

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
August 31, 2020  
MINUTES**

**Call to Order**

5:30 pm – Chairman Robertson called the meeting to order

**Present:** Andrew Robertson, Chairman; Richard Pitman, Vice Chairman, Fred McGarry, Alden Dill, and Cynthia McHugh, Selectmen.

**Pledge of Allegiance to the Flag**

Chairman Robertson asks all to rise and pledge allegiance to the Flag

Chairman Robertson stated that for those listening at home, he would note that the full board is present as is the town administrator, John Harrington and town highway agent, Steve Rollins and Mr. Rollins, you are first on the agenda.

**Steve Rollins, Highway Department**

Mr. Rollins stated that the reason for him coming in tonight, a couple of reasons.

One is that their ditching material, back in the day, they used to be able to if someone wanted a load of fill, the highway department could take it to them and he believes that some point in time, the Board chose not to do that anymore.

Chairman Robertson stated that they did that probably close to twenty years ago.

Mr. Rollins stated that there was a time when you could sign a permission list, I guess, for a little while and then it went away all together to which the chairman agreed.

Mr. Rollins stated that they are getting a mound of junk material at the town pit so he was wondering if they could go back to the permission slips before they have no place to put it.

Chairman Robertson stated that he would not have any problem with that, particularly if it is posted that it is a "first come-first served" basis and Mr. Rollins agreed.

He went on to say that the person would know what they are getting and they would not be responsible, some sort of that thing. Obviously, they didn't want people throwing it in their wetlands and stuff like that with it but as long as they could dump in a dry area and that kind of stuff.

Vice Chairman commented that when they were doing Old Centre Road, they would go to Jim Smith's for example, how much is that going to add for a truck being gone?

Mr. Rollins stated that this was the thing. He is looking to save truck time. Like bringing it from South Road all the way to this part of town when he could see if there was a home owner there that would want it because they have people stopping all the time wanting some chips, ditch material. Obviously, he isn't going to haul from one end of town to the other but if he could find a home close by that wants it, he would be glad to save them the few dollars to do it.

Vice Chairman Pitman stated that he thought that the big thing back then too, was, no elected officials or employees.

Chairman Robertson agreed and stated to Mr. Rollins that they weren't to deliver to elected officials or town employees to which Mr. Rollins stated that this was fine with him but that they are also tax payers too.

Chairman Robertson stated that he would stay away from elected officials.

Mr. Rollins stated that the other thing that he wanted to talk to them about and he asked if that was okay regarding the fill policy?

Chairman Robertson asked if the Board was in general agreement to which they were.

Selectman Dill asked if it was sand and rocks to which the highway agent stated that it was and Selectman Dill continued to stated so that the people don't get too excited about it. Mr. Rollins also stated that there is a possibility that there is some glass and bottles and trash. It is nothing great but if someone had a big hole in their backyard and they wanted to fill it in, they would be glad to.

Chairman Robertson stated that there is a sign on Middle Road on the Allenstown end who is looking for fill and the highway agent stated that he thought that it was actually in the next town over.

Mr. Rollins stated that the other thing that he has for the Board is that the town's around us are paying more per hour for plow trucks this year and he doesn't know quite what to do there because he needs to be compatible in order to have trucks.

Chairman Robertson stated that he would like him to give the Board his recommendation for a rate sheet and go forward with it. They will take a look at the budget. Absolutely, if three or four towns around us making more, they are going to be ....

Mr. Rollins stated this was the other thing, these were the two important things that he needed to speak to you folks about.

Chairman Robertson stated that if Mr. Rollins could get back to them with a recommended rate sheet that they could go from there and Mr. Rollins agreed.

Chairman Robertson stated that if he had any information from the other towns too, that would help them.

The chairman asked if the Board had any question for Steve while he is here.

Selectman Dill stated that he had to say that he stopped by the job he thought on Thursday and the project on Candia Road looks good and they are making progress there. He asked if he thought that they were two weeks out to which he stated that he thought so.

Vice Chairman Pitman stated that it was three weeks a week ago so that would make sense.

Mr. Rollins stated that he thought that they had another couple of weeks there. He just met with R & D Paving out there last Friday. They maybe a little bit behind and that helps us out in a way because it gives them time to do some of the other stuff that needs to be done.

Mr. Rollins stated that they have had very positive feedback on Candia Road for the most part.

Selectman Dill states that it looks wider and it is just amazing how it has grown in over the years.

Mr. Rollins stated that the pavement is going to be the same width but they are going to actually have, be able to see now and get the water off the road.

Chairman Robertson thanked Mr. Rollins for coming in and the Board thanked him.

Vice Chairman stated that after reading the minutes, he thought that the chairman should state who makes the motions to which the chairman agreed and stated that he would try to do that.

