utilization and protection of natural resources and the protection of watershed resources” members collaborated with the Planning Board to update the ***Deerfield Zoning Ordinance Section 210 - Wetlands Conservation District***. *The goal was to arrive at revised language that was consistent with current definitions in the State of New Hampshire Wetlands Regulations (which are based on definitions established by the U.S. Army Corps of Engineers), and to define the extent of the district’s jurisdictional boundaries.*

DCC Submitted an application on behalf of the Deerfield Community School to UNH Cooperative Extension for its **NH BioBlitz**, a program geared to identify plants, animals, fungi and insects on town-owned lands. DCC continues its commitment to work with DCS students on future projects as it has in the past.

DCC MEMBERS AND MEETINGS

Members were excited to preview the long-awaited handbook **“Trails for People and Wildlife” – Guide for Planning Trails that allow People to Enjoy Nature and Wildlife to Thrive”**.

The guidebook, funded by the US Fish and Wildlife Service and developed by NH Fish and Game can be used to “...*assess existing trails and site new trails in the most wildlife-friendly way. This mapping tool highlights areas particularly important for wildlife and areas that would be more suitable for trail development.*” **DCC member and UNH Extension Wildlife Outreach Program Manager Haley Andreozzi was one of the editors of the guide.**

<https://www.wildlife.state.nh.us/trails/documents/trails-for-people-wildlife.pdf>

Member Brian Adams was appointed by the BOS as Deerfield's representative to the *State of New Hampshire Department of Natural and Cultural Resources'* Bear Brook Steering Committee, formed to update the 1994 management plan for the state park.

Member Wes Golomb is in the process of reestablishing the Town's Energy Committee.

The conservation-minded goal of the committee is “...*finding economically beneficial energy projects that lower taxes, energy consumption and Greenhouse Gas emissions, and help get us to the 2030 Net-Zero goal in our Master Plan*”

DCC members are volunteers who give freely of their time in service to the Town. Serita Frey is the Chair and Erick Berglund is the Financial Officer. Members in 2019 included Haley Andreozzi, Wes Golomb and Brian Adams. Volunteers Frank Mitchell, Al Jaeger, Will Frey and Alan Perkins contribute their time to easement monitoring, trail maintenance, and research, and to assist with land protection projects. Judy Marshall is the DCC clerk, providing organizational research and support to the Commission. The DCC is grateful to **ALL** the many volunteers who have given freely of their time in the name of conservation.

DCC continues to seek volunteers to share in its mission of protecting the magnificent beauty and heritage of Deerfield for future generations and to assist with various conservation-related tasks and projects. If you are interested in preserving our town's open spaces, wetlands, and natural resources, please contact **Serita Frey** at serita.frey@gmail.com or join us at our meetings.

The DCC meets on the second Monday of each month at 7 pm at the GB White building and interested citizens are always welcome to attend the meetings.

Deerfield Conservation Commission
Serita Frey, Chair

Heritage Commission Annual Report

It's been a big year for the Heritage Commission and the goals we are setting ourselves for the upcoming year. We're working to define the role that the Heritage Commission has in the town of Deerfield. The mission of the Heritage Commission is to work with the town in advising and providing resources to preserve and maintain Deerfield's character and heritage. The commission was established by the town and the members are appointed by the Board of Selectmen. Many of you know the fine work Fran Menard and former members of the committee did in the past to improve and update the facilities at the historic Town Hall, such as work on the fire suppression system, the restoration of the stage curtain and repairs to the historic windows. In November we were lucky enough to be the recipients of the proceeds from the Coffee House held at the Town Hall. Thanks to Leslie Van Berkum and the other generous performers that evening, the Heritage Commission was able to add over \$2500 to the Accessibility Fund. We would like to keep that momentum going with the goal of making the building more accessible for every resident to be able to attend events there.

Accessibility – in the broadest sense of the term – is important to the Heritage Commission; access to the many cultural and important resources that the town of Deerfield has. Deerfield is unique in that it is not built around a main center, but has many centers that were important at different points in time. Many of the town's residents may not be aware of the rich historical and agricultural past of Deerfield. One of our projects for the immediate future is to develop a map – a treasure map really – of all of the scenic and culturally important points in Deerfield so that you can explore areas you may not have known are right in your own backyard. Our town was once home to the milling and shoe making industries, and home to makers of fine musical instruments, even coffins. We will be looking for input from Deerfield citizens as well as possibly involving the Community School in our project.

We've welcomed some new members this year and said goodbye to some icons. Fran Menard retired this year and her tireless work, enthusiasm and commitment to the Heritage Commission will be sorely missed. She truly set a high bar when it comes to establishing goals for the future. In addition to the cultural map project, the Commission has also been working the Upper Lamprey Scenic Byway Committee to see how we can assist with signage on some of the routes that run through Deerfield. We have also been exploring our role as a Historic District

Commission to see how we could advise other areas of town that may be interested in setting up unique historic districts.

That's some of the things we are working on for the future. As a reminder, the Heritage Commission meetings are open to the public and we welcome public queries and feedback. A list of our meeting times and dates are posted at the town offices and the Post Office.

Respectfully submitted,

Debra A. Murphy

Deerfield Heritage Commission Chair

Deerfield Historical Society 2019

Hello All, I hope you had an exciting year as we did again at the Deerfield Historical Society, our building (Located at 5 North Rd.) Is moving forward, with much needed updates. The building has a long history in town (1840), it was a craftsman shop, that made coffins in the early days, and it also was a shoe shop in more recent times, it became a residence and was expanded. The building has been moved from its original location (which we found out was across the street from where the building sits now) and we are still researching the history of it.

You may have seen some changes to the building and the grounds. We have added plantings across the front of the new fence (next to the road), our new parking lot is also coming along. We have started putting in our walkways to the building (main entrance and office area). Taken some trees down that needed to be remove for safety reasons. The exterior of the building is getting close to being done, Jack Hutchinson and crew found some bad spots in the roof line and the siding and has made all of the necessary repairs to help seal the exterior. We installed a new door and are now working on the interior of the building, we are replacing missing casings around the widows, updating the windows to more energy efficient units. A lot of work, but we are up for the task.

We have also been cataloging new items we have received from donors throughout town. Joanne Wasson has been helping and donating some wonderful items, also it helps when she knows the history of Deerfield. We setup at the Church, sold breads and Historic Society ornaments at the Church Holiday sale for fundraisers. We have also put together a “Fundraiser Committee”, One of our events was a raffle of a beautiful painting done by our own (lives in town) Ginny Nickerson and she also donated some other paintings and prints for us to use as a fund raiser. We would like to thank her for her generous donation. So, stay tune for our next fundraiser. During our regular meetings we have speakers come in to tell us about history in Deerfield, and New Hampshire. Also, to add to that we have had presentations on various topics, grave sites, wall paintings and topics that help us understand how things (building stone walls) were done in the day (open to the public).

We have also started a Facebook page, we will be posting information about “fund raisers”, updates to our building and other social events.

The Deerfield Historical Society is supporting the installation of an elevator for the Old Town Hall, so everyone can enjoy and use the entire building.

If you have any interest in history or researching the history in town and would like to join, feel free to contact the Deerfield Historical Society.

Thank You,

Dan Tripp Sr.
President DHS

Annual Report of the Joint Loss Management Committee

The Town of Deerfield endeavors to provide a safe environment for its employees and for the public. Town employees at all levels are charged with maintaining a safe and healthy work environment. The Town's Joint Loss Management Committee ("JLMC"), composed of employer and employee representatives, focuses on the promotion of safety.

The Town Safety Policy aims to meet the following objectives:

- That safety for all town employees and the public is a leading priority.
- That the prevention of accidents and the protection of resources are guiding principles.
- That the Town of Deerfield will comply with safety laws and regulations and pledge full support of the Safety Policy.

During its meetings, the JLMC reviews accident reports, identifies areas of concern and sets benchmarks for the coming year. The JLMC promotes safety training for employees. In 2019, the JLMC expanded its in-house training program. During the year, the JLMC conducts an inspection of Town buildings/properties and, based on the results, makes suggestions to the Board of Selectmen for improvements. Finally, it advises the Board on matters relating to the Safety Policy and Program. In 2019, the JLMC updated the Emergency Response Appendices of the Safety Policy.

Several years ago, the Town achieved Prime 3 status through the New Hampshire Public Risk Management Exchange, aka, Primex. Aimed at protecting employees, residents and facilities, Prime 3 involves implementation of risk management best practices. Designation illustrates the Town's commitment to controlling costs through sound risk management practices. The JLMC assisted the process in its renewal of the Prime 3 designation again this year. The designation avails the Town to a discount in its workers' compensation and property and liability contributions, resulting in a monetary savings for the Town.

In the coming year, the JLMC will continue efforts to expand safety training and integrate new online training opportunities. The JLMC thanks all of the Town employees for their continuing efforts to make Deerfield a safe place to live and work!

Residents with questions or concerns may call Denise Greig at 463-8811 x310. Other 2019 JLMC members included: Cindy McHugh, Deb Treantafel, Phil McPherson, Denise Greig and Ray Ellis.

Let's be safe out there!

Kelly Roberts, Chair
Joint Loss Management Committee

2019 Town Report from the Deerfield Planning Board

New Hampshire State law requires three main duties of a municipal Planning Board:

- **SUBDIVISION AND SITE PLANNING:** Review and approve or deny applications for subdivision and site plan review. The Board provides assistance to applicants who seek a land use approvals;
- **CHANGES TO TOWN REGULATIONS AND ORDINANCES:** Recommend amendments to the Town's Zoning Ordinance and other land use regulations.
- **MASTER PLANNING:** Prepare and update the Town's Master Plan and promote interest in and understanding of the Master Plan.

Applications

In 2019, the Planning Board reviewed and approved applications for 6 subdivisions, 2 site plan reviews, 5 lot line adjustments, 1 conditional use permits, and 2 watershed agreements. For a major subdivision (4 new lots or more or a new road) or a site plan, the Planning Board strongly recommends that the applicant meet with the Board first for a preliminary informal consultation. This is an opportunity for the Board and applicant / landowner to discuss the proposal and for the Board to provide guidance. Applicants are also welcome to meet with Town Planner, Sylvia von Aulock for guidance.

Amendments to the Town's Wetlands Conservation District Zoning Ordinance

The Town Planner finalized work with the Conservation Commission and Planning Board to update the wetland regulations. The purpose of the update was ensure consistency with current state definitions which are based on definitions established by the U.S. Army Corps of Engineers. Also, the update would provide additional assurances that Deerfield's pristine water resources would be protected. The revisions clarify existing subsections such as the purpose, permitted uses, conditional use, and general provisions. One new section on prohibited uses was added to specify potential threats to wetlands and surface waters, such as salt sheds and hazardous waste facilities. Finally, the district boundaries were revised to include wetlands as well as areas within 100 feet of the wetland area.

Capital Improvement Plan (CIP)

Southern NH Planning Commission (SNHPC) worked with Town Departments and Deerfield's School Board and School staff to update the Capital Improvement Program. Future projects were determined, cost estimates were established and a timeline was created for the next six years. The Board of Selectmen and well as the School Board provided input on project priority and timeline. The CIP was reviewed by the Planning Board and then provided to the Board of Selectmen and School Board.

Anticipated 2019 Work Program

In 2020, the Planning Board expects to work on the following:

- Create an action plan to update Deerfield's Master Plan;
- Meet with applicants and landowners to explain the land use review and approval process;
- Identify items in the Town's land use regulations that need to be updated; and

- Work with the Conservation Commission, Zoning Board of Adjustment and others on land use concerns or zoning amendments.

Planning Board advisors

Town Planner: Sylvia von Aulock Executive Director SNHPC and Alternate Cam Prolman, Regional Planner SNHPC. Sylvia continues weekly office hours, (Tuesday mornings from 8:00 – 9:00 at Deerfield Building Office and as needed at the SNHPC Office in Manchester) to meet with applicants and property owners.

The five member Planning Board and alternates are volunteers and give of their time to help plan Deerfield's future growth. Given the planning, legal, engineering and administrative complexity of many projects, the Town benefits from the expertise of professional advisors:

Town Engineering Consultants: Keach-Nordstrom Associates (KNA).

Legal Counsel: Atty. James Raymond.

Planning Board Secretary: Jane Boucher

The Town coordinates and works with the Southern NH Planning Commission when appropriate. Learn more about the Planning Board and planning documents by visiting the Town's website at

http://www.townofdeerfieldnh.com/Pages/DeerfieldNH_BComm/Planning/index or attend a meeting. Normally, meetings are held on the 2nd and 4th Wednesday of the month, with possible exception in November and December. You can contact us at 463 – 8811. Thank you.

Respectfully submitted,

Peter Schibbelhute, Chair

Fred McGarry, P.E., Representative from the Board of Selectmen

Harriet Cady

Bob Cote

Bill Perron

Richard Pelletier, alternate

Scenic Roads

Meetinghouse Hill Road

(From Rt. 107 to Old Centre Road)

Article 22 of Town Meeting Warrant voted on March 12, 1974,
which was a re-convened meeting from March 5, 1974.

Perry Road

(From Nottingham
Road to Cate Road)
Article 14 of Town
Meeting Warrant
voted on March 4,
1975.



Whittier Road (From Griffin Road to Dead End)

Article 23 of
Town Meeting
Warrant voted on
March 12, 1974,
which was a re-
convened
meeting from
March 5, 1974.

Mountain Avenue - now known as Harvey Road

Article 20 of Town Meeting Warrant voted on March 4, 1978.

Cate Road, Bean Road & Coffeetown Road

Article 15 of Town Meeting Warrant voted on March 14, 1992.

Candia Road & Cole Road

Article 28 of Town Meeting Warrant voted on March 13, 1993.
RE: Candia Road - amended to add "a portion of Candia Road
between Old Centre Road and Middle Road."

Gulf Road

Article 23 of Town Meeting Warrant voted on March 16, 1996.

2019 Town of Deerfield Report

By Southern New Hampshire Planning Commission

The Southern New Hampshire Planning Commission (SNHPC) has a wide range of services and resources available to help member communities with a variety of land use planning and transportation challenges and concerns. Each year, with the approval of appointed representatives, the Commission’s skilled staff designs and carries out programs of regional significance mandated by New Hampshire and federal laws or regulations, as well as local projects which pertain more exclusively to a specific community.

