

TOWN of DEERFIELD
Water Commission
George B. White Building
MEETING MINUTES
July 27, 2023

6:00pm: call to order

Present: Gary Sanborn (member), Kimberly Black (member), Pete Schibblehute (Road Agent)

6:08-6:18

Minutes: recorded by Kimberly Black

Citizens Comments – (none)

New Business

- **Committee Roles**

Gary Sanborn accepted role as Chair

- **Freezes Dam**

- Kimberly provided the attendees copies of the NH State Dam Bureau Operation, Maintenance and Response packet on file with the state for Freese's Dam #061.02 completed on 8/19/2014.
 - Discussed updating Emergency Contact information to new Chair on page 1. addressing other emergency contacts to position on page 2 from at-the-time Road Agent Mark Young, to Road Agent. Need to update the outdated full list of contacts provided on page 2 to current people in those roles.
 - Discussed status of the DOT work on the 107 culvert from information Pete provided. At this time, no request has been made to address the water levels by Earth. Pete is going to follow up to confirm. In the event that they need water levels dropped the Town needs to provide Citizens 30 days notice per RSA 482:13.
 - Discussed the current Operations and Maintenance Information (section #3).
 - Discussed how to maintain a logbook for records. Kimberly will ask John Harrington if there's a way for us to maintain this digitally now.

RECESS at 6:43pm

*** TRAVEL TO DAM**

RESUMED 6:52pm

- Visually inspected Dam
 - noted water level is currently not maintained to the top of the spillway.
 - **IMMEDIATE ACTION NEEDED:** another stop log Board needs to be put into place to be in compliance with the Operations and Maintenance Information.
 - Debris noted at spillway; large branches hung up.

- Vegetation along embankment needs to be removed.
 - **IMMEDIATE ACTION NEEDED:** tree growing out of the embankment behind the retaining wall of the North side of the Dam (stop log side) Tree growing outwards towards the east, has pushed rocks out of the wall; the tree needs to be removed to prevent further damage to the concrete retaining wall from root growth.
- LOGBOOK NOTATIONS
 - Wooden Bridge needs repair, boards are soft.
 - Concrete deterioration – exposed steel 13” out of top of spill way (south)
 - Concrete deterioration – exposed steel 7” at base of pillar/footing of spillway.
 - Concrete Cracking – starts 10” in the middle drops to 20” west side, 4’ horizontally.
- Safety Concerns Discussed
 - Gary noted the single handrail to assist with removing stop logs is dangerous. Proposes that 2 additional handrails be installed on the South and West side of the wooden bridge over the stoplogs to assist with the safer removal of stop logs semi-annually and in emergency situations.
- Surrounding Vegetation observed
 - Overgrowth of Downstream vegetation is prominent.
 - Noted that historically the Dam had been fully visible from the 107/43 roadway culvert.
 - Need to get more information about whether that should all be cleared back again to plan for natural disaster flooding, large debris coming over the spillway etc..
- Annual Calendar
 - Columbus Day 10/9/2023 board removal begins.
 - Summer is 6/21/24 Boards should go back in after this.
 - Discussed, and agreed that this year should be the Bi-Annual draw down to the lowest level to assist with the control of aquatic vegetation. As a courtesy a notice should be put out since this likely hasn’t happened in some time.
- Old Business (none)
- Citizens Comments (none)

Moved to adjourn.

7:42pm: Meeting Adjourned

Next Meeting: TBD