Mr. Harrington asked the vice chairman to pull his mike up closer.

Chairman Robertson stated that next up is Kathy from Ma's Café.

### **Kathy – Ma's Café**

Chairman Robertson stated that the reason that they put her on the agenda is that understanding how the liquor license process works, he thought that it caught their attention when she put up the banner and the advertising on Facebook and such for the tavern and typically, the Board of Selectmen is notified and gives approval when a business has a liquor license and serves alcohol, adds space or changes the scope of their operation.

Typically, they are notified, it is actually a Liquor Commission requirement, that you have town approval if you have music or entertainment, that sort of thing and as far as he could tell, as well as the rest of the Board, going through

the records, they don't really have any record of meeting with her, hearing from her regarding what the operations are and he guessed that he doesn't get out as often as he should but he thought that she was a breakfast and lunch place until late July and realized that she was probably doing quite a bit more and they certainly have required other businesses in town that serve alcohol to come to them before they change operations or add operations, add seating, that type of thing and he thought that the Board wanted to get a handle on exactly what Ma's Café/Tavern is, what their hours were, that sort of thing.

Kathy stated absolutely and asked the Board if they could hear her to which they agreed they could.

She said that she would start from the beginning and apologized in advance for things that she thought she was doing perfectly right.

When she opened the café side in 2019, April or May, it was just breakfast and lunch. She did acquire her beer and wine license at that point and as far as she was told, she got her beer and wine license and then she thought that the Liquor Commission had sent a letter to the town to approve or disapprove within so many days.

Everything was running good and everyone was so wonderful and they decided to do a little tavern side. What she had done, the tavern side holds no more than the café side. The only shared space is the kitchen.

It is basically just a small tavern, seats the same as the other side and they just upgraded their license back in April. They were supposed to open April 2<sup>nd</sup> but of course they couldn't because of COVID and basically, all they have now is a small menu with a few dinners.

As far as the entertainment outside, if there was supposed to be a permit, she did not know and apologize and she thought that it was all grandfathered because the patio was grandfathered through COVID.

They tried to do just something small. She will never do full bands. Just use (couldn't understand) just trying to stay afloat right now. She hasn't had any complaints from her neighbors. She has constantly checked with her neighbors and that is what she did.

Chairman Robertson stated, okay and continued that he wasn't sure and that John had gone through the records, they didn't have record, and she was right, they know part of your initial wine and beer license, the Liquor Commission is supposed to send the town a letter and give them fifteen days to comment.

They don't have record of receiving that letter and they also didn't receive anything regarding the upgrade from her or the Liquor Commission and he thought, and he said, most of them were operating under the thought that it was a breakfast and lunch café and suddenly it appeared to be something much different.

He stated that he has heard good things about it.

Selectwoman McHugh asked if she could say something to which the chairman agreed.

She continued to ask Kathy if they had Matt Fisher and Rick Pelletier involved in the whole process to which she stated absolutely.

Chairman Robertson stated that those are second requirements.

Selectwoman McHugh stated that she just wanted to say that because it sounded like she had contact with the town building inspector and the fire chief.

Chairman Robertson stated that she is required to meet with the health officer and the fire chief with regard to seating and operation but he thought, and his concern is that she may want to check with the Liquor Commission about this. If it came forward that their hadn't been approve or haven't had the appropriate steps taken, and you have added entertainment, or the other thing that caught his eye, you were having a raffle for the auxiliary for the Legion and raffles in town actually written approval of the Board of Selectmen as well. Strangely enough, but they have met with a number of groups over the years that have done that and he thought that his initial concern when he started going through things is that he didn't want Kathy to run afoul of state law.

The Board of Selectmen has the approval and recommendation but if steps weren't taken, you might end up in more hot water than the Board.

Kathy stated that as far as she knew, she was doing the right thing. She has had a liquor license since 2014 and a representative of the Liquor Commission has been in several times, also. She even questioned him also when she got word of the meeting and obviously, she can say what he told her and have a record of it, that he said that a letter was sent so she didn't know what happened but as far as she knew, that letter was sent.

Chairman Robertson stated that he thought that this would be out of her hands anyways. It would either be the Liquor Commission or the town that bumbled the letter. She wouldn't have anything to do with the original letter.

Chairman Robertson asked for other questions.

Selectwoman McHugh asked what Kathy needs to do right now and the vice chairman added that he would like to know also.

Chairman Robertson thought that what he was looking for was to get an understanding of what was happening there and whether it was a breakfast and lunch café or was it a tavern.

Kathy stated that it is breakfast and lunch and the tavern opens up at a separate time and closes early. They are only open until 8 or 9 o'clock and that's it. And like she said, it is a smaller bar, maybe twenty-five to thirty people, small burger menu and that is about it.