Often, Community Planning Boards, Conservation Commissions, and Governing Boards request assistance from SNHPC for traffic, pedestrian, and bicycle counts, grant assistance, specific studies, mapping, and facilitation services. Technical assistance is provided in a professional and timely manner as SNHPC carries out projects of common interest and benefit to all member communities; keeps officials apprised of changes in planning and land use regulations; and in conjunction with the New Hampshire Municipal Association, offers annual training workshops for Planning Board and Zoning Board members.

In the past year, it has been the Commission’s pleasure to assist the Town of Deerfield with conducting traffic counts, providing technical assistance as the Town Planner, updating the Town’s capital improvement plan and conducting a road surface management system project.

The following outlined table details services performed for the Town of Deerfield during the past year and includes both hours worked specifically for the Town and for projects involving multiple municipalities. In the latter case, the total hours spent by SNHPC staff are divided equally by the number of communities, resulting in time allotment attributed to each of the communities. Examples of a regional project are the development of the New Hampshire Department of Transportation (NHDOT) Ten- Year Transportation Improvement Plan and the organization of a legislative event for NH Legislators and local officials in the SNHPC region.

No.	Hours	Project Description
1.	245.5	Deerfield Town Planner Duties: Provided assistance to Deerfield Planning Board, attended meetings, reviewed plans, met with staff.
2.	137	Assisted the town with a Road Surface Management System (RSMS) project to analyze the condition of paved, town-maintained roads. Met with town staff, conducted field review of road conditions, began follow ups to prepare for forecasting phase of project.
3.	117.75	Worked with Town staff, the Deerfield School Board, and the Planning Board to update and approve the Deerfield Capital Improvement Program.
4.	60.9	Conducted 2 culvert field assessments in the Town of Deerfield for ongoing development of the Regional Vulnerability Assessment, including meetings with road managers to discuss local risk factors and need for additional documentation of stream crossings; followed by SNHPC field survey of high-priority stream crossings.
5.	49.9	Performed traffic counts at 12 sites in town.
6.	7.5	Assisted the town in preparing for the 2020 Census by partaking in the Participant Statistical Area program, New Construction program, and statewide Complete Count Committee on behalf of the town.

7.	14.5	Provide technical assistance to the Deerfield Planning Board, including reviewing site plans with applicants and providing guidance to the Planning Board.
8.	84.8	Began the Congestion Management Process Plan update for the SNHPC region.
9.	33.2	Implemented the Becoming Age-Friendly Pilot Program Phase III and began Phase IV: Continued outreach and pilot program efforts with community representatives and staff. In November SNHPC hosted a statewide forum on age-friendly housing opportunities in New Hampshire.
10.	31.2	Continued the development of the SNHPC Public Participation Plan.
11.	26.6	Provided staff support to Robert Frost/Old Stagecoach Scenic Byway, including meeting preparation, communication, and follow-up activities.
12.	25.8	Compiled building permit data and certificate of occupancy permit records to record dwelling unit totals from all municipalities in the region.
13.	17.2	The FY 2019-2022 Transportation Improvement Program was developed and approved.
14.	12.6	Coordinated the establishment of regional transportation performance measures through Partnering for Performance NH (PPPNH) workgroup.
15.	12.3	Continued updating the SNHPC Regional Transportation Plan.
16.	11.6	Represented the interests of the Town on the Region 8 Regional Coordinating Council for the Statewide Coordination of Community Transportation Services Project.
17.	11.6	Provided assistance to Statewide Coordinating Council for Community Transportation (SCC).
18.	11	Conducted outreach to towns for the development of Road Safety Audit (RSA) and Highway Safety Improvement Program (HSIP) funding applications to the NHDOT.
19.	9.7	Continued work with the Environmental Protection Agency (EPA) Brownfields Region-wide Assessment Grant for environmental studies and investigations to help move contaminated sites to clean up, redevelopment and reuse.
20.	8.3	Provided monthly information to the Planning Board regarding upcoming meetings, project and grant updates, webinars and other training opportunities through the planning commission's quarterly Newsletters, monthly Media Blasts and periodic E-Bulletins.
21.	8.1	Met with business owners and local community groups throughout the region to share information on the availability of SNHPC's complete streets demonstration materials, and services such as design, installation, and staffing of demonstration projects.
22.	7	Coordinated with regional municipalities and the NHDOT to develop the 2019-2028 Ten-Year Transportation Improvement Plan.
23.	6.8	Participated in the Complete Streets Advisory Committee; organized a region-wide forum and provided feedback for the NHDOT State Bicycle/Pedestrian Plan.
24.	6.3	Provided detailed analysis of survey results from the State Plan on Aging prepared by NHDHHS.
25.	6.2	Developed an interactive map of volunteer driver services in the State of New Hampshire.
26.	5	Bicycle/pedestrian counting program; conducted regional outreach about the program, researched new count locations and planned for 2019-2020 counting season.
27.	2.8	Continued updating the regional travel demand model, which is used to forecast traffic volumes on roads in throughout the region.
28.	1.5	Coordinated with the Partnering for Performance NH (PPPNH) workgroup to develop and adopt regional safety, infrastructure condition, and freight transportation performance targets.

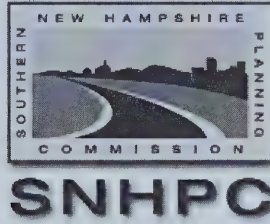
29.	1	Organized and facilitated the Legislative Event "Tiny Homes in New Hampshire" for NH Legislators and local officials in the SNHPC region.
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Town of Deerfield Representatives to the Commission

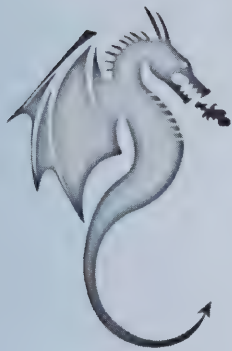
Frederick J. McGarry

Robert Cote

Executive Committee Member: Frederick J. McGarry



2019
ANNUAL SCHOOL REPORT



Deerfield Community
School



2019

**BUDGETS, ELECTIONS, MINUTES
& WARRANTS**

OFFICERS OF THE DISTRICT
For the Year Ending June 2019

MODERATOR

Erik Gross

SCHOOL BOARD

Ken Heckman	Term Expires 2020
James Deely	Term Expires 2020
Zachary Langlois	Term Expires 2021
Georgianna Klipa	Term Expires 2021
Nathan Oxnard	Term Expires 2022

SCHOOL DISTRICT CLERK

Julie A. O'Brien

SCHOOL DISTRICT TREASURER

Judith Lynn Marshall

SUPERINTENDENTS

Patty Sherman
Deerfield, Pembroke, SAU

Peter Warburton
Allenstown, Chichester, Epsom

BUSINESS ADMINISTRATOR

Amber Wheeler

PRINCIPAL

Kristen Withee

Meeting Minutes: Deerfield School District Deliberative Session – February 9, 2019

The Deerfield School District Moderator is Mr. Erik Gross. He is presiding over this First Session of the Deerfield School District Meeting on February 9, 2019, held at the Deerfield Community School, 66 North Road, Deerfield, NH. Mr. Gross opened the meeting at 9:00 am on February 9, 2019 with the following announcements and introductions.

Moderator: Please note: There is no smoking anywhere in this building or on school grounds. Also, note the locations of exits from this building, in the case of emergency.

In recognition of the labor and sacrifice of those who created, defended, and refined the privilege of a democratic government under which we assemble this morning, please rise and join us in our Pledge of Allegiance, and please remain standing for a brief meditation.

PLEDGE

“I suggest that we open this meeting by standing in silent meditation – asking guidance in our conduct of this Deerfield Town Meeting that may prove an effective self- government for us all. Guide us in our voting by a sense of purpose and human understanding. In our hands today lie the business affairs of the school district for the future. Grant us the sense of fairness to allow all citizens to participate regardless of experience. Help us to express ourselves with restraint and dignity that we may work together harmoniously for the well-being of our school district in the coming year.”

“So let it be.”

Please be seated. Those words were written by Joe Brown and used to open Town Meetings during his tenure as moderator.

Welcome to the First Session of the 2019 Deerfield School District Meeting. The officials seated before you this morning are...

School Board Members: James Deely (Chair), Zachary Langlois, Nathan Oxnard, Ken Heckman, and Leslie Witham

School District Clerk: Julie O’Brien

Also present are...

Assistant Moderator: Dan Holdridge

SAU 53 Superintendent: Patti Sherman

Deerfield Community School (DCS) Principal: Kristin Withee

School District Business Manager: Amber Wheeler

School District Attorney: Dean Eggert

Supervisors of the Checklist: Joanna Waring and Christina Pretorius

I would like to thank Bob Molloy and Jeff Purinton for handling our sound needs today. We thank the facility support staff of the school for setting up our venue this morning.

Moderator: Ladies and gentlemen – this is the Deliberative Session of the Deerfield School District, and you will act as the legislative body to determine the final form of the Warrant Articles to be voted on at the Second Session on March 12, 2019.

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. If you are a registered voter and have not checked in yet, please do so now. Any individuals present who are not registered voters of the Town of Deerfield -- although you are not permitted to vote, by Deerfield tradition you are permitted participate in debate.

The rules for this meeting are as follows:

Our meeting today is “for the transaction of all business other than voting by official ballot.” This first session “shall consist of explanation, discussion, and debate of each warrant article”. As previously noted, 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 deliberations on each article we will not vote. Instead, the Chair will instruct the School District (SD) Clerk to place the article on the official ballot, unchanged or as amended.

Our order of the day is the School District Warrant. The Chair will read each article and then recognize a representative to speak to the article. Then the floor will be open to all. If you wish to address the meeting, please approach the microphone. The Chair will recognize members at the microphone in turn.

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

Each speaker will be allowed up to three minutes to express his or her views. However, all remarks must be confined to the merits of the pending question, be it the main motion or an amendment, or to questions of order or privilege, and all remarks must be addressed to the Chair. 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. The overriding principle in all cases is fairness. A speaker may address the currently pending question or he may move to close debate, but he may not do both in the same turn. This means that if a speaker argues *for* or *against* a motion, he may not then conclude his remarks with “and I move the previous question.” We adopted this rule many years ago, and, with the support of the assembly, will continue to follow it in this meeting.

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, he should request a Division. Division will be a count of the raised cards, and our Inspectors of Election will be employed to execute the count.

A secret ballot will 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 secret ballot provision exists to offer secrecy; it 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 with the names of the 5 petitioning members. All such petitioners must be present and stand when each name is announced.

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 percent of the total vote cast.” In this case, “the recount shall take place immediately following the public announcement” of that vote. (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, and ask for an explanation.

Finally, the role of the moderator is to fairly organize and regulate the meeting according to rules agreeable to the members. 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 meeting. Then the members will vote either to sustain or to reverse the ruling.

Are there any questions? Seeing none, we are now ready to move to the Warrant.

The warrant articles begin on page 2 of the handout.

THE STATE OF NEW HAMPSHIRE

TO THE INHABITANTS OF THE SCHOOL DISTRICT IN THE TOWN OF DEERFIELD, QUALIFIED TO VOTE IN DISTRICT AFFAIRS:

Voting on warrant articles will be conducted by official ballot at the second session scheduled for March 12, 2019 at the Deerfield Town Hall from 7:00 A.M. to 7:00 P.M.

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]

Moderator: Article #1 is now open for discussion and Amendment. The chair would like to recognize Ms. Andrea Hotaling, the MBC Chairperson, if she would like to speak on the article.

Andrea Hotaling: Andrea Hotaling, 1 Lakeview Lane. The overall budget was approved by the MBC (Municipal Budget Committee). One note, compared to the statistics that are on the bottom of the final page. The final page

says that there is a 0.26% increase in the budget. I would like to point out that it assumes that last year's figure includes the \$150,000 that was for the two warrant articles regarding facilities. If you look just at the operating budget, the budget is up 1.4%, operating expenses to operating expenses. If we add in the teachers warrant article, which is a separate item this year because of the renegotiation, the operating expenses would be going up 2.7%. I do not think that there is anything particularly out of line, but I would be willing to discuss any particular line item.

Moderator: Thank you. Mr. Zach Langlois, do you have anything that you would add?

Zachary Langlois (School Board member): I believe that Ms. Hotaling did sum that up pretty well. Year-to-year it is (an operating budget increase of) 0.26%. Obviously, once warrant articles are passed at the ballot, they become part of the operating budget. That being said, the Board and the administration has spent a considerable amount of time trying to keep the budget as tight and as efficient as possible. I think that was done quite successfully. So we hope for your support.

Harriet Cady: Harriet Cady, Old Center Road. On page 4, line 34, it says 'three students to Coe-Brown for \$16,177'. But the amount there is for only two students. Can you explain?

Moderator: Is there somebody from the School Board or the SAU staff that can answer that? Ms. Hotaling?

Ms. Hotaling: I might be able to remember I might be able to address it. It was pointed out at our budget meeting. I believe that there are only two people attending. That was not changed. It *should* say **two** students, at the amount that is there.

Moderator: Ms. Wheeler can you confirm that?

Amber Wheeler (SAU #53 Business Manager): Yes. That is my belief as well.

Mrs. Cady: Could I just make a comment? When you sign these, don't you read and look over these for mistakes? It was signed by the Budget Committee and the School Board. We should be able to have accurate information.

Moderator: Thank you. Are there any other questions or comments regarding Article #1?

Ms. Hotaling: Yes, I have one that didn't come up during our budgeting discussions. But since then, I have thought more about it. There is a line on page 13 for HEALTH INSURANCE. I believe it is line 353. So, on Line 353, page 13, you can see that health insurance is a significant number. It is \$1,367,694. That is 10.1% of the overall total dollars on our budget. So it is an item worth thinking about. As you look on the next line down it says that there is a 1.5% rate increase. However, the overall increase on that line is 5.6%. My assumption is that this is because people are changing their participation. That is, not everyone participates in health insurance. So looking forward, perhaps we are anticipating other people will be participating. As we get to the teachers' contract, you will see that there are two health insurances being proposed for next year. There is a Green level plan where individual coverage is \$10,548, and family coverage is \$28,464. Again, the district takes in a good percent of that, and the individuals pay the other portion. The new Red plan, which is a lower coverage plan, has an individual premium of \$9,912 and a family coverage of \$26,760 for the premium cost. My question is, and it did not come up during our discussions, the teachers are being offered an option of either the Green or the Red plan. I was wondering if in the paraeducator contract that we are operating under right now, it only talks about the Green plan being offered to them. I was wondering if they are going to be offered an opportunity to save in the Red plan savings?