As far as the entertain goes, they didn't plan on keeping it for long because once this COVID thing settles down, the patio will go away anyway and winter is coming. That was just like she said, just to stay afloat.

Vice Chairman Pitman asked if the Board could make a motion to agree with this as long as she meets state and town standards so that she can get going on it?

Chairman Robertson stated that she is already going on it but they could make a motion that the Board of Selectmen approve of the operation of Ma's Café and the Tavern side as well.

**Motion:** Vice Chairman Pitman move to approve the operation of Ma's Café and Tavern as explained

**Second:** Selectwoman McHugh

**Discussion:** Selectman McGarry asked if the Board was going to contact the Liquor Commission to find out where that letter is/was to which the chairman stated yes and that they definitely should as they have gotten notice for similar places such as the Lion. They got noticed four times since 2019 to comply with the regulations.

**Vote: Yea 3, Nay 1, Abstained 0 – Motion Carries**

Chairman Robertson explained to Kathy that the Board had just voted that they approve of her operations and he appreciated the fact that she had taken the time to log in and explain to them what she was doing.

Kathy thanked the Board and was sorry for any miscommunication and always reach out if they have any problems. She appreciates all of their support since she has gotten here.

Selectwoman McHugh asked the chairman what Kathy's action would be to which he stated that there would be no action to take at this point unless they file a complaint and they were obviously not going to file a complaint.

### **Nick Lawrence – Town Playgrounds**

Mr. Lawrence stated that he just wanted to check back in with the Board to see if they could revisit keeping playgrounds closed at this time.

He noted that there are surrounding towns that have opened them up. He stated that they have had a little bit of push back more recently from folks that we are trying to keep off of the playgrounds, things like that. People are trying to get their kids outside and doing things like that that are constructive outside.

So, he was wondering if there would be any appetite to reverse that decision and he did make sure that John Harrington had a picture of the signage that they could potentially use from the Town of Raymond which is a good example which is posted so that people know what is ahead of them when they make that decision to use the playground

**Motion:** Selectman Dill moves to approve to use the playground with signage

**Second:** Selectwoman McHugh

**Discussion:** Vice Chairman Pitman asked what it is meant by playground?

Chairman Robertson stated that it would mean the Hartford Brook Playground and the playground by the Gazebo field and essentially, they are both being used whenever anyone things that no one will tell them they can't use them.

Selectwoman McHugh stated that they should put the signage up and be done with it and others agreed.

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

#### **Regular Business:**

#### **Outstanding Minutes from August 17, 2020**

**Motion:** Vice Chairman Pitman moves to approve the minutes from August 17, 2020

**Second:** Selectman McGarry

**Discussion:** Vice Chairman Pitman stated that he had a correction and the chairman had stated that the vice chairman had sent an email regarding the correction on these.

The correction is on Page 2, Line 52 – it was the wrong road, it should be "Mt. Delight" not "Middle Road"

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

#### **Accounts Payable - \$44,042.20**

**Motion:** Selectman Dill moves to approve the Accounts Payable as presented

**Second:** Selectman McGarry

**Discussion:** Selectwoman McHugh stated that she had a question on the fire department which was a radio setup for what vehicle? It is a \$3,382.00 expense.

It was asked of Mr. Harrington if he had any detail on that by the chairman to which he stated that he did not.

The chairman stated that they could certainly reach out to the chief to have him come and explain it to them.

The vice chairman thought that it would be a good idea.

Selectwoman McHugh stated that he must have bought it already, correct? Assuming it is in the budget, he bought it.

She stated that she just wanted to ask about it because that is a lot of money and she didn't know of any vehicle that needed a new radio. They have backup camera systems down at the fire house that still need to be installed. She didn't know what those were going on.

She stated that she thought that the Board was going to ask these departments to watch what they are spending because of the COVID thing.

The chairman stated that he would certainly be happy to have Matt at their next meeting.

Selectwoman McHugh stated that it doesn't matter if it is already purchased and now, we are paying for it but she thought that they needed to put the hammer down. Something needs to be, we can't just let everyone spend money.

There are other things that she would like to discuss afterwards and the vice chairman stated that they would discuss it then.

**Vote: Yea 3, Nay 1, Abstained 0 – Motion Carries**

#### **Signatures:**

The chairman stated that they had the Summary Inventory Evaluation from the NH Department of Revenue Administration. He had a quick note there that the overall town evaluation increased by 27.39 percent after the revalue and he needed motion to accept the inventory evaluation and sign it.

**Motion:** Vice Chairman Pitman moves to accept the summary inventory evaluation  
**Second:** Selectman Dill  
**Discussion:**  
**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

The chairman stated that they had an application for property tax exemption. It is an elderly exemption from Billy Blodgett of Griffin Road and there is a notation from the assessing clerk that this application was turned in before the deadline but got mixed in with some paperwork of revaluations and somehow overlooked.

Vice Chairman Pitman asked if it was for the \$500.00 exemption and the chairman stated that no, it was actually a valuation breakdown so single is \$36,800.00 exempt from the property and a couple is \$52,800.00.

Vice Chairman Pitman asked what they were asking for and the chairman stated that it looks like they are asking for \$70,000.00, elderly exemption of \$70,000.00 and that is based on their age range.

**Motion:** Vice Chairman Pitman moves to approve the \$70,000.00 elderly exemption  
**Second:** Selectman McGarry  
**Discussion:**  
**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that this doesn't require a motion but they have a notice to cut.

**Notice of Intent to Cut Wood/Timber – Krista Gazzola – for a parcel off of 39 Perry Road.**

**Motion:** Vice Chairman Pitman moves to collect the timber tax levy of \$178.61 from Charles and Cherie Sanborn for timber cut across the street from their home.  
**Second:** Selectman McGarry  
**Discussion:**  
**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that he had forms for three "Inspectors of Election" and this is a two-year term for each of these people. They had:

Harriet Cady	Registered Republican
Jeanne Menard	Registered Undeclared
Sarah Leslie	Registered Republican

All three of these people are seeking to be appointed as Inspectors of Elections

**Motion:** Vice Chairman Pitman moves to appoint the three people mentioned for Inspectors of Election  
**Second:** Selectman Dill  
**Discussion:**  
**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Mr. Harrington noted to the chairman that those were never read into the minutes which is why he put them there.

**Accounts Payable Manifest – August 10, 2020 - \$521,185.66.**

Obviously, a large portion of that was going to the school district.

**Payroll Manifest – August 11, 2020 - \$75,152.59 (gross), \$49,687.40 (net)**

**Town Administrator's Report:**

Chairman Robertson asked if he was going to bring up Jodi Cornell's letter to them in his report or does, he want them to do it under unfinished or new business?

Mr. Harrington stated that he would bring it up in his report.

First thing that he wanted to mention is that he received a call from the Cemetery Commission about tree removal at the Parade Cemetery.

They had reached out to Jared Messina. Apparently, there are quite a few dead trees that either are leaning on the wall or are about to fall into the cemetery. Their concern is damage to very old headstones that could get cracked.

Jared has said that he could do the work, however, that would be \$15,000.00 to be paid with a combination of budgeted funds that they have in their budget and private donations.

Those donations were requested to be anonymous but they are looking to get the trees taken out. Tree cutting would be done in fall or early winter. The Cemetery Commission will get permission from the abutters to have the work performed. It would need a bucket truck as some of the trees are rather large and he wanted to bring this to the Board's attention so that they could discuss and give approval to move forward with this project.

Selectwoman McHugh asked if they could get someone else's bid for that and Mr. Harrington stated that he could certainly reach out to the Cemetery Commission and see who else they could get in. Selectwoman McHugh thought maybe a bid from the tree person that the highway agent is using.

Selectman Dill asked if they have the donations already and Mr. Harrington stated that he thought that the donations were put forward once these folks realized that they didn't have enough in their tree removal budget to cover the cost and they just wanted to see the work done before any damage is done to the wall and headstones but he could reach out to them to see if they could get other bids for tree companies.

Vice Chairman Pitman added that especially since it isn't getting done next week and Selectman McGarry agreed.

Second thing, regarding the town auction, he has been working with Fred the last week or so and he believed that he sent out an email discussing the sub-acre parcels that are part of the auction and has included a list in your folders. They are the highlighted parcels that he is talking about.

Concern was that the town did not want those parcels going out to bid and purchase and have folks thinking that they could put a dwelling with septic on some of these smaller parcels.

Discussing with Fred, they are suggesting using the following language prior to the opening of every bid on each one of those parcels that the auctioneer would state that these are not a buildable lot for a dwelling.

The original language was not a buildable lot would preclude possible sheds, garages or non-dwellings and they didn't want to prohibit that usage, just dwellings with septic.

This would be put in the purchase and sales agreement which would follow through right to the deed but he wanted to get the Board's approval and let the auctioneers know that this is the way that the town wants to move forward.

**Motion:** Vice Chairman Pitman moves to approve the language brought forth by the town administrator regarding non-dwelling lots being auctioned

**Second:** Selectman Dill

**Discussion:** Chairman Robertson stated that it was good that this would be included and Selectwoman McHugh asked if a lot could be used as a campsite to which the chairman stated that it could be used as a campsite but typically it would be more apt that the abutters or people across the street, that sort of thing, that want to put a garage or shed on.