Mr. Deely (School Board Chairperson): So, the paras (paraeducators) and the teachers negotiate separately. The paras are currently in the middle of an existing contract. So, at the next contract it will be considered as part of the negotiations. But at this point, no they do not have the option.

Ms. Hotaling: So there wasn't any consideration of offering the paraeducators what could be a savings for them? And again to that same issue, is it in fact then the reason that this is going up that the people participating in either family coverage or participating at all is up over previous years?

Ms. Wheeler: Yes, it is. If you look at that number and go over to the 17/18 and 17/18 actual, you will see that there is quite a bit of a jump right there. We had several individuals that changed their plans that year, and then again in the current year.

Mr. Deely: As a point of clarification, the difference between the Green and the Red plan is more about the deductible than about the benefits. It is not a reduction in benefits. It is an increase in deductible between the two plans.

Moderator: Are there any further questions or comments? Mr. Verville?

Kevin Verville: Good morning. Kevin Verville, 9 McCarron Road. Thank you Mr. Moderator. I have a quick question and two observations, if I might. On page six, if we turn our attention to line 91, the summation of TEACHING SUPPLIES, one could categorize that as *direct student services*, which is to say that this money is used directly in the classroom for the education of our students. It's nice to see a sizeable increase in that line item. I think we've been underspending there. Certainly the Music Department has been doubled and that is good. Hopefully that will eradicate the need for their constant fundraising. My question is, does this budget, as proposed, fully fund direct student services for the next academic year? If the answer is no, by how much and in which lines, so that somebody could be prepared to make a motion?

Moderator: Is there anyone that could speak to that? Mr. Deely?

Mr. Deely: In regards to the numbers that are put forth by the administration, in terms of direct student services, neither the School Board nor the Municipal Budget Committee changed that. That is exactly what was presented by the administration in regard to the needs estimated for next year. I can't give you an exact number of what the actual costs are going to be for next year, but that is exactly what was presented by the administration.

Mr. Verville: A follow up, if I may Mr. Moderator?

Moderator: Yes, Mr. Verville.

Mr. Verville: While I understand the answer that you are giving, it doesn't really answer the question. It is my understanding, being a former teacher and friends with teachers, that departments work to craft budgets, to present to department chairs, that are then handed off to the building administrator, typically the Principal, to be duly considered. Then they are sent up to the SAU to be considered by the Superintendent, to then be presented to the School Board for further deliberation. While I appreciate the fact that neither the MBC, nor the School Board made changes to these lines, were there things that were cut from these lines or things that were requested by teachers or departments? If so, could we get examples of those, to know if we are fully funding this line?

Moderator: Ms. Sherman?

Patricia Sherman (Superintendent, SAU #53): While I would like to be able to give you a number to fully fund, I don't think that we have asked any teacher for a budget that would fully fund everything that they would like to have in their classroom. We did not cut funds for any supplies or equipment that were brought before us by teachers that Kristen (Kristen Withee, Principal, DCS) and I can recall. I do not have a number for you that would say for example "if teachers could have everything they want, it would add \$10,000". I do not have that number.

Moderator: Is it your intent Mr. Verville to create a proposed amendment that would increase that total line?

Mr. Verville: First, I would like to thank the Superintendent for the answer to the question. I think that answers my question. You don't know what you're going to do until you know what the information is. And watching both School Board meetings and MBC meetings, there's precious little discussion around those lines. When the district presents the budget to the School Board there is not a lot of discussion about what departments requested or didn't request etcetera. So, there's a certain lack of transparency and I was just trying to get some transparency. I appreciate the answer from the superintendent. At this point I'll move on.... just two quick observations. I've been following budgets in this town fairly closely for almost a decade and I would turn our attention to page 10, line 262. That is the SAU Management Services. We see essentially a 6% increase again this year. Going off of memory, I can only remember one year, since I've been looking at these budgets closely, that this line item was

close to the inflationary rate, which here in New England is about 2.5% or nationally 2%. We continue to have unsustainable growth at the SAU management level. It is a continued concern of mine. I hope it is going to be addressed in the future, because that is siphoning off money that could be used for direct student services. The only other observation I'll make is that if we look at the warrant, when we look at the tax rate estimation of a \$0.77 increase over the previous rate, it would be a 4% increase in the tax rate. While I know we're not on Warrant Article #2, if that would pass, it would be almost a 1.6% increase. If both questions were to pass, that would be in a 5.5% increase in the tax rate. The school district tax rate is about three-quarters of the budget. Thank you for your time Mr. Moderator

Moderator: Yes, Mr. Langlois?

Mr. Langlois: One thing that's been discussed repetitively at the MBC, as well as at the deliberative session last week, is that the tax rate that you see on the bottom of a warrant article, is not entirely reflective of what you'll see on your taxes. When the Board of Selectmen sets the tax rate, they take a lot of other things into consideration, including fund balances that may be returned by the school at the end of year, among other things. Again, the estimate on the warrant article is not the actual tax rate change that will occur. So although it is a figure and it does work out to something, realistically what we're looking at here is about a \$586,000 increase in spending, which is about a \$1 per 1000 increase on your taxes.

Moderator: Are there any further comments, discussion, or questions about Article #1? Yes, Ms. Cady?

Ms. Cady: The thing that I'm feeling uninformed about is that I'm seeing the teachers have compared their salaries to other towns, but I don't see the contract for how do our health benefits compare or how do our sabbatical leaves compare. For a year's pay, how did the personal days out and the vacation days compare? How does the amount of time given during the day for your work in the classroom compare and so on and so forth....

Moderator: If I may, it sounds as if you're talking about Article #2, which is where the teacher contract is discussed. So, perhaps you could hold your question until we finish with Article #1?

Ms. Cady: I thought we were through with Article #1.

Moderator: Well, not quite. Not formally. Are there any further questions on Article #1? Hearing none, the clerk will place Article #1 on the ballot as written. Thank you.

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	\$157,387
2022/23	\$138,683

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?

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

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

Moderator: Please note this article is not amendable. We are going to enter into a discussion about the article. Before we get into any questions about the article, I would like to recognize Mr. Nate Oxnard for some comments.

Nate Oxnard (School Board member): So, we entered into this agreement with the teachers because there are benefits to both sides. So I wanted to take a couple of minutes to line up some of the benefits to the school district. One of the most clear items in this contract is the increase in salary. So I'll start with that one. The salary increases accomplish a couple things from the school district perspective on this. One is that it recognized the hours and the work that the teachers put in to benefit our kids. That approach has been evident over the last couple years by things like teachers regularly spending time...hours after school. Just this last week the 7th and 8th grade team was here until 7 or 8 p.m. doing meetings with parents, and that's beyond the scope of their salary. Resulting from the work that our teachers have put in for many years, the school was recognized a couple of years ago by the EDies group as the PK-8 School of the Year. A lot of great work has gone into this and part of this is to recognize that. Another approach or another benefit that we see from an increase in salaries is that it does make our school district more competitive. If you look back at the last contract's steps, there were no increases to salary over the last three years. So every year most districts incorporate some sort of increase to the salary schedule. Our last contract did not do that. What that did was put our teachers at essentially the last or second to last place in terms of salary out of the districts in our SAU. There are some handouts in the back, if you'd like to take a look at where our current salaries stand. So, by increasing the competitiveness, that expands the applicant pool that we can get. As we deal with increasing retirement and other things over the coming years, we will have an increased pool of applicants to choose from. Really what will drive a lot of good things going forward, is having a very solid faculty here. So we want to take advantage of that if possible. Aside from the salary, what do *we* get in terms of the district, our children, and our community, from this contract? There are several other things. One of those things is a long-term reduction in the healthcare costs. As Ms. Hotaling pointed out, the healthcare costs are sizable. The more that we can move over to Red plans as mentioned, would be advantageous. The number that's in there is based on what we currently have for teachers signing up, what are known facts. However, we weren't able to work in anecdotal and survey data into our conversations with the teachers. There were indicators that teachers would be willing to switch to the Red plan if it was available. So we anticipate savings from that as we do anticipate teachers switching over to the Red plan because it saves them money. Then the district will see savings there also. As well, we have changes to the school day and school year and how we keep track of hours and how and what a school day looks like. So while we're not mandating any changes in terms of how and what hours teachers work, we do work in some flexibility so that it's possible that looking forward and thinking about how education could be changing for the 21st century. We want to think about how to educate our children in other ways. So maybe teachers could be available after school and be paid to do that. So we could we could also have some learning happening after school in our growing Enrichment Program. The last thing is that we also address the evaluation language in this contract for the teachers. So the evaluation protocol has been in place for a number of years and it is a very thorough process that the teachers and administration agreed on a number of years ago. But it hasn't been revisited in some time. I'm a teacher in another district and I know that having the ability to to work with your administrator, your supervisor, your evaluator on how you're doing really does spur constructive conversation about how we could be getting better as teachers. So our hope is that as we address the language in the evaluation process, we will be making that tool more effective as we go forward. I'd be happy to answer any other questions.

Moderator: If you haven't had a chance to pick up the handouts that the School Board constructed regarding this particular question, I would encourage you to do so. They're on the back table. So the article is now open for discussion. Yes, Ms. Cady?

Ms. Cady: Do I have to repeat it all again?

Moderator: An abbreviated version would be helpful.

Ms. Cady: Well, we can see what the other teachers in districts earn for salaries by the sheet handed out. We cannot see what the difference in their contract for sabbaticals, personal days, sick days, leave, so on and so forth. That adds cost also. So is that looked at *and* is the contract online so we can read it?

Mr. Oxnard: Yes, it is online. It's on the SAU web page. If you go to Boards, and then Deerfield, there is a tab that says Budgets and Financial Information, and that is information for our meeting today if you would like to take a look at it. Also, correct me if I'm wrong please, but I think that all of the teachers in our SAU have the same health insurance provider/plan. Is our district the only one that is considering switching to Red or have some other districts started to move to Red?

Ms. Sherman: We have other districts using Red and another plan that's called Yellow.

Mr. Oxnard: Those are being used by other districts as well?

Ms. Sherman: Yes.

Mr. Oxnard: So, we didn't include that in the information, but it's all the same plan, but different levels of coverage.

Moderator: Ms. Sherman is there additional information you can provide to address Ms. Cady's question about other aspects of the contract as it relates to other towns?

Ms. Sherman: Just from experience in the SAU, it's in line with other districts. The sick time, personal time, and all those other fringe benefits are very similar. All of the SAU contracts are online and the PELRB has the contracts for every school in the district, if you are interested in digging in a little bit deeper. But we did not create any type of hand out, with a side-by-side comparison of that information.

Ms. Cady: Then I'm going to another subject. I called the Department of Education, to find out when they had come and evaluated our school for space needs, when they had come and evaluated for the EDies, excetera, excetera. I then found out that they hadn't been to our school to evaluate since 2006. In fact they sent out self evaluation forms, filled out by the people in the school. Then they based their awards on the self-evaluation. I was pretty upset. I feel that we have laws in this state and we have rules and regulations that are charged to the Department of Education to ensure that our schools are functioning correctly under them. Self-evaluations are nice if it gives you a chance to evaluate your abilities. But when you compare with a Department of Education that has the rules and regulations and what they're supposed to be doing, then I find they are negligent. But it also causes a negligent to our schools because they aren't seeing what the State is looking at and what the rules and regulations are that would help. So they called me back and said Ms. Cady we've made an appointment to go down. That's nice. Since 2006.....13 years to get an evaluation?

Moderator: Is there anything that is pertinent to the teacher contract per se?

Ms. Cady: There is. What I want to know is, has the School Board taken into consideration, two things?

First, these evaluations, and they can brag all they want about an EDie, but until that shows me that it was done under the rules and laws, I don't care about that. What I want to know is the comparison of our school to the 200 schools in the state, Secondly.....

Moderator: Thank you. We need to get back on the topic of the teacher contract.

Ms. Cady: I disagree because the teachers' contract with all of these things is what we're paying for. Anyways, to the point, how many teachers have we had quit?

Moderator: This is not pertinent to the discussion of the teacher contract in Article #2. It is a topic that you need to bring up with the School Board in a separate venue. This is not the place for discussing this.

Ms. Cady: You're telling me we're making our school contract equal. But if we aren't losing teachers, then why are we increasing?

Moderator: Thank you. Would someone from the School Board like to address the questions?

Mr. Oxnard: Ms. Cady, you do bring up a good point. Over the past couple of years, we have been hearing information from people about homework concerns and how that serves our students, that kind of stuff. We hear concerns from parents all the time, and part of our job is to weigh the concerns. To this point, a couple years ago, maybe last year, we did go out and find a third-party, outside party, separate from the EDies group, to come in and do an evaluation of our middle school. Information was collected from parents and staff and they returned to us after having identified a number of our strengths and also on top of that, some places where we could

improve. They were not tied to the State of New Hampshire, but they were a separate outside party who came in and evaluated our program based on current best practices in education.

Mr. Deely: A point of clarification. The EDies award is *not* a self-reported award. There was a committee that came to the school. It was a well deserved award based on an in-depth multiple-day review of our curriculum, and interviews with both our teachers and our parents. So, to give the impression that it was a self-reported award is *not* true.

Moderator: Are there any other questions?

Ms. Hotaling: I agree with Mr. Oxnard that our previous three-year contract did not have an increase in scale. It had simply annual steps. However, our teachers were adequately compensated during that period of time, because our step of \$2,325 ...kind of on average...gave those teachers a raise, anywhere between 3.6 to 6%, again depending on where they were on the scale. The current contract does propose an increase in scale and the annual step. That's a common way to compensate teachers. The reason we fell behind was because we didn't have that two-step process. We just gave raises based on steps. So going forward, yes we should have an increase in scale. The thing I object to, and I am opposed to this contract, is that we kept the steps at the \$2,325. Three examples: 1.) If you were on Step 1 this year in a Master's level you would get a \$1,500 increase in scale and you would get a step increase of \$2,325 for a total of \$3,825 or 9.9%. Over the four-year contract that person would move to Step 5 and would have a 39% increase. 2.) If you were on Step 6 this year moving to Step 10, you also would get \$3,825 this year. That's 7.6% with a total of 30%. If you are anywhere on the step system, and we only have 13 steps where many other districts have 14 or 15 steps, the average in the state is over 15 steps, you will be getting somewhere between a 7 to 10% increase in the first year, and a 30 to 39% increase over four years. 3.) On the other hand, our most experienced teachers, because they are at the top step, will be getting the \$1,500 increase and a potential increase in longevity. For the current year staff at the maximum step maximum longevity, you would be getting a 2.4% increase with over 4 years 8.9%. Again I do think we need to go to a scale and step system. I think when we increased the scale we should have decreased the annual steps to get a more fair overall increase. I also believe perhaps we should look at adding a step or two, so we are consistent with other districts within our SAU and also statewide. My 3 minutes are up? Okay. I will post some more information online. I do think the contract has a good approach. But, I think we've overdone it with the steps and the scale.

Moderator: Yes?

Ann Bond: Good morning. Ann Bond, non-resident from Pembroke. I just have a question. I'm going through all of the SAU 53 deliberations and budget meetings. My concern is the health insurance. I know that there is a small increase, but I wanted to find out if different districts are looking at what your town employees have for a benefit, and what your school district has for a benefit, and to find out why we're not looking at other vendors for a better plan and more cost effective to the taxpayer and the residents.

Moderator: Thank you. Is there somebody at the table who can help address the question about the comparison of town employee benefits vs school district benefits? Mr. Deely?

Mr. Deely: The Town negotiates with their employees entirely separate from the school. There has never been an overlap in terms of negotiations of the vendor that is providing health insurance to the SAU. One of the purposes of the SAU offices is to find vendors that provide the least expensive, best across-the-board options for our school. So we are working with the vendor that the SAU presented. I believe Amber (Amber Wheeler, SAU #53 Business Manager), correct me if I'm wrong, they are the lowest cost vendor that was presented to you?

Ms. Wheeler: At this time, yes.

Ms. Bond: Could I just ask a follow-up question?

Moderator: Yes, that would be fine.

Ms. Bond: When was the last RFP sent to find out that this is the lowest vendor for that benefit?

Mr. Deely: I believe that it's evaluated annually.

Ms. Wheeler: No, it was 2017 when we looked at several different vendors.

Ms. Bond: So, nothing 18 or 19, or forward for 20?

Ms. Wheeler: No.

Ms. Bond: So how do you know that's the lowest benefit? That's just my question...

Ms. Wheeler: We're in the middle of several CBA contracts at the time. We can't change those benefits until those have been exhausted.

Ms. Bond: Just one more follow-up question. Have we looked at the non-contracted employees?

Ms. Wheeler: One of the benefits to the vendor that we have is having a larger pool. With having a large pool, you get a lower cost benefit. If you start to break that up a little bit, the cost could go up.

Ms. Bond: Just a follow-up statement. Anytime you have a pool of 50 employees or more, that's still a large pool. So, I would just ask that the different districts in SAU #53 start looking at the cost of health insurance.

Moderator: Thank you. Mr. Verville?

Mr. Verville: Kevin Verville, 9 McCarron Road. The School Board has stated publicly that there will be cost savings based on the new insurance program, as proposed in this in this contract, if it goes forward. I've asked repeatedly, but haven't gotten an answer. What are the estimated cost savings over the four years of this contract? What does the district predict that cost savings to be?

Moderator: Mr. Deely?

Mr. Deely: So we have to calculate the cost according to the highest risk to the public. The most expensive for the four-year period of this contract is for folks to stay on the Green plan. We cannot estimate how many teachers will actually move over to the Red plan. It is a cost-savings to them and it is a cost-savings us. But we can't ask them to commit ahead of a contract being passed. So the costs that are in the contract associate with everyone staying on the Green plan. So, it doesn't calculate for the savings that *could* happen and probably will happen with the Red plan. Does that make sense?

Moderator: Mr. Oxnard, a follow-up?

Mr. Oxnard: However, we did, as part of the contract, work into it a decrease in the district coverage of the percentage. So, even though we're anticipating teachers staying on the Green plan, the contract scales it back from 90%, to 89%, to 88% every year which saves over \$10,000 to the district. However, we can't commit and plan for this in terms of actual figures on the warrant. We are anticipating that some will turn to Red, but we don't know for sure what those numbers are going to be.

Mr. Verville: So the cost savings of the reduction, in essentially copay, over 4 years is \$10,000?

Mr. Oxnard: Additionally every year. So by the 4th year of the contract it is \$40,000.

Mr. Verville: So \$40,000 spread over four years. Thank you. So it's my experience and my understanding that the typical teacher contracts are two or three-year terms. I haven't done a broad survey for sure, but this is the first time I've ever seen a four-year proposed contract and I'm curious as to why a four-year contract instead of a more typical 3 or even two-year contract?

Moderator: Mr. Deely?

Mr. Deely: The thought on the part of the Board was to provide clarity for the town going forward, in regards to what the estimated costs would be over a longer period of time. It is not common to see longer term contracts. But, Chichester just entered into a five-year contract, so it is not unheard of. The intent was to to gain clarity over the four-year period and to leverage savings over that time. I think at the end of four year period, we'll be in a good spot, in terms of our comparison to other districts and where they are.

Mr. Verville: Thank you. What is the turnover rate, non-retiree turnover rate, for the Deerfield Community School, say on the last year, or 3 years, or even a five-year average?

Moderator: Does anybody have an answer to that particular question?

Mr. Oxnard: It's above zero. There was a previous comment that nobody ever leaves. That's not true. There have been a couple of departures over the last couple years.

Mr. Verville: So there have been a couple of departures over the last couple of years?

Mr. Oxnard: Each year there's been a couple, I believe.

Mr. Deely: We could look that up for you and get it for you.

Mr. Verville: But it's a small number. If we were to qualify that....

Mr. Deely: Are we losing 10% of our teachers each year? No.

Mr. Verville: Are we losing 5%?

Mr. Deely: I don't know. I can look the number up and we can get it for you.

Mr. Verville: I would appreciate that. So...

Moderator: Mr. Verville, I believe Ms. Hotaling has a question. Can you yield the microphone for a question from someone else?

Mr. Verville: Yes, I'll yield.

Ms. Hotaling: Andrea Hotaling, 1 Lakeview Lane. This is just a comment having to do with the Green versus the Red plan. I do understand that the estimate for this year is based on current teachers and the current Green plan. However, going forward, the change or the incentive to go to the Red plan for individuals, there would be a savings each year. But to incentivize the family coverage, people to go to the lower cost plan, I believe the contract says we would go to 80% coverage of a Red plan, where we would only go from 75% down to 74% coverage for the family under Green, and 80% of the Red plan family coverage next year is a larger number than 74% of the Green plan. So in fact, if families switch there will not be a savings. In fact, in the first year, the year that we have information about, the average family coverage for the school district would increase by \$345. There would be a significant benefit to the teachers themselves of about a \$2,000 decrease, because the plan is so much less expensive and the fact that we are incentivizing them by offering 80%. I don't know the mix between individuals and families, so I don't know what the overall impact would be. But switching to Red plan isn't necessarily just a savings.

Moderator: Thank you. Mr. Verville could you hold for just a second?

Mr. Verville: Yes.

Moderator: Mr. Oxnard?

Mr. Oxnard: When we looked at the history of the Green and the Red plan, it has seemed like the Green plan has been increasing historically more quickly than the Red plan. So yes, that is a correct observation. But looking forward, our approach is that if we can get more teachers to go to the Red plan, that the increase over the upcoming years would be less. So, in the future, we would even out.

Moderator: Thank you.

Mr. Verville: Just a couple more points. So it's my understanding that there is no shortage of qualified applicants, if not highly qualified applicants, for vacancies in the Deerfield Community School in the last 3 to 5 years. Is that correct or incorrect?

Ms. Sherman: That's incorrect. We've had a hard time filling certain positions. For elementary teachers, we've been very lucky, we have a great pool of interns from UNH. But for other specialty areas, it has not been as easy.

Mr. Verville: What specialties are they?

Ms. Sherman: Music, Reading, School Psychologist, Foreign Language.

Mr. Verville: The last thing I want to get into, and I'm not really sure I've done the math correctly, because the chair of the MBC gave a different number than what I calculated. So I don't know if I'm misunderstanding it. If somebody is on the top step right... so there's no more steps of longevity, and if they don't increase their level of education, what is the percent raise they will get over 4 years?

Moderator: Who can answer that question? Mr. Deely?

Mr. Deely: I believe... it isn't a percent raise. There was a flat number put in for each year.

Mr. Verville: So, I think that answers my question. So, if I get \$1500 a year at the top step...

Mr. Deely: It's not \$1500 for 4 years.

Mr. Verville: Then, what is it?

Moderator: Mr. Langlois?

Mr. Langlois: So I believe the question you are asking is, if you have a Masters 45, I believe it is about a 5.75% raise over the four year contract.

Mr. Verville: I apologize. I misspoke. I do appreciate the fact that the amount of the increase over the four years does change and it does diminish. When I calculated that out, that came to a 12% raise. I can argue I can live with that right? Because the cost of living estimated by the Bureau of Labor Statistics is 2.5% for New Hampshire, for the New England region. That's the minimum. If we go down in years of experience, and none of the calculations I did have any change in education level, the max raise in four years is 38% or 39% if you count step increases and increases in the steps. I have to admit, that's good work if you can get it. Where we don't have turnover, where we have limited difficulty finding qualified professionals and my guess is that all districts struggle finding those same professionals. Would that be accurate Ms. Superintendent?

Ms. Sherman: Yes.

Mr. Verville: Thank you. That this is not to bridge that shortfall in educational expertise. Unfortunately that's the only part of this contract. The salary increases, to range from 8% up to 38% in 4 years is very generous. Thank you so much.

Moderator: Mr. Deely?

Mr. Deely: There is a percentage change at the lower levels. But when you talk about percentage change, we're talking about a salary starting at \$35,695 and going to \$39,995, for that same teacher at that same step, over the four year period, with no step changes. You can talk about large percentage numbers, but that's where the salary is. Those are the actual numbers.

Moderator: Ms. Cady?

Ms. Cady: Back to the health insurance. The town employees have a \$500 deductible. I want to know, do the teachers have a deductible? Does the school district go out and look at private companies or do they just constantly look at HealthTrust from the NH Municipal and the NH School Board Associations?

Moderator: Mr. Deely?

Mr. Deely: The Red plan does have a \$2,000 deductible. So, if teachers switch to the Red plan, they will have a \$2,000 deductible.

Moderator: And the corresponding deductible for the Green plan is?

Mr. Deely: I believe there's no deductible for the Green plan at all.

Moderator: And it was noted before, the town negotiates independently of the school.

Ms. Cady: I understand that. The second thing was, does the school go out looking for RFPs for other than HealthTrust or whatever the School Board's is?

Moderator: Mr. Deely?

Mr. Deely: We rely on the SAU to do that. That is one of the services they provide. We as a School Board did not go out and shop the cost of healthcare plans.

Moderator: Ms. Wheeler, can you speak to the process that you undergo?

Ms. Wheeler: The last time we looked at it, we reached out to a number of different vendors. It wasn't just SchoolCare and HealthTrust. There were several vendors that we looked at. It tends to be that most districts tend to use HealthTrust and SchoolCare because they have a pooled system which gives a larger benefit to school districts. This is why the majority of districts go with one of the two. But, we did look at a variety.

Ms. Cady: Okay. You said when you last did it. Could you please provide me with the year you last did it, and the copy of the bids? Thank you.

Moderator: Thank you. Yes?

Leila Thompson: Going back to percentages, where you were talking about both percentages and a dollar amount for raises, for the school. Do you have any data to look at what people in the private sector are getting for yearly

raises as compared to what we are looking to pay for people in education? How does it compare to what we're getting for a raise in the private sector, as opposed to what we would be paying out for people in the school?

Moderator: Mr. Deely?

Mr. Deely: The private sector is hugely varied. There is huge variation in the private sector.

Ms. Thompson: I would be interested to look at a private sector who has to have a comparable level of education. So, a lot of times in healthcare we are looking at people with a Master's degree, like we are looking at teachers with a Master's degree.

Moderator: Thank you. Mrs. Hotaling?

Ms. Hotaling: I did look online to search what is the average private sector wage. The average private-sector wage on anything that I saw was 3% next year, a little bit above what cost of living is estimated to be at 2.8%.

Moderator: Mr. Deely?

Mr. Deely: What was that based on?

Ms. Hotaling: It was just a Google search.

Mr. Deely: So it was anecdotal?

Ms. Hotaling: I think it was from wage/compensation experts, etc. It was from multiple sources.

Moderator: Mr. Langlois?

Mr. Langlois: The question is kind of like saying let's compare a tomato to an apple. So we looked at what the other teachers in the area are being compensated and compared to that. That's where the contract was crafted. So, we are trying to bring them in line with a lot of the other districts in the area, so they are not far behind. So, to say anecdotally, yes a 3% cost of living increase, well are you talking about lawyers and attorneys? Are you talking about manufacturing jobs? There's too much variation for that statement to be made. You have to look at the baseline of educators in the area, and base it off of that.

Ms. Hotaling: And I agree with that. That's why I say I do think our scale was getting behind. I think it certainly is appropriate to increase that piece. What I object to is that we kept our steps at some of the highest in the state. We are in the 86th percentile as far as the size of our steps. Again, with a contract that didn't have a scale, that was okay because we gave an appropriate raise. However, now that we're increasing the scale, I don't think we should maintain the steps at \$2,325. It results in an overall rate that's too high. Thank you.

Moderator: Thank you. Is there anybody else? Yes, Mr. Verville?