Mr. Harrington stated that this came to light after talking to Rick Pelletier. He was concerned that by putting a non-buildable lot, that people who have been looking for a garage or a shed would be prohibited from doing that.

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Third item, senior fitness program, Jodi Cornell, had approached him looking to possibly using the town hall for the senior fitness program.

Right now, they are using the field on the side of the George B. White. They do not come into the building but they gather, at least a couple of times, if not three times a week, to do their program and he wanted to bring that to the Board.

Chairman Robertson stated that he thought that one of the comments that he heard from Cindy that they need to be cognizant that they can't make an exception for senior fitness. If they are going to open the town hall, they are going to need to open it to yoga and whatever else.

He continued that he did look at the guidelines that Denny had put together based on state recommendations for active, indoor exercise and that was an eight to ten foot distance and given the square footage of the downstairs of the town hall, it looked like they could probably safely have twenty people in there and maintain that distance. He thought that it was 41' x 42' when you take out the kitchen, bathrooms and the blocked off area.

Selectman Dill stated that he would recommend that they use the gazebo. He thought that that would be healthy, in-between. It's not a building but he agreed with Cindy. They couldn't open up for one and say no to others.

Chairman Robertson stated that they have to be pretty clear that when they open up, they will have to adopt guidelines for various other groups that want to use it too.

Selectwoman McHugh stated that especially, this is without charge.

Chairman Robertson stated that for this, there would definitely be a charge and he didn't know if they could do that because they are paying her as a private contractor to lead the exercise group even though it is part of Parks and Rec.

**Motion:** Selectman Dill moves not to approve the use of the town hall for the senior fitness group at this time

**Second:** Selectwoman McHugh

**Discussion:** Chairman Robertson stated that for clarification, they are not opening the town hall to anybody, they aren't singling out the senior fitness program.

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Mr. Harrington stated that he and Steve Rollins met this last Friday with the Pleasant Lake Preservation Authority on Swett Road. That is their second phase of the project that they are looking to have something done with.

It was a good opportunity for him to put eyes exactly on what they were looking to do.

The question that came from meeting, they also have an environmentalist that they are working with who is going to be making recommendations for remediations for that particular road to stop the sediment flow.

The question that he has since gotten answered through Rick Pelletier was, who owns that road, is it still a road and the answer without hesitation was that they still own the road. It is a town road and it used to connect all the way through to Griffin. It was discontinued just past the structures. It is not longer maintained from past the structures to Griffin but going forward, down to 107, is considered a Class V.

It was Steve's understanding with talking to previous road agents, the town does not do much maintenance on that road but if they were to start, that would be something that he would want to make the town aware of as they move forward.

Any remediation would require regular upkeep and maintenance such as if catch basins were put in, culverts and he wanted to make the Board aware that those discussions had taken place and he would be getting back to the group that the town does own the road and that would be included in the decision moving forward as to what the town would do as part of any grant monies coming in.

Selectman Dill asked Mr. Harrington if they were 100% sure that the sediment is coming from that road because for that amount of dirt or sand or sediment that has been moving, to him it would seem that a great portion of that road would be washing down.

Chairman Robertson stated that it is very seasonal but when a great portion of that moves downhill, it is particularly late winter into March when there is frozen snowbanks and the town gets a wet storm.

Selectman Dill stated that it would seem that more material moves than what that road has.

Vice Chairman Pitman stated that it is taking the shoulder because he walked that and its Chairman Robertson added that it takes it right off of Swett Road and runs it right down 107.

Vice Chairman Pitman stated that he even took pictures this last Sunday when they got two inches or rain in a half an hour and you should have seen the dirt coming off that road right onto 107 and once it gets on the asphalt...



Mr. Harrington stated that the way that it was explained to him, that very question, it has a causality in the whole sediment issue but it likely happens, as Andy said, a couple of times a year, during the spring and late winter when the ground is frozen, it does wash across the road but other than that, it typically runs down the side of the road and the gully and gets caught in vegetation during a regular summer/spring. It is just those certain times a year that it does cause erosion.

Selectman Dill stated that the other question that he had was if that road is a limited service road, is there a way that they can discontinue ownership of that road?

Chairman Robertson stated that he thought that a vote of the town would be needed and the town administrator stated that he thought that it has been attempted before

Vice Chairman Pitman stated that another thing too, not too many years ago, they came with Jim Franklin regarding the turnaround so that the plow could turn around. They needed it to be a road so that they could sell the farmhouse.

Chairman Robertson stated that they needed the frontage of that road to enhance the value of their property.