Mr. Verville: Just 2 quick points if I might, Mr. Moderator. Clearly, the news is showing that there is wage inflation in New England. We have a low unemployment rate. Wages are rising nationally, but particularly in New England. I don't think that anyone can argue that. Just for a point of fact, so people understand, the school district is a unique legal entity. It is separate from the Town of Deerfield, which is itself its own legal entity. The school district may choose to work cooperatively with the town and vice-versa, but they are two separate entities. So to say well the town did this, why don't you do it? That's a little bit of the apples and oranges, because they are two distinct entities. The school is not subordinate to the town in Deerfield, just so people understand that.

Moderator: Thank you. Ms. Thompson?

Leila Thompson: Forgive me if this came up before. So often the deliberative session, it does focus solely on the dollars and cents impact. However, when reading the contract, it is not simply about health insurance or pay scale, which those are primary factors. The contract also has other things like conflict negotiation. I am throwing it out there. Because, as a parent who's definitely not been thrilled with the conflict resolution on the part for parents. To see it be part of the contract for teachers. So I'm just asking if and I know you can't give me a total answer, that even if when the town of Deerfield votes, if they focus on the dollar and cents when they vote, and if they see that it has an increase, and vote against it, does the School Board intend on taking into consideration other aspects of the contract that are non-monetary that they can implement anyway? So let's not leave out that this contract is more than about money.

Moderator: Thank you. Yes?

Mr. Purinton: Kyle Purinton, 235 Middle Road. I have a clarifying question and some comments. So I'm hearing that the data is showing that we are not competitive with our teacher compensation, compared with other towns. I see a reduction in teacher salaries on page four. So this is just my lack of familiarity with the topic, but so there's a 1.3% reduction, I'm hearing a lot of discussion about increasing teacher salary. So where am I missing...?

Moderator: Mr. Deely?

Mr. Deely: There's actually a reduction in staff. It's not a reduction in salary.

Moderator: The budget in Article #1 does not reflect the financial impact of Article #2, correct? Mr. Oxnard?

Mr. Oxnard: This is not in the budget. It does not incorporate the raises that are in the in the contract yet, because it has not been passed yet.

Mr. Purinton: Thank you. So, what would that 1.3% turn into?

Mr. Deely: So the increase would be the number that's at the bottom of Article #2.

Mr. Purinton: Thank you. That is clear to me. So, now I have some comments. I've heard some comments that teacher turnover is not a problem. That's something...we shouldn't wait to address a problem retroactively. So, if we don't have teachers leaving and we're non-competitive with our compensation packages, we should deal with that proactively. If you just start when they are leaving, then we have a real problem to try to deal with. So that's comment number one. On to comment number two. There's no more important thing to invest in than people. So, if we are undercompensating our teachers, that's that's a huge problem in my opinion. We need good people in the school. I don't have a lot of experience with the school. I've been recently introduced and I've been impressed with the level of service by the teachers and the staff. From my experience, they go above and beyond what I would consider to be the normal role of a teacher or administrator. So that's my opinion. I've personally been very satisfied with the staff of the school and what they've been able to do. Thank you.

Moderator: Thank you. Do we have any other questions, comments, or discussion on Article #2? Hearing none, the clerk will place Article #2 on the ballot as written. Thank you.

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)

Moderator: The article is now open for discussion. Mr. Deely?

Mr. Deely: The purpose of this one is, in case Article # 2 does not pass, it will allow the School District to renegotiate and to present an alternative to the public, if we should choose to do so.

Moderator: Thank you. I should note that Article #3 is not amendable. Are there any questions, comments, or discussion on Article #3? Mr. Verville?

Mr. Verville: Thank you Mr. Moderator. So if that were to be triggered, then it would return back to a ballot vote would it not? So, it would sort of go through the same process in a compressed timeline and still be a secret ballot vote like in March? Is that correct?

Mr. Deely: We would still be held to SB2 standards. Is that correct Dean (Dean Eggert- SAU Legal Counsel)?

Mr. Eggert: Yes.

Mr. Verville: So it would be a ballot by the town.

Moderator: I have a question, because I don't fully understand myself. Would that be a separate voting day like we have our first session a second session, or would it be one meeting that would handle the entire process?

Mr. Eggert: I'd have to look at that statute Kevin (Mr. Verville) to make sure I gave you an accurate answer. But when it uses the phrase "one special meeting", typically the special meeting may deviate from that classic SB2 format. So, it could end up being more like the annual meeting format. I'd have to check on that. Off the top of my head, I'm not sure I know the answer to that question.

Mr. Verville: Mr. Moderator, I would like to request that the School District get the answer to that question, sooner rather than later, and disseminate it publicly so people can make an informed decision on how to vote on Article #3 please. Thank you.

Moderator: Thank you. Mr. Eggert?

Mr. Eggert: That's just a matter of my taking a look at the statute. It's probably a 10-15 minute task. So if it's the Board's pleasure that that takes place, I'd be glad to do that.

Moderator: Thank you. Are there any other questions or comments on Article #3? Hearing none, the clerk will place Article #3 on the ballot as written.

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.**

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

Moderator: The article is now open for discussion and amendment. I would like to now recognize Mr. Ken Heckman, to speak to the article.

Ken Heckman (School Board member): Thank you. This Facilities Repair Fund is the fund that we use for facility improvement. The current balance we have on that is \$336,000. That does not include around \$50,000 in expenditures that were approved in the January 16th School Board Meeting, because we are waiting on the invoices. So, total available funds would be approximately \$286,000. The work that we are doing with these funds are part of the facilities improvement plan that we are currently we have. We have that list of projects from the engineering study. It's a list of existing projects for improvements and upgrades to the facilities that we're using those funds for.

Moderator: Thank you. Mr. Deely, I have a question for the benefit of the assembly. Looking at Article #4 and Article #5, we have two somewhat similar funds. Can you explain the differences between those funds please?

Mr. Deely: So, the Facilities Repair Fund deals with existing structure and repairing the existing structure. As Ken was speaking to, we had a thorough engineering study done a few years ago which gave us what we call the Facilities Improvement Plan which is a categorized list of what needs to be done and in what order. Speaking to the second, the Equipment and Installation Expendable Trust Fund, would allow us to improve equipment, or add equipment as needed, not covered by what is currently in place. Leslie, I'm sorry, I'm totally stealing your thunder. Leslie is going to speak to that.

Moderator: Leslie could you speak to the definition of the fund to be established in Article #5?

Leslie Witham (School Board member): Sure. This fund would go above and beyond the facilities itself. It's equipment located within the school itself. So for example, our kiln. That needs to be replaced and would be made into a line item in the budget. This (Article #5) would allow us to vote on it and replace it ourselves, instead of waiting to go through the entire budget process and waiting that much longer, for items that could potentially become a safety hazard, to be replaced on a more immediate basis.

Moderator: Thank you. Thank you both. Ms. Cady?

Ms. Cady: I ask the question because in another town they had to go back to a meeting to allow the people to vote to expend the funds. They said the article needed to contain the statement of who could take the funds. So are these articles ones that are going to require coming back to this meeting for a vote to spend? Or do we need the sentence in there to allow the School Board to expend?

Moderator: Mr. Deely?

Mr. Deely: The Facilities Repair Fund has already been set up. I believe when it was created that language was included. For Article #5, it does say “the School Board”.

Ms. Cady: I think it needs to every year though contain it Jim, from what they were saying. I'm just talking with some people at the Department of Revenue and they said you have to give a way that it can be expended.

Mr. Deely: I would defer to legal counsel on this one.

Moderator: Mr. Eggert?

Mr. Eggert: The statute indicates that there are two possibilities, with regard to reserve funds. You can have expenditures discerned by the legislative body or you can appoint. The statute also indicates that once that occurs, that exists for the life of the fund. So as long as the capital reserve fund was created, under those circumstances, you don't need an annual redesignation. That's the short answer .

Moderator: Thank you. Is there any further discussion on this article? Yes, Ms. Bond?

Ms. Bond: Ann Bond, Pembroke. Non resident. Can't vote. I would just like to make information about on the article which says “No amount to be raised from taxation.” Pembroke has been unsuccessful to get that information off of the warrant articles. We were able to successfully this year. Because it was giving residents information that this was just free money from the sky. This is money that was raised by taxes in the previous budget year. Then these are funded. So, the amount is raised by taxes because the residents do have to pay the tax to put it into your budget.

Moderator: Mr. Deely?

Mr. Deely: I was just going to say that it is tax money. It really is referencing the current year's tax. So, it is not being raised from the current year's taxes. It is being drawn off of existing surplus at the end of the fiscal year.

Ms. Bond: Right. I'm just saying that's the reason why Pembroke has removed. That information is not in the article and the residents were confused.

Moderator: Thank you. Any further questions or discussion on this article? Mr. Verville?

Mr. Verville: I move that we change the last sentence in Article #4 to read “Amount already raised from taxation.”

Moderator: There's a motion on the floor. Do we have a second?

Ms. Thompson: Second.

Moderator: It's seconded. So, would you like to speak to the amendment?

Mr. Verville: We've argued over, for a long time in this town and so many others, that “No amount to be raised from taxation.”, is a bit misleading. In fact, the money's already been raised by taxation. So, it will allow the voter to know this has already been accrued. So, the amount already raised from taxation, the money is sitting in a fund balance and won't impact going forward. It's simply a retroactive type of action. Thank you.

Moderator: Thank you. Are there any further comments on the amendment? I have a question to our legal counsel because this has been a constant source of debate over the last few years. What have you seen other towns do in handling this type of statement? What is clarifying, versus what we have right now?

Mr. Eggert: So, in my opinion, an amendment of that nature is in order. The form of the article is derived from recommended forms from the Department of Revenue Administration. This particular format though is not an explicitly statutorily mandated format. So, it's the pleasure of the legislative body, as to whether or not they wish to accept the amendment.

Moderator: So, such language would not run afoul under final review?

Mr. Eggert: I don't believe it's a statutorily mandated format for this article. So as a result, the legislative body has some liberty in how they word it.

Moderator: In fact, is it possible that this language could just be struck, as an option, without impacting the viability of the underlying article?

Mr. Eggert: So, in speaking with the Department of Revenue Administration about circumstances similar to this type of amendment, they've indicated on a number of occasions, they'll look and if they can discern the intent of

the legislative body, they will try to uphold the intent of the article. It is correct that when you have this type of funding of articles into reserve, based on fund balances available, the way the Department of Revenue Administration administers them is that they do it sequentially. So, if for example you have sufficient funds to fund Article #4 and then when you get to Article #5 you don't have a fund balance remaining, they would then disallow Article #5. That's the way mechanically that it would work.

Moderator: I do appreciate the amendment. I think it is, in my opinion only, clarifying for the town and addresses this long standing current debate of the current last sentence. It is actually instructive in terms of there not being the calculation of additional dollars raised from taxation in the current year. So, in my opinion I think it does bear leaving it in a certain fashion. Mr. Langlois?

Mr. Langlois: My concern with making those amendments to the articles, and the MBC has already had this discussion, is the Town's articles are formatted in a similar fashion. I would like to see consistency on voting days, with a consistent format across-the-board. I think a more appropriate time to make those changes with both ballots is when the MBC's working on the budget.

Mr. Verville: When you look at the language in previous articles relative to the tax rate impact, we find inconsistencies between the school district warrant and the town warrant already. We also know that these are two separate legal entities, and the warrant of one does not affect the warrant of the other. Otherwise we wouldn't have this deliberative session today. We would have had these discussions last week. So, we should not allow the town deliberative session to steer this deliberative session. I apologize for not thinking of this at the town deliberative session but I can make an assurance that I'll bring it up next year, should the language appear to be similar. I would encourage the body to vote in favor of the amendment. Thank you.

Moderator: Thank you. Any other questions, comments? Ms. Hutchinson?

Ms. Hutchinson: Rebecca Hutchinson, 30 Lang Road. I would urge defeat of the amendment also, for the same reason that Mr. Langlois mentioned. Not because I think it's not a bad idea. It seems to me that it would be helpful to the body to have it be the same on both the town and the school. To bring it up at this late date does not seem to be helpful. Let's look at it at the right time next year. So, I urge defeat of the amendment.

Moderator: Is there any other discussion on the amendment, to change the language from "No amount to be raised from taxation" to "Amount already raised from taxation"? Hearing none, we will vote on the amendment as I have just stated. With your voting cards, if you are in favor of this motion to amend the language from "No amount to be raised from taxation" to "Amount already raised from taxation", please raise your voting cards and hold them up. Thank you. If you are opposed to this amendment, please raise your voting cards and hold them up. Thank you. As judged by the Moderator, the motion to amend the article is defeated and we are back on the main language in the article. Are there any other questions, comments, or discussion about Article #4. Hearing none, the clerk will place Article #4 on the ballot as written. Thank you. Yes, Mr. Eggert?

Mr. Eggert: I do have an answer to that previous question.

Moderator: So, we are going to allow Mr. Eggert, the legal counsel, to address Mr. Verville's question on Article #3.

Mr. Eggert: So, thank for your patience. There is a section under the official ballot law section that talks about special meetings. For armchair quarterbacks on the law, the citation is RSA 40: 13, XVI, and it says 'the warrant for any special meeting shall prescribe the date, place, and hour for both a first and second session'. So I've been hopeful that when they say "one special meeting", that it would be a single session. But no. If there is a special meeting called, it is a two-fer. You would have a deliberative under SB2 and then you would have a ballot vote.

Moderator: Thank you Mr. Eggert. That's very helpful. Mr. Verville?

Mr. Verville: So the question is, would the first and second sessions be held on the same day?

Mr. Eggert: The statute says the first and second sessions shall conform to the provisions of this subdivision, pertaining to the first and second sessions of annual meetings. So, at first blush, it looks like if we're calling the

special meeting, it is a two-part process. It's got some date limits on it. It says the second session shall be warned for a date not fewer than 28 days, nor more than 60 days following the first session. So, that suggests to me that there's a window that's statutorily required between a deliberative of a special meeting (in SB2 towns or districts) and the ballot voting.

Mr. Verville: Thank you Mr. Eggert. I appreciate it.

Moderator: Thank you. We were between Article #4 and Article #5. We are back on Article #5. I will read it now.

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.**

School Board Recommends Approval 5-0-0]

Budget Committee Recommends Approval [9-0-0]

Moderator: The article is now open for discussion and amendment. I would like to recognize Ms. Witham to talk about the article.

Ms. Witham: As mentioned, this is a brand new fund that we are looking to establish. There are zero dollars in that fund obviously. It would be used to be sort of above and beyond the repair fund, because the repair fund has the word *repair* in there. So, to use the example of the kiln again, it has been repaired over the years. Now it is time to replace it and there's also installation labor associated with that. This fund would allow for such a replacement and purchase of new equipment, and installing that equipment. So that's why it's more than just repair. It would just be for net new replacement.

Moderator: Is there any discussion on the article? Mrs. Thompson?

Ms. Thompson: To clear up any confusion in my head, because we're now sort of establishing little buckets where you're putting money to use for specific purposes, and we're talking about something that yes, we don't want to burn the school down. So, is it that you cannot take money from another line and actually repair the kiln?

Moderator: Mr. Deely?

Mr. Deely: No. We could still take money from another line. What it is doing is creating a reserve fund to deal with large ticket replacement items that have an immediate need. The kiln is the obvious example here. We could take money from other lines and do it. But we would be going off of that line and it wouldn't be in the budget. Then how much is the usual kiln? It is somewhere close to \$10,000 total replacement cost. So, usually when we think of the big ticket items, it's over \$5,000.

Moderator: I have a clarifying question as well for the benefit of the audience. In addition to the kiln, what other types of equipment exist in the school that might logically fall into this funding?

Mr. Deely: It would be... like the replacement of a furnace, or if there needed to be a water treatment system installed, or things that we don't currently have, that can't be repaired. But they are larger ticket items.

Moderator: Thank you. Are there any other questions or discussion on Article #5? Hearing none, the clerk will place Article #5 on the ballot as written. There being no further business for this first session of this 2019 School District Deliberative Session, I will happily entertain a motion to adjourn this meeting.

Mr. Langlois: So moved.

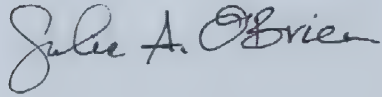
Moderator: Do I hear a second?

Mr. Deely: Second.

Moderator: All right. All in favor? Opposed? Thank you. This meeting is adjourned. Thank you all.

Meeting adjourned at 10:43 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Julie A. O'Brien". The signature is written in a cursive style with a large, looped initial "J".

Julie A. O'Brien
Deerfield School District Clerk

**DEERFIELD SCHOOL DISTRICT
2020/21 BUDGET**

Purpose of Appropriation	Expenditures 2018/19	Approved Budget 2019/20	Budget Committee	
			Recommended 2020/21	Not Recommended 2020/21
INSTRUCTION				
Regular Programs	\$ 5,103,231	\$ 5,368,284	\$ 5,672,942	\$ -
Special Programs	2,409,062	2,993,834	3,033,244	-
Other Programs	52,782	62,379	66,399	-
SUPPORT SERVICES				
Student Support Services	262,676	272,503	285,257	-
Instructional Staff Services	150,012	155,616	170,756	-
General Administration				
Other School Board	59,680	33,279	43,928	-
Executive Administration				
SAU Management Services				-
All Other Administration	340,887	361,158	366,034	-
School Administrative Services	372,451	407,534	436,137	-
Business Services				
Operation/Maint. of Plant	584,529	471,819	498,903	-
Student Transportation	773,766	793,531	888,482	-
Other Support Services	2,333,305	2,572,610	2,755,262	-
Non-Instructional Services				
Food Service	166,029	175,826	172,014	-
Federal Program Grants	-	-	-	-
Impact Fees	-	-	-	-
Facilities Acquisitions & Const.				
Site Acquisition	-	-	-	-
Site Improvement	-	3	3	-
Architectural/Engineering	-	-	-	-
Building Acquisition/Construction	69,000	1	1	-
OTHER OUTLAYS				
Debt Service - Principal	-	-	-	-
Debt Service - Interest	-	-	-	-
To Food Service Fund	11,009	32,363	5,000	-
Intergovernmental Agency Allocation	537	4,559	1	-
TO CHARTER SCHOOLS				
	-	-	-	-
SPECIAL WARRANT ARTICLES				
To Expendable Trust Fund	150,000	100,000	-	-
To Expendable Trusts/Fiduciary Funds	-	-	-	-
To Expendable Trusts/Fiduciary Funds	-	-	-	-
From Expendable Trust	-	-	-	-
To Capital Reserve Trust Fund	-	-	250,000	-
INDIVIDUAL WARRANT ARTICLES				
	-	-	-	-
Ed. Asso. Collective Bargaining	-	-	-	-
Para Asso. Collective Bargaining	-	-	37,821	-
TOTAL BUDGET APPROPRIATIONS	\$ 12,688,956	\$ 13,705,299	\$ 14,394,363	\$ -
TOTAL INDIVIDUAL WARRANTS	\$ 150,000	\$ 100,000	\$ 287,821	\$ -
<i>(FY2021 to be voted on in March)</i>				
TOTAL APPROPRIATIONS	\$ 12,838,956	\$ 13,805,299	\$ 14,682,184	\$ -



Default Budget of the School District

Deerfield Local School

For the period beginning July 1, 2020 and ending June 30, 2021

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: January 24, 2020

SCHOOL BOARD OR BUDGET COMMITTEE 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 S. Laylor	School Board	
KENNETH C. HECKMAN	School Board	
Nathan W. Oxnard	School Board	
GEORGINNE KLIPA	School Board	
James Deely	School Board	

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/>



Appropriations

Account Instruction	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
1100-1199	Regular Programs	\$5,368,284	\$213,844	(\$24,764)	\$5,557,364
1200-1299	Special Programs	\$2,993,834	\$39,410	\$0	\$3,033,244
1300-1399	Vocational Programs	\$0	\$0	\$0	\$0
1400-1499	Other Programs	\$62,379	\$0	(\$700)	\$61,679
1500-1599	Non-Public Programs	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs	\$0	\$0	\$0	\$0
Instruction Subtotal		\$8,424,497	\$253,254	(\$25,464)	\$8,652,287
Support Services					
2000-2199	Student Support Services	\$272,503	\$11,368	\$0	\$283,871
2200-2299	Instructional Staff Services	\$155,616	\$15,040	\$0	\$170,656
Support Services Subtotal		\$428,119	\$26,408	\$0	\$454,527
General Administration					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency	\$0	\$0	\$0	\$0
2310-2319	Other School Board	\$33,279	\$149	\$0	\$33,428
General Administration Subtotal		\$33,279	\$149	\$0	\$33,428
Executive Administration					
2320 (310)	SAU Management Services	\$361,158	\$4,876	\$0	\$366,034
2320-2399	All Other Administration	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	\$407,534	\$10,288	\$0	\$417,822
2500-2599	Business	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	\$471,819	\$19,420	(\$2,934)	\$488,305
2700-2799	Student Transportation	\$793,531	\$83,701	\$0	\$877,232
2800-2999	Support Service, Central and Other	\$2,572,610	\$123,241	\$0	\$2,695,851
Executive Administration Subtotal		\$4,606,652	\$241,526	(\$2,934)	\$4,845,244
Non-Instructional Services					
3100	Food Service Operations	\$175,826	(\$3,812)	\$0	\$172,014
3200	Enterprise Operations	\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal		\$175,826	(\$3,812)	\$0	\$172,014



Appropriations

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
Facilities Acquisition and Construction					
4100	Site Acquisition	\$1	\$0	\$0	\$1
4200	Site Improvement	\$1	\$0	\$0	\$1
4300	Architectural/Engineering	\$1	\$0	\$0	\$1
4400	Educational Specification Development	\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction	\$1	\$0	\$0	\$1
4600	Building Improvement Services	\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction	\$0	\$0	\$0	\$0
	Facilities Acquisition and Construction Subtotal	\$4	\$0	\$0	\$4
Other Outlays					
5110	Debt Service - Principal	\$0	\$0	\$0	\$0
5120	Debt Service - Interest	\$0	\$0	\$0	\$0
	Other Outlays Subtotal	\$0	\$0	\$0	\$0
Fund Transfers					
5220-5221	To Food Service	\$32,363	(\$21,949)	(\$5,414)	\$5,000
5222-5229	To Other Special Revenue	\$0	\$0	\$0	\$0
5230-5239	To Capital Projects	\$0	\$0	\$0	\$0
5251	To Capital Reserve Fund	\$0	\$0	\$0	\$0
5252	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
5254	To Agency Funds	\$0	\$0	\$0	\$0
5300-5399	Intergovernmental Agency Allocation	\$4,559	(\$4,558)	\$0	\$1
9990	Supplemental Appropriation	\$0	\$0	\$0	\$0
9992	Deficit Appropriation	\$0	\$0	\$0	\$0
	Fund Transfers Subtotal	\$36,922	(\$26,507)	(\$5,414)	\$5,001
Total Operating Budget Appropriations		\$13,705,299	\$491,018	(\$33,812)	\$14,162,505



Reasons for Reductions/Increases & One-Time Appropriations

Account	Explanation
3100	Personnel change and supplies
2200-2299	CBA increases, student specific services increased
5300-5399	No students estimated
1400-1499	Supplies one time expenditures
2310-2319	Multi-year contract expense
2600-2699	Contract changes and personnel changes, change in utilities due to usage, reduction in supplies/equipment one time expenses
1100-1199	Increase in CBA, Personnel Changes, Tuition increase, Increase in Title Tutors, reduction in supplies/equipment for one time expenses
2320 (310)	Contractual expense
2400-2499	Contractual salary changes, CBA increases
1200-1299	Additional Case Manager, CBA increase, additional para, increase in services, supplies and equipment due to student (s) specific needs
2000-2199	CBA increases and personnel changes
2700-2799	Multi-year contract increase, student specific services increased
2800-2999	Increase in health and dental insurance, reduction in life and LTD, increase in separation Ben. due to retirements, non-contractual increases are not included
5220-5221	Change in personnel, benefits and one time expenses

THE STATE OF NEW HAMPSHIRE

TO THE INHABITANTS OF THE SCHOOL DISTRICT IN THE TOWN OF DEERFIELD, QUALIFIED TO VOTE IN DISTRICT AFFAIRS:

You are hereby notified to meet at the Deerfield Community School in said District on the 8th day of February, 2020 at 9:00 o'clock in the forenoon to deliberate upon the warrant articles below. This session shall consist of explanation, discussion, and debate of each warrant article. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended; and, (c) no warrant article shall be amended to eliminate the subject matter of the article. An amendment that changes the dollar amount of an appropriation in a warrant article shall not be deemed to violate this provision.

Voting on warrant articles will be conducted by official ballot at the second session scheduled for March 10, 2020 at the Deerfield Town Hall from 7:00 A.M. to 7:00 P.M.

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 **\$14,394,363**? Should this article be defeated, the default budget shall be **\$14,162,505** 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 \$20.12[per thousand], which will result in a \$2.20 increase over the previous year school tax rate.

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

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 Para Educators Association** for the 2020/21, 2021/22, 2022/23 and 2023/24 fiscal years, which calls for the following estimated increases in salaries and benefits at the current staffing level:

2020/21	\$37,821
2021/22	\$37,503
2022/23	\$34,497
2023/24	\$11,587

and further to raise and appropriate the sum of \$37,821 for the 2020/21 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?

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

[Estimated tax impact of this article is \$0.06 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)

4. Shall the School District vote to establish a **Deerfield Community School Addition Capital Reserve Fund** under the provisions of RSA 35:1 for the purpose of studying, designing, planning, and partially funding the construction, and furnishing of an addition to the Deerfield Community School, and to raise and appropriate the sum of **\$250,000** to be placed in this Fund, this sum to come from the June 30, 2020 unreserved fund balance available for transfer on July 1, 2020? Further to name the School Board as agents to expend from said fund. Majority vote required. **No amount to be raised from additional taxation.**

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

5. Deerfield's contract with Concord High School is ending in 2024. As we plan for providing high-school education to our students in the future we would like to know the voters' opinions regarding high-school options. The Board intends to maintain a school of record, also known as a designated high school, going forward. Does the Deerfield School District support providing high-school options to Deerfield students in addition to the school of record, if there is no additional cost to the taxpayers? This article is a non-binding referendum, solely for the purpose of providing information to the School Board.

6. Deerfield's contract with Concord High School is ending in 2024. As we plan for providing high-school education to our students in the future we would like to know the voters' opinions regarding high-school options. The Board intends to maintain a school of record, also known as a designated high school, going forward. Does the Deerfield School District support providing high-school options to Deerfield students in addition to the school of record to students if there would be an additional cost of up to \$4,000.00 per student per year? This article is a non-binding referendum, solely for the purpose of providing information to the School Board.

Given under our hands at said Deerfield this ____ day of January, 2020.

James Deely, Chair
Zachary Langlois
Nathan Oxnard
Ken Heckman
Georgianne Klipa
DEERFIELD SCHOOL DISTRICT

A True Copy of Warrant - Attest

James Deely, Chair
Zachary Langlois
Nathan Oxnard
Ken Heckman
Georgianne Klipa
DEERFIELD SCHOOL DISTRICT



2019

FINANCIAL REPORTS



121 River Front Drive
Manchester, NH 03102
(603)669-6130
melansonheath.com

Additional Offices:
Nashua, NH
Andover, MA
Greenfield, MA
Ellsworth, ME

January 17, 2020

To the School Board
Deerfield School District

Melanson Heath is in the process of performing Deerfield School District's financial statement audit for the year ended June 30, 2019. The final fiscal year 2019 audited financial statements will be available for inclusion in the subsequent year annual report. The fiscal year 2018 audited financial statements are also in the process of being finalized.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sheryl L. Stephens Burke', written over a horizontal line.