Selectwoman McHugh asked how much land was along that road and Selectman Dill stated that there was a ton of land on the Class VI road but on the Class V portion, there was only the two houses.

Selectman Dill stated that he had a real problem putting a ton of money in a road that only services two houses. He didn't think that helps the town at all.

Chairman Robertson stated that he agreed and when Mr. Duffy was speaking with them, the chairman said that he thought that they would be interested in supporting some remediation and some efforts to do what they could to stop the flow but not necessarily count on the town to pave that road. He thought that they would catch a significant amount of flack for essentially paving a private driveway at a rather high cost.

Vice Chairman Pitman also stated that another thing, where it comes off this way, the approach coming south which isn't passible now, washing out also.

Selectman Dill stated that it looks like they are only pulling in coming from the other way and it was thought maybe they could firm it up and clean it up and he added that he thought that the state would have some issue, some accountability in this as it is getting into a state road also to which some members agreed.

Chairman Robertson thanked the town administrator for the update and he said that he had a couple more items.

Mr. Harrington stated that they did have copies of one proposal for the Church, Candia, Route 107 corner that he would like the Board to approve that they submit as part of their suggested improvement in their ten-year plan. That was prepared by Fred.

Selectman McGarry stated that he wanted the Board to look at it to see if there was anything to add to that.

Chairman Robertson asked what the Board's pleasure? Were they comfortable making a motion to forward this to?

**Motion:** Selectman Dill moves to forward the proposal for Church/Candia/Route 107

**Second:** Selectwoman McHugh

**Discussion:** Selectwoman McHugh states that the plan talks about a traffic circle and Selectman McGarry stated that this was one of the suggestions that he had seen previously because he asked about what they should do and that was the thing that came to mind.

The other possibility is to reroute the road and it would definitely cost a whole lot more money and they could easily change that around to make that in the recommendation.

Selectman Dill stated that they could put in a stop light and Selectwoman McHugh agreed. She continued that she didn't know about a circle.

Vice Chairman Pitman stated that this was just for ideas and the chairman stated that the state would get back with any issues and the vice chairman added that it gets the ball rolling.

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Mr. Harrington stated that he had a couple more items.

He stated that it came to his attention that he had previously scheduled two board meetings on election days. One was September 8<sup>th</sup>. Due to the primary election, he is recommending to cancel that meeting and move the scheduled budget presentations to the next meeting on 9/14 which would mean moving Cemeteries, Executive, Ambulance, Forestry Commission, Debt Services, Heritage Commission, Memorial Day, Advertising and Supervisors of the Checklist. They are rather light budgets to be added into their small budget presentation on the 14<sup>th</sup> if the Board agrees.

Vice Chairman Pitman stated that it would be two weeks from tonight to which the town administrator stated that it was. The vice chairman stated that there isn't much going on that they would need a meeting on the 8<sup>th</sup>.

The second one, he had scheduled a meeting on Monday, November 2<sup>nd</sup>, which is the general election and his recommendation is to move it to Tuesday, November 3<sup>rd</sup> instead.

And finally, he wanted to and was interrupted by Selectman Dill who stated that the general election was the 3<sup>rd</sup> and not the 2<sup>nd</sup>. That would be the worst day to move it to.

Mr. Harrington stated that they were right and he thought that he had it correct but it would be moved from Tuesday to Wednesday the 4<sup>th</sup> or they could cancel the meeting that week and the chairman stated that they should probably stay on schedule and leave it on Wednesday.

Vice Chairman Pitman asked if there was a reason that the meeting wouldn't be on Monday, the 1<sup>st</sup>? It was asked by a few as to why they weren't meeting as a Board on Monday?

Mr. Harrington stated that this was a very good question. Never mind that statement. They are going to leave that right alone and the chairman stated that this would give them any updates from Dan from the polls.

Mr. Harrington stated his apologies for the confusion. He was on a roll looking at Mondays and that happened.

His last thing to mention to the Board tonight, and he did have Ray Ellis on the phone in case there are any questions.

The thought occurred to them that they have the building completely closed off due to COVID yet they still have traffic coming in Tuesday through Saturday and Sunday at night for Yanni's bathroom usage and they still only have twelve hours of cleaning and the guidelines in place for restaurant bathrooms is much more cleaning than the town is able to do when the public is coming in and out.

Ray had the idea of utilizing an existing bathroom down at the end of the building and expanding it into two bathrooms to accommodate Yanni's traffic and thereby closing off the entire building. Those bathrooms would exist inside the restaurant and they would no longer have to use the hallway when they are open at night.

Chairman Robertson asked if they had a rough idea of cost on it?