Sheryl L. Stephens Burke, CPA, MST
Principal

Deerfield STATEMENT OF EXPENDITURES

For the Year Ending June, 2019

INSTRUCTION

Regular Education Programs	6,327,193.44	
Special Education Programs	2,822,277.76	
Vocational Programs	-	
Other Instructional Programs	<u>67,828.75</u>	
		\$ 9,217,300

SUPPORT SERVICES

Student Services	570,134.81	
Instructional Staff	198,633.19	
General Administration	402,099.36	
School Administration	525,720.82	
Operation/Maintenance of Plant	660,144.24	
Student Transportation	773,766.15	
Central	<u>-</u>	
		3,130,498.57

DISTRICT WIDE EXPENDITURES

Facilities Acquisition & Construction	<u>69,000.00</u>	
		69,000.00

OTHER FINANCING USES

Debt Service - Principal	-	
Debt Service - Interest	<u>-</u>	
		-

FUND TRANSFERS

Trust/Agency Funds	<u>210,326.98</u>	
		210,326.98

INTERGOVERNMENTAL AGENCY ALLOCATIONS

To Charter Schools	537.05	
		537.05

SPECIAL REVENUE EXPENDITURES-INSTRUCTION

Regular Education Programs	35,204.57	
Special Programs	<u>-</u>	
		35,204.57

SPECIAL REVENUE EXPENDITURES-SUPPORT SERVICES

Student Services	51,506.67	
Instructional Staff	4,550.00	
General Administration	4,076.57	
Operation/Maintenance of Plant	-	
Student Transportation	<u>-</u>	
		60,133.24

FOOD SERVICE FUND

Food Service Operation	<u>166,029.33</u>	
		166,029.33

CAPITOL PROJECTS

Building Improvement	<u>-</u>	
		-

TOTAL EXPENDITURES

\$ 12,889,029.69

STATEMENT OF REVENUES

For the Year June 30, 2019

REVENUES FROM LOCAL SOURCES

Current Appropriation 9,361,708.00

TUITION

TUITION FROM INDIVIDUALS

Regular Day School 21,390.00

Summer School -

Adult Education -

TUITION FROM OTHER LEAS WITHIN NH

Regular Day School -

Special Education -

TRANSPORTATION FEES

TRANSPORTATION FEES FROM INDIVIDUALS

Special Education -

OTHER LOCAL REVENUES

Earnings on Investments (Loss) 23,081.27

Food Service 103,353.50

Rentals -

Other Local Revenue 43,037.14

TOTAL LOCAL REVENUES

\$ 9,552,569.91

REVENUE FROM STATE SOURCES

Equitable Education Aid 1,857,224.15

Statewide Enhanced Education Tax 1,135,068.00

Other 58,401.42

School Building Aid -

Catastrophic Aid 113,169.21

Vocational Education (Transportation) -

Child Nutrition 149.55

TOTAL STATE REVENUE

3,164,012.33

REVENUE FROM FEDERAL SOURCES

Elementary/Secondary - Title I 37,537.78

Elementary/Secondary - Other 59,657.23

Adult Education -

Child Nutrition Program 51,516.93

Disabilities Programs 136,858.02

Medicaid Distributions 142,703.04

TOTAL FEDERAL REVENUE

428,273.00

OTHER FINANCING SOURCES

Transfer from General Fund 11,009.35

Transfer from Capital Reserve Fund -

Transfer from Other Expendable Trust Funds 199,317.63

210,326.98

TOTAL OTHER FINANCING SOURCES

TOTAL REVENUES

\$ 13,355,182.22

DEERFIELD SCHOOL DISTRICT
2019
SUMMARY REPORT
SPECIAL EDUCATION EXPENDITURES/REVENUES

In accordance with RSA 32:11-a, the following summary represents actual special education expenditures and offsetting revenues for the previous two fiscal years.

	<u>FY 2017/18</u>	<u>FY 2018/19</u>
Actual Expenditures	\$3,517,581	\$2,678,864
Actual Revenues		
◆ Catastrophic Aid	\$ 80,479	\$ 113,169
◆ Medicaid	178,651	\$ 142,703
◆ Federal Grant (Includes,IDEA Grant)	228,828	\$ 231,440
◆ Tuition	-0-	-0-
Total Offsetting Revenues	\$487,958	\$ 487,312

- Notes:
- Actual expenditures represent a total of all designated special education budget categories. Services provided through regular education categories cannot be accurately segregated.
 - State Foundation Aid paid in both fiscal years above contained various weighted stipends for those students identified as having special needs. These cannot be accurately identified as a separate revenue category.

REPORT OF SCHOOL DISTRICT TREASURER
For the Fiscal Year July 1, 2018 to June 30, 2019

CASH ON HAND JULY 1, 2018	\$773,234.84
Received from Selectmen	\$10,496,776.00
Revenue from State Sources	\$2,465,012.37
Received from all Other Sources	<u>\$164,898.22</u>
TOTAL RECEIPTS	<u>\$13,126,686.59</u>
Total Amount Available for Fiscal Year	\$13,889,921.43
Less School Board Orders Paid	<u>(12,467,670.98)</u>
BALANCE ON HAND JUNE 30, 2019	\$1,432,250.45

Judith Lynn Marshall
School District Treasurer

SUPERINTENDENTS' SALARY
Patricia Sherman/Peter Warburton
2018/19

Allenstown	\$32,334
Chichester	31,576
Deerfield	61,637
Epsom	50,522
Pembroke	<u>76,541</u>
	\$252,610

BUSINESS ADMINISTRATOR'S
SALARY 2018/19

Allenstown	\$12,676
Chichester	12,379
Deerfield	24,164
Epsom	19,806
Pembroke	<u>30,007</u>
	\$99,032

DEERFIELD COMMUNITY SCHOOL

CERTIFIED ROSTER

<u>SUBJECT</u>	<u>TEACHER'S NAME</u>	<u>2019-20</u>
Art Teacher	Chase, Sarah	\$67,417.00
Art Teacher	Dickey, Jessica	\$67,417.00
Assistant Principal	Grieve, Brian	\$78,412.50
Kindergarten Teacher	McManus, Olivia	\$49,534.00
Kindergarten Teacher	Maynard, Linda	\$67,417.00
Kindergarten Teacher	Plater, Sarah	\$67,417.00
Kindergarten Teacher	Taber, Courtney	\$47,209.00
Grade 1 Teacher	Hanson, Cindy	\$61,636.00
Grade 1 Teacher	Wilson, Samantha	\$47,209.00
Grade 1 Teacher	MacLaughlin, Amy	\$51,859.00
Grade 2 Teacher	Przybylski, Amanda	\$61,159.00
Grade 2 Teacher	Samia, Rachel	\$40,234.00
Grade 2 Teacher	Smith, Olivia	\$47,209.00
Grade 3 Teacher	Audley Jaimy	\$49,534.00
Grade 3 Teacher	Ferdinand, Matthew	\$44,884.00
Grade 3 Teacher	Nelson, Sherri	\$67,417.00
Grade 4 Teacher	Cook, Barbara	\$64,484.00
Grade 4 Teacher	Dalrymple, Martha	\$42,599.00
Grade 4 Teacher	Laskowsky, Suzanne	\$64,623.00
Grade 4 Teacher	Ferguson, Matthew	\$68,585.00
Grade 5 Teacher	Tatulis, Edith	\$69,840.00
Grade 5 Teacher	Maxfield, Lynsey	\$67,417.00
Grade 5 Teacher	Potter, Sarah	\$67,417.00
Guidance Counselor	Yuknewicz-Boisvert, Greg	\$67,417.00
Guidance Counselor	Swanson, Heather	\$67,417.00
Library Media Specialist	Mostue, Bethany	\$65,809.00
Math Interventionist	Martin, Erica	\$56,503.00
Math Specialist	Cook, Heidi	\$67,417.00
Middle School Literacy Teacher	Clark, Anna	\$63,309.00
Middle School Literacy Teacher	Goodrich-Bundy, Breanna	\$44,912.35
Middle School Math Teacher	Dudley, Robert	\$63,309.00
Middle School Math Teacher	St. Germain, Nick	\$67,417.00
Middle School Science Teacher	Hughes, Kelly	\$51,859.00
Middle School Science Teacher	Peasley, Kira	\$69,840.00
Middle School Soc. Studies Teacher	Fladd, John	\$67,417.00
Middle School Soc. Studies Teacher	Flanagan, Stefanie	\$59,774.00
Music Teacher (.50%)	Davis, Melissa	\$29,122.50
Music Teacher	Truong, Michael	\$38,003.00
Nurse	Heisey, Bonnie	\$49,495.00
Occu. Therapist	Ouellette, Anna	\$53,933.60
Occu. Therapist (P.T.)	Flinton, Margaret	\$47,819.20
Physical Education	Ruest, Mark	\$59,774.00
Physical Education	Lance, Jasmine	\$61,159.00
Preschool Teacher	Fortier, Elizabeth	\$30,579.50
Preschool Teacher 50%	Stanley, Sheri	\$30,818.00

Principal	Withee, Kristen	\$91,000.00
Reading Teacher	McGovern, Elizabeth	\$69,840.00
Reading Specialist (1-4)	Davis, Kristin	\$70,515.00
Reading Interventionist	Bourgeois, Juliane	\$58,873.00
Sp./Lang. Pathologist	Fitton, Robin	\$70,515.00
Sp./Lang. Pathologist	Pawlik, Stephenie	\$44,884.00
Special Ed Coordinator	McConnell, Lisa	\$76,875.00
Special Ed. Teacher 50%	Fortier, Elizabeth	\$30,579.50
Special Ed. Teacher	Hinman, Lindsey	\$44,884.00
Special Ed. Teacher	Hardekopf, Gabrielle	\$45,403.00
Special Ed. Teacher	Leuchter, Valerie	\$69,840.00
Special Ed. Teacher	Rosenson Heiman, Sarah	\$40,234.00
Special Ed. Teacher	Smith, Jerrica	\$67,417.00
Special Ed. Teacher 50%	Stanley, Sheri	\$30,818.00
Special Ed. Teacher	Dwyer, Elizabeth	\$41,551.00
Technology Coord.	Petrucelli, Brooke	\$66,948.00
Wellness Teacher 50%	Young, Russell	\$33,708.50
World Lang. Teacher	Gordon, Rosalyn	\$69,840.00

NON-CERTIFIED ROSTER

<u>SUBJECT</u>	<u>NAME</u>	<u>2019/20</u>
Maintenance Supervisor	Greenwood, Micol	\$57,783.00
Custodian	Dery, William	\$25,822.72
Custodian (PT)	Estee, Lori	\$14,001.28
Custodian	Hendrick, Jon	\$24,104.00
Custodian	Paille, Pierre	\$19,964.40
Custodian	Surrells, Karen	\$29,344.00
Hot Lunch Director	St. Onge, Maredith	\$35,000.00
Hot Lunch Worker	Caron, Pauline	\$13,258.97
Hot Lunch Worker	Nash, Regina	\$9,511.55
Hot Lunch Worker	Gayhardt, Justine	\$9,365.40
Library Aide	Moore, Patricia	\$20,367.00
Office Manager	Lafond, Patricia	\$39,036.44
Administrative Assistant	Davitt, Carmella	\$38,126.24
Receptionist/Communications	Duffy, Kelly	\$20,880.00
SPED Administrative Assistant	Crawn, Amy	\$21,080.50
SPED Aide	Berry, Kathy	\$21,024.00
SPED Aide	Colpitts, Meridith	\$21,024.00
SPED Aide	Crossan, Cheryl	\$16,898.04
SPED Aide	Gauvin, Brynn	\$16,898.04
SPED Aide	Greenwood, Jennifer	\$18,212.04
SPED Aide	Hogan, Sheri-Lyn	\$17,555.04
SPED Aide	Jackson, Nichole R.	\$21,024.00
SPED Aide	Kilham, Patrice	\$21,024.00
SPED Aide	Kukla, Julie	\$21,024.00
SPED Aide	Mikkelsen, Courtenay	\$18,212.04
SPED Aide	O'Brien, Julie	\$18,855.90
SPED Aide	Ronayne, Carlie	\$16,898.04
SPED Aide	Shaw, LueAnn	\$19,604.88

SPED Aide	Teas, Joanna	\$16,267.32
SPED Aide	Viar, Stephanie	\$14,974.34
SPED Aide 1:1	Andrikowich, Lisa	\$18,212.04
SPED Aide 1:1	Boucher, Laurie	\$21,681.00
SPED Aide 1:1	Bradley, Charlotte	\$20,196.18
SPED Aide 1:1	Burgess, Elizabeth	\$21,681.00
SPED Aide 1:1	Carozza, Marie	\$21,681.00
SPED Aide 1:1	Gaudette, Theresa	\$21,681.00
SPED Aide 1:1	Kunert Nickels, Brandy	\$18,869.04
SPED Aide 1:1	Lacroix, Danielle	\$19,512.90
SPED Aide 1:1	Lacroix, Donna	\$21,681.00
SPED Aide 1:1	Laurencelle, Pamela	\$18,212.04
SPED Aide 1:1	Linehan, Megan	\$19,512.90
SPED Aide 1:1	Lundsted, Lori	\$21,024.00
SPED Aide 1:1	Maimone, Cynthia	\$20,196.18
SPED Aide 1:1	O'Brien, Donna	\$18,212.04
SPED Aide 1:1	O'Neal, Carolyn	\$17,555.04
SPED Aide 1:1	Smith, Alice Martha	\$21,681.00
Teachers Aide	Coronati, Kimberly	\$21,024.00
Teachers Aide	Lopez, Lori	\$21,024.00
Teachers Aide	Poole, Cathy J.	\$21,024.00
Teachers Aide	Shepard, Lori M.	\$21,024.00
PC/ Network Technician	Layton, Robert	\$57,783.00

2018/19 DEERFIELD SCHOOL DISTRICT STATISTICAL REPORT

YEAR	REGISTERED	AVERAGE DAILY ATTENDANCE
2013/14	469	424.9
2014/15	497	466.97
2015/16	497	451.5
2016/17	517	464.0
2017/18	515	466.3
2018/19	541	474.98

CLASS BREAKDOWN 2018/19

Pre-School	43
Kindergarten	60
Grade 1	53
Grade 2	56
Grade 3	49
Grade 4	69
Grade 5	51
Grade 6	57
Grade 7	46
Grade 8	57

DEERFIELD COMMUNITY SCHOOL

Class of 2019

Savanna R. Andersen	Trent M. Kinsvater
Gary Hudson Jack Armstrong	Matthew John Lane
Camden Bemis	Rosemary June Layton
Lillian Mae Boulton	Mary Liptak
Ayden Michael Breen	Damion Lord
Blake Arthur Brown	Christina Elizabeth Malette
Anjelica Buckles	Katherine Jane Marino
Rowan Delaney Carr	Connor McCoy
Anna Coronati	Alexander James Mikkelsen
Olivia Paige Crawford	Mya S. Mitchell
Tristen D. Crotty	Arthur Andrew Murphy IV
Abigail Jane Dickson	Logan Thomas Qualey
Nora Marie Dunigan	Connor Marshall Qualey
Shaun Adam Fifield	Boden Michael Rand
Elizabeth Franko	Maxwell William Scharr
Megan Lynn Gamache	Meadow Bea Shimer
Kassidy Garneau	Peter Stamas
Adam J. Gilbert	Kamrein Lloyd Stone
Bryce Gingras	Pheobe Rose Sullivan
Devin Scott Graziano	Dalton Michael Tetrault
Richard E. Harlow	Max Thompson
Kylie Anne Harrison	Makenzie Marie Tordoff
Christopher Lincoln Heckman	Gianna Rose Twombly
Lauren Helm	Elizabeth Lillian Ann Weiss
Cooper Horton	Connor J. White
Ben Frost Innocent	Ava R. Woodman
Emily Theresa Kearns	Kylie Anne Harrison



2019

ADMINISTRATIVE REPORTS

SCHOOL NURSE REPORT 2018~2019

The Deerfield Community School health office continues to be a busy place on a daily basis. During the 2018-2019 school year, we have seen an increase in the number of total visits. We continue to offer a variety of medical care for acute and chronic conditions, respiratory and gastrointestinal illnesses, cuts and scrapes, accidents, head bumps, daily medication passes, and emergency care as needed. Let's not forget the TLC that is given, too! If we can care for the students and redirect them back to class, that is a good day! Of course, there are also reasons to send students home from school, in order to prevent the spread of illnesses.

During the summer months we focus on tying up loose ends from one year and preparing for the onset of the new school year. Incoming preschool and kindergarten student files are compiled, data entry and medical and office orders are performed, meetings are set up with parents, and much more.

Nurse Bonnie Heisey has continued her schedule with full-time hours. Lisa Shepard resigned mid-year from her part time position, and Sue Fifield was able to fill-in as per diem nurse to meet our needs for the remainder of the school year. In June of 2019, we interviewed and hired a part time nurse, Patricia O'Brien-Favorite, for the one day a week position for the current school year. She brings with her many years of school nursing experience, and was not quite ready to retire. We are happy to have her join our team.

Some of the services we provided during the 2018-2019 school year include the following, but are not limited to:

- Organizing and maintaining health records in accordance with State of NH Immunization Laws.
- Reviewing and preparing records for new students entering DCS, as well as those transferring out to other schools.
- Entering medical information into the health module, along with the charting of all daily visits.
- Informing staff of any health-related conditions and risks to ensure the safety of their students.
- Administering first aid and emergency care as needed, providing assessments and treatment, administering medications, referring students and staff as needed, and providing follow-up care and interpretation of orders by medical professionals.
- Preparing field trip medications and arranging 1:1 nursing staff, if necessary, and ensuring that attending staff are CPR/First Aid certified.
- Organizing CPR and First Aid classes for our staff, which are offered every other year in the fall (Due 2020). Our school has retained its Safe School status, with 75% of the staff trained in CPR and First Aid.
- Performing annual health screenings, which consist of height, weight, hearing and vision, for all kindergarten through fifth grade students; and heights and weights for

middle school students. Referral letters are mailed home on any non-pass scores, so that parents may follow-up with specialists as needed. Dr. Fischer, from Northeast Eye Care in Deerfield, volunteers her time to perform a more in-depth vision screening for all students in first and third grades; we appreciate her continued dedication to our school.

- Organizing annual dental education for all students in kindergarten through fifth grade, as well as screenings and cleanings for students in this grade level who are granted prior parental permission. Bonnie Greaney, from Lamprey Health Care School-Based Dental Program of Raymond, visits our school to perform these services each spring.
- Contributing medical information pertinent to students' 504 plans and IEPs, and attending meetings as necessary.
- Organizing the annual fall staff flu clinic, where one third of our staff receive their influenza immunization. Numerous other staffers share that they visit their PCP office or pharmacy. Getting the flu vaccine is not mandated, but highly encouraged.
- Organizing the 22nd annual American Red Cross blood drive held at DCS each spring. We collected 23 pints of blood this year, up slightly from last year. The Deerfield Girl Scouts assisted with the check-in process and provided snacks to donors.
- Continuing to work closely with the Deerfield Welfare Department and Food Pantry to benefit families in need.
- Organizing lost and found area, as well as providing donated clothing to students in need of outerwear for cold weather, or other clothing as needed. Clothing is donated by local families or purchased by local organizations, who give as needed.
- Providing non-perishable snacks to students as needed. Collections or monies donated by DCC and members of the community, as well as our PTO.
- Participating in regular fire drills or other emergency drills to prepare in the event of an actual emergency.
- Overseeing local nursing students throughout the year, as they meet their Child Health in the Community course requirements.
- Postings in the Bridge newsletter and Health Office bulletin boards throughout the year.

Thank you, again, to all parents and community members who volunteered their time and lent a helping hand to assist in both the health office and in the DCS classrooms this past year. The staff and students appreciate you. Thank you!

Respectfully submitted,

Bonnie Heisey, RN
Deerfield Community School Nurse

2018-2019 Interventions:

Total visits to the health office	6184
Assisted students taking medications	2402
Parent contacts	932

Principal's Report for 2018-2019

Deerfield Community School welcomed new staff members Juliane (Archer) Bourgeois (Reading Interventionist, K-3), Martha Dalrymple (4th), Jackie Deans (Case Manager), Elizabeth Dwyer (Case Manager), Kelly Hughes (Middle School Science), Brooke Petrucelli (Technology Integrator), and Allison Wagner (School Psychologist). We sent a few staff members off with many well wishes into retirement. We thank Patty Cameron, Jackie Duhamel, Elaine Hogan, Amy Marquis, Jocelyn Messier, Gina Schonwald, Nancy Shute, Jackie Veal, and Dale Veilleux for their dedicated years of service at DCS.

PTO hosted a Back to School BBQ and Open House in August before the start of school. The PTO worked in conjunction with the Deerfield School Board. Many families came to meet their children's teacher and enjoy a cheeseburger or hot dog! The PTO continued to support the school in many ways throughout the remainder of the year including coffee carts, raising money through Hannaford Helps Schools, Boxtops, and the annual fall fundraiser, and they spoiled teachers in the always anticipated Staff Appreciation Week.

After a year of piloting math programs, DCS adopted Eureka Math for the 2018-2019 school year. Our Math Specialists, Heidi Cook & Erica Martin, supported staff and students throughout the year as they adjusted to this rigorous program. There was a Parent Math Night held in October to introduce parents to common language, practices, and procedures. It was very well received and extremely informative.

To begin the year, the 7th and 8th grade band and chorus students performed at the Deerfield Fair Opening Ceremonies. We were very fortunate to have authors Cynthia Lord and David Elliot visit DCS. In addition, our fall sports of cross country, soccer, & volleyball season took place. The DCS cross country team were Middle School champions for small schools and our volleyball season ended with a rousing parent/student volleyball game! During our October staff development day, many staff became certified in First Aid & CPR. We received Safe School Status with over 75% of our staff being certified. Lastly in November, the 7th graders hosted a wonderful Veterans Day breakfast and assembly to honor the many veterans in our community and beyond.

The winner of the Spelling Bee held in December was Helena Kline with Mia Czarnecki as the runner-up. Congratulations to Helena, Mia, and to all students who participated. December was also a month to celebrate our wonderful students during the Winter Concerts. They put on a fabulous show.

January was a busy month with Career Day and Student Led Parent/Teacher conferences in our middle school. Students prepared for conferences during Advisory/Magnet answering some guiding questions that they then shared with their parents. We ended the month with an early release in which the staff participated in a Wellness Day. We had a wonderful afternoon that started with a delicious potluck lunch. Several workshop sessions were held for staff including essential oils, yoga, strong stretching, bowling, crafting, mindfulness, drumming, genealogy, Indian cooking, digestive health, and line dancing.

Drug Abuse Resistance Education (better known as DARE) returned to DCS this year. Officer Molet joined the 5th grade every Tuesday for several weeks teaching students about self awareness, responsible decision making, understanding others, communication skills, and handling responsibilities and challenges. The students “graduated” at the end of the program, receiving DARE t-shirts, and enjoying a pizza party! Thanks Officer Molet for having a great impact on our 5th graders and being a friendly face throughout the school.

In February, the DCS Girls’ Basketball team became three-peat champions with our 8th grader, Ava Woodman, receiving her 1000th point! We are so proud of our Deerfield Dragons! February was also the month we had our amazing Artist in Residence, Sowah Mensah, join us. Sowah is a master drummer from Ghana, West Africa. He brought his World Music Drumming Curriculum to DCS for a week and you would have thought, by the final performance put on by students, that he had been with us for months. The students were focused, driven, and showed great teamwork!

Also in February, the Physical Education Department and DCS students participated in the annual Jump Rope/Hoops for Heart to raise money for the American Heart Association. DCS raised exactly \$12,471.00 for a total of \$55,715.00 over the last five years! Some students, past and present, directly benefit from the American Heart Association work and we receive vouchers for PE equipment as thank you gifts for our contributions. We thank the community for their continued support over the years.

We started the month of March with our annual Spaghetti dinner & Talent Show complete with singers, jump ropers, dog jumpers and guitar players, piano players, gymnasts, a comedian, and a violin player... a monologuer and a juggler... a poet and Mr. Dudley... a new grandfather and guitar playing song-writer! It is such a source of pride to watch our students (and staff!) get up on stage to show off their talents.

Read Across America activities continued through the month of March. Students participated in after school Read Ins, trivia & quotes during the morning announcements, our annual Vocabulary Parade, Drop Everything And Read randomly throughout the week, and a Staff Spelling Bee which ended in a tie after an hour!!! Congratulations to Ms. Sage Mackenzie & Mrs. Rosalyn Gordon, our best spellers on the staff!!! March ended with a teacher workshop in which staff learned about Growth Mindset, followed by a viewing and discussion of the documentary film, *The Kids We Lose*. Lastly, we had our K-5 Curriculum Nights in which student work was displayed for families to admire.

We started off April with "Wear blue for World Autism Day," a day, like every day, to celebrate the unique talents of those with autism. Girls on the Run came to DCS with 20 girls, making up 2 teams. Our Music Department and students in grades 5-8 presented the most amazing musical, SHREK Jr. and our Art Department held the annual school wide Art Show in which every DCS student had a piece of art on display. We had over 450 attendees join us for this wonderful event and students were proud to show their work. Speaking of attendees, we had over 300 grandparents join us for our annual Grandparents Day at the end of April! Amazing!

The month of May, we welcomed Mr. Michael Truong as a long term music teacher substitute and Miss Rachel Samia as a long term 3rd grade teacher. They are wonderful additions to the DCS faculty. In addition, our wonderful PTO put on a week to remember for Staff Appreciation Week, our Middle School students showed off their amazing work during the Middle School Curriculum Night, we hosted the annual Tricky Tray, had a Red Cross blood drive, and our 6th graders enjoyed environmental camp at a new location, Nature's Classroom at Sargent Center in Hancock, NH. Also in May, staff members joined Tristen Crotty & Elizabeth Weiss and their families at the New England League of Middle Schools Scholar Leader dinner. Tristen & Elizabeth were recognized as the 2018-2019 DCS Scholar Leaders. It was an honor to be with them that evening. Lastly, K-4 teachers and our Math Specialists hosted a wonderful Family Math Night, teachers enjoyed another day of learning during our May Teacher Workshop Day, and our Music Department held a Spring Concert with performances from our 3rd grade recorder players and our 4th-8th grade band and chorus.

The year ended with the graduation of another 8th grade class, some who had been at DCS since they were 3 years old! It's bittersweet to say "see you later...good wishes and good luck" and is one of the best parts of being a Pre-K-8th grade school...seeing students grow through the years. It has been one of my greatest pleasures to be part of this community and watch as teachers and students learn with each other every day. To try to capture every moment for this report is virtually impossible as good happens a million times a day in this community of Deerfield. Thank you for all your efforts day in and day out.

Respectfully submitted,
Kristen Withee
Principal

**SAU #53 Serving the Districts of Allenstown, Chichester, Deerfield, Epsom, and Pembroke
Report of the Superintendents**

“Arriving at one goal is the starting point to another.” John Dewey

It is our privilege to update you on last year’s SAU-wide goals, objectives and results for the citizens of the five towns served by SAU #53. To begin, we want to share our SAU Mission: ***THE SAU CENTRAL OFFICE STRIVES TO FACILITATE AND SUPPORT THE WORK OF ALL SCHOOLS, THEIR FACULTY, STAFF AND BOARDS IN OUR SHARED COMMITMENT TO PROVIDE A QUALITY EDUCATION TO ALL STUDENTS. OUR OFFICE VALUES A PLEASANT WORK ENVIRONMENT, BUILDING GOOD RELATIONSHIPS, AND THE PROMOTION OF BEST PRACTICES IN BUSINESS AND EDUCATIONAL LEADERSHIP.***

The SAU office supports our schools, students, parents and community in promoting a high quality education for our students, and we work closely with our District School Boards, staff and administration when bringing annual budgets to our towns.

Instructional Practices: This past year all of our districts continued their work with competency-based education and finished the year by developing quality performance assessments. With facilitation from the Curriculum Director our K-8 schools are more aligned with Pembroke Academy and Concord High School which provides for a much smoother transition for our students. Districts continue to collaborate by sharing practices and materials as well as professional development with each other, and we continue discussions with our Boards to promote instructional innovation in all of our schools.

School Safety: Our Schools continue to work with town and state partners to evaluate and implement best practices in school safety in order to update our Emergency Operations Plan on a yearly basis.

Facilities: In conjunction with our communities, our school boards are discussing short and long term facilities’ needs and creating CIP plans.

Community: Without the strong support and commitment from our communities, we would not be able to support the needs of our students and staff. So, we want to thank you for YOUR support.

In closing, please feel free to contact either of us with any questions you might have. We look forward to serving you and the children of your district in the coming year.

Respectfully submitted,

Patty Sherman, Superintendent, Deerfield, Pembroke, SAU Boards
Peter Warburton, Superintendent, Allenstown, Chichester, Epsom