Mr. Harrington stated that right now, he does have a cost with just the materials and the fire alarm system which would have to be installed because they would be interior bathrooms, and right now it is \$10,300.00 before the plumbing and the electric.

His plan would be to build using COVID funding for this because this would be part of securing the building.

Vice Chairman Pitman stated that this is what he was going to ask. They were making these motions without knowing.

Selectwoman McHugh stated that he was saying \$10,000.00 before the plumbing and electric to which he agreed and she asked what the \$10,000.00 for?

Mr. Harrington stated that this was for the materials, the two toilets, the sinks, the safety bars, they both have to be handicapped accessible, the new walls that would need to be put up and then fire systems with smoke alarms would have to be installed in the bathroom.

In doing all of this, they would have to put in a sub-panel for the building if they were going to add on anymore fire alert systems because the panel right now is close to forty years old and it can't handle anymore equipment.

Chairman Robertson asked what the probability of the funding on this? He didn't think that it was a bad idea to put the bathrooms in Yanni's. They haven't had formal complaints but they have heard grumblings for years that they have people wandering around but he didn't particularly want to pay for it with town funds.

Mr. Harrington stated that he wholeheartedly agreed and that is why he was bringing it to the Board. He couldn't guarantee that it will be covered. He felt fairly confident that it would be as far as securing the building but again, they have to submit the invoices of things that are purchased and look for reimbursement.

Selectman Dill stated that in the long term, it is going to save them some cleaning.

Vice Chairman Pitman stated that he thought that it was a good idea but he thought they had to submit them within the next week.

Mr. Harrington stated that they had one more time span to submit the third billing which ended today which will include all of the town clerk door, additional election supplies that they have had to buy and then the next cycle goes from September 1<sup>st</sup> to October 15<sup>th</sup>.

Chairman Robertson asked if they wanted to hold up to see if they get back their first round of invoices that they submitted?

Vice Chairman Pitman stated that he would and Selectwoman McHugh stated that she would because it is a lot of money that they are talking about.

Vice Chairman Pitman stated that it could end up to be around \$20,000.00 for this.

Mr. Harrington stated that he understood that. He just wanted to bring it to their attention. He wished that he could have a more secure answer for them but he didn't. He has watched what other towns have been getting back for reimbursement and so far, we have gotten everything that we have billed for but again, this third one will be a larger one and they will have to wait and see what they get.

Chairman Robertson asked if the Board was in general agreement to what and see what they get back for the security door before going ahead on this to which there was general agreement to do so.

Mr. Harrington stated that when they get their reimbursement for the third submission, he will be back to talk to the Board and hopefully they will have time to make a decision.

Mr. Harrington stated that this was it and if the Board had any questions for Ray which no one had but Selectman Dill had a quick question for him.

He asked if the MBC has had a meeting and are, they going in person, virtual or what.

Mr. Harrington stated that they had an organizational meeting, he understood. Herman scheduled that and he believed that it was virtual or has it not happened.

Chairman Robertson stated that he hasn't seen any notice of it and Selectman Dill stated that he didn't see anything either.

Mr. Harrington stated that he had sent him a posting. He would have to look it up to know the exact date.

Selectman Dill stated that he was just planning ahead for the fall.

Mr. Harrington stated that as far as he knew, Herman was planning on virtual meetings for now.

Mr. Harrington stated that this was all that he had tonight.

#### **Unfinished Business:**

Selectman McGarry stated that he had a couple and something under new business.

He got a call from Rick Pelletier just before the meeting and Cotton Road common area or conservation area, whatever they wanted to call it, dirt bike area, is supposed to be owned by an association and they never formed an

association and apparently, whoever provides power there, whether it is Eversource or the Coop, needs to cut trees or cut branches on trees or whatever, in that common area. They need approval from somebody.

Rick asked if there was any way that the Board of Selectmen could provide that approval?

Chairman Robertson stated that they accepted the roads and he assumed that it was in the road right away.

Selectman McGarry stated that Rick said that it was in the common area and not actually in the road.

Chairman Robertson stated that he would be comfortable giving them the authority to cut Cotton Road since the association did not come to fruition despite a grand rally from the Attorney General's Office to which both he and Selectman McGarry were at.

He didn't know how the rest of the Board feels. Vice Chairman Pitman stated that it sounded good and Selectman Dill stated that he didn't know enough about it.

Chairman Robertson stated that he thought that the people on Cotton Road would like to keep their power up.

Selectwoman McHugh stated that she thought that they didn't need to as long as Eversource or whoever needed to cut it, it was up to them to do it.

Selectman McGarry stated that Rick told him that apparently, they require approval from somebody.

Chairman Robertson asked the Board if they were comfortable giving them approval to which multiple Board members agreed they were.

Selectman McGarry stated that the next one is a question for John as to whether they got the contract back from R & D to which Mr. Harrington answered that he got them today.

He guessed, from their standpoint, the next step would be to give them a notice to proceed and they really couldn't give a notice to proceed until Steve is done with all the work on Candia Road so that would be the next step that they would do and that would start the 90 day clause. He hoped that they would finish it well before 90 days. 90 days will probably put them into November.

Vice Chairman Pitman asked Selectman McGarry if he could take a verbal that it is coming with the details? They must know that we are serious. They still have a lot of work.

Selectman McGarry stated that he thought they did but contractually, they couldn't, if something happened down the line here that it involved a breach of contract, they wouldn't want themselves to be in a position to having to defend a notice to proceed when they can't proceed.

Vice Chairman Pitman stated that he was notified by an abutter out behind the Lion that there has been a clear cut and he didn't remember signing anything. There isn't a twig left.

Chairman Robertson stated that he didn't see any "Intent to Cut". He didn't know what the volume was that they took.

Vice Chairman Pitman stated that he looked it up and it is owned by Sullivan Properties (Old Sharon Home) anyway owns it.

Selectwoman McHugh asked other members if he had put in a septic system in there and the chairman stated that it was over the old septic system and had trees growing through it.

Mr. Harrington stated that if it is the property he is thinking of, he believed that there is an old septic but it had overgrown and was gone and they needed to put a new one in.

Vice Chairman Pitman stated that where these trees are cut, there is no septic there.

Mr. Harrington stated that it was behind the Lion.

Chairman Robertson asked if he knew who did the cut to which he answered that he didn't.

Mr. Harrington stated that he could look into it.

Chairman Robertson remarked that he remembered seeing trucks there but he didn't think that they were local.

Chairman Robertson asked the Board if they had anything else.

Selectwoman McHugh stated that they are putting in a hot water heater at South Station to which Mr. Harrington stated that it was started and multiple members asked why and is it in the budget.

Mr. Harrington stated that this was part of COVID expense as well because you can't wash your hands and sanitize anything with just cold water so it is part of the COVID upgrade. They fixed the water heater in the main station which had burnt out elements and was leaking and they added a water heater at South Station.

Chairman Robertson asked what the costs were on that as he didn't remember.

Mr. Harrington stated that the water heater was about \$300.00 and something. It is not finished yet. Ray and Rick are putting it in so the labor is through our account.

Selectwoman McHugh asked if they needed to wire it up to which Mr. Harrington stated yes and do the plumbing.

Vice Chairman Pitman asked if he had time for that and Mr. Harrington stated that when he has down time, he puts it in.

The vice chairman stated that he didn't want to put extra stress on him.

Mr. Harrington stated that he asks him before they start on these projects if he can handle it. Otherwise, they would go outside.

Selectwoman McHugh asked if the water heater for the fire station was going on this bill that is being submitted to which Mr. Harrington stated that it would.

The chairman asked for any other old/new/other business.

#### **Citizen's Comments:**

##### **Mrs. Cady – Old Centre Road**

Well, her first concern is that they could open up the meetings. She didn't think she had ever seen a meeting where it has been packed except when they had the Northern Pass people there.

The Planning Board meeting, they had two people in the audience, an engineer and one of the owners waiting for a signature and she knew that Epping has opened up their town hall and they have no way to not have people passing each other to get to the town clerk's office so she would like the selectmen to think about opening the main room, at least for meetings.

The second thing is, if it is going to cost \$15,000.00 to have trees removed in the cemetery, perhaps they go out to bid because they bid anything over \$10,000.00.

Chairman Robertson stated that this was discussed by the Board this evening.

She asked if Asplundh could do it as we let them use our parking space quite a lot, a number of years now.

The other thing she had is the Planning Board's discussion regarding the master plan. Fred knows what she is saying.

Because the warrant article was voted down, Fred is adamant that the lawyer stated that no means no. On the other hand, the Planning Board is charged, by law, with doing a master plan and if they had any extra in their budget, she saw no reason, where they are charged by law, with spending some of the extra that is in our budget on what they are by law, are required to do.

She would like that clarified with the lawyer or with NH Municipal Association legal at least.

She understood that no means no on a warrant article but they could take money from the budget somewhere else and do that to which the warrant article said no to.

This is a situation of us being required by law to do a master plan and they voted that they would do the work on it but there might be some things that there is some expense on where the budget might have some extra, could they not spend that so she would like that clarified.

Chairman Robertson thanked Mrs. Cady for her comments.

**Motion:** Vice Chairman Pitman moves to adjourn at 6:33 pm

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Next Meeting: September 14, 2020 at 5:30 pm**

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary  
Pending approval by the Board of Selectmen*