

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
June 7, 2021  
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

**Bid Award: Paving**

Chairman Robertson: Okay, looking at the agenda, our first order of business this evening is bid awards for paving to which I look towards John Harrington.

Mr. Harrington: I've included the bid analysis that I gave the Board last meeting and I, an update to the Board, I had a conversation with R & D Paving. There was a question on a conditional bid that was submitted.

I have confirmation from them that they will stand by the bid price that they proposed without condition and they will have the paving done by the end of this month.

**Motion:** Vice Chairman Pitman moves to award R & D Paving the bid for paving in the amount of \$197,202.20

**Second:** Selectman McGarry

**Discussion:**

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

Selectman Dill: Thank you for going through that whole analysis.

Chairman Robertson: Next up, we have fire chief, Matt Fisher with Fire/Rescue Quarterly Update.

**Matt Fisher, Chief – Fire/Rescue Quarterly Update:**

Chief Fisher: Good evening. (couldn't understand) be back in person with the Board and to see everybody's faces but I wanted to hit on a couple of things this evening for the quarterly update.

First off, just to bring the Board up to date, June 1<sup>st</sup>, 2021, we were at 181 calls for the year. June 1<sup>st</sup>, 2020, it was about 173 so a little bit of an uptick. It's probably about the same as last year with what with COVID first came, there certainly was a decline in calls with the surge of people staying home and calling the doctor's office over the phone, our 9-1-1 calls went down a little bit then. So, it is still about par with last year.

Selectman McGarry: Matt, what is the percentage of rescue verses fire situation?

Chief Fisher: I would say, shooting from the hip, it is certainly, probably, 75 to 80% medical to fire. That includes (couldn't hear because of paper shuffling) in the medical realm of things.

Folks who, fire alarm activations, CO2 calls, chimney fires and anything else, we have to possible animal rescue that that we had this afternoon; a feline stuck in a tree; a little gravity assist to the ground but this woman called the station and we went out and tried to save the day.

We had another promotion in the department. Deb Wyman was promoted to the position of EMS Lieutenant to fill up our open slot at the fire house effective June 1<sup>st</sup>.

We have one current member taking Fire Fighter 1 and should be finishing at the end of this month. We have another two members finishing up the motor vehicle/criminal backgrounds to join the department. One will be, actually is finishing up his EMT class and the second member comes with previous fire experience and certifications.

Last time when I ZOOMed in, I got the Board's tentative or feeling towards an Oyster Stew, if you will. After discussing it with the officers, the feeling was more, maybe a "non" oyster stew but maybe a cookout, if you will, a non-oyster cookout.

Trying to find a date this month. Looking probably towards the end of June, there is a 5<sup>th</sup> Tuesday. It tends to be that we do all of our trainings and meetings on Tuesdays. (Couldn't understand), I'll extend the invite to the Board. It will most likely be June 29<sup>th</sup>, which is a Tuesday.

You guys have a couple of letters, if you will, in your packets for review. The first one, Assistant Chief Dubiansky helped me with.

When we were cleaning out the eaves, we found as he eluded to, about thirty pieces of radios from very different vintages and eras. One is about 15 to 20 years old that we could keep it if we can update the programming, we could use it one way or another. The rest really have no value or need to the department.

John reached out to a few local, amateur radio folks and there maybe some in town that would have interest in them just as collectibles or their hobby. The avenue to find a collector with the NEARFEST or a group of sorts who may want them but really, in my opinion, there's no value to the department or the town.

I would look for permission to find a better home for the equipment.

Chairman Robertson: Could somebody make a motion?

Selectman Dill: Do we say to dispose or ...

Chief Fisher: I would say find somebody who wants a couple here, a couple there and there are probably a couple that we will keep for sentimental, historical value. I'm trying to get my hands on an "actual" red phone that was used back in the day to have at the station. There have been red "colored" phones but not the actual system.

**Motion:** Selectman Dill moves to authorize the fire department to disposal of the old radio equipment accordingly

**Second:** Selectman McGarry

**Discussion:**

Selectwoman McHugh: The, there's nothing there that's historical that we should keep, Matt?

Chief Fisher: I think that there is one or two that we will keep for that sort of sentimental value but it's probably a pile, the size of this desk.

Selectwoman McHugh: Yes, I have seen the pile but I just didn't know if there was something historical that could be kept. I don't want to keep junk either but ...

Selectman Dill: If the NEARFEST people don't want it, it is pretty low.

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

Chairman Robertson: It is unanimous Matt so you can peruse it, save anything that's historical or departmental significance and do what you will with the rest.

Chief Fisher: Very good.

The next, the next item that I have, I have been working on a proposed pay scale for the part time fire fighter EMT positions.

Looking around at the end of year, I talked to the chief of police to see what steps he took to figure out the pay scale that he has for his department.

Reached out to, sent an email out to about 42 surrounding towns/departments in our mutual aid group and our neighboring towns. Heard back from a few of them and the date that I included, it's on page 2.

We currently have a practice of starting our fire fighter/EMT Basic at \$14.00 an hour and increasing that pay with certifications after that. On average, that is about \$5.00 an hour less than the departments that responded back to me.

While collecting this information, I saw Water Country was starting people off at \$15.00 an hour. Newton just posted \$16.50 for their starting pay and Sandown is around \$20.00 so the majority of our members, I should say, all of our members, it is a second or third job for them. I think if we could provide a little additional funding that might help prioritize Deerfield in their scheduling opposed to another avenue.

Chairman Robertson: I had seen a number of signs in front of McDonalds for \$14.00 and \$15.00 an hour for new hires, so I move, personally anyway, in adjusting. I don't know how the rest of the Board feels?

Vice Chairman Pitman: (Couldn't understand)

Selectman McGarry: (Couldn't understand)

Selectman Dill: Can you make it work; can you make it work in the budget?

Chief Fisher: Yes.

Selectwoman McHugh: This has been included in the separate money in case the default doesn't pass? Is this where you are getting the money?

Chief Fisher: We have had a significant shortfall of staff so far this year with people being unavailable. We have had a few members pick up quite a few shifts for the vaccine sites which has left a handful of open days so the money is in the budget to cover this.

My hope would be, long term planning for next year, a COLA raise would officially get this into the budget, if you will with the two positions with (couldn't understand).

Chairman Robertson: I think that we should probably have a motion.

Vice Chairman Pitman: How do we put a dollar amount?

Chief Fisher: I think if we look at, on page 2 where it states "Deerfield Fire/Rescue Proposed Pay Scale", I have it broken out for Deerfield members during probation, which would be their first year after they were hired to their post-probation and then additional compensation for further (couldn't hear).

Vice Chairman Pitman: So, is that under the "proposed" pay scale?

Chief Fisher: Yes. It would be the Deerfield Fire/Rescue Proposed Pay Scale breaks out the base pay during probation, base pay, post-probation and additional hours of compensation.

**Motion:** Vice Chairman Pitman moves to approve the Deerfield Fire/Rescue Proposed Pay Scale as presented

**Second:** Selectman McGarry

**Discussion:**

Selectwoman McHugh: What are we doing to get volunteers, Matt?

Chief Fisher: Well, we had a discussion at the last officer's meeting and we will be bringing it up at the end of the month and having a department meeting.

Between then and now, last month there was quite a bit of discussion in the officer's meeting about steps we could take to, I guess I will put it, having our call members reassess the available commitment they have to the community.

I would hope we will be able to get additional commitment from our current members. I believe, we always have a listing around town here and I believe online for, looking for volunteer members for the call department.

I've seen, I think Sanbornton, put out a nice little pamphlet flyer, if you will, about, "Get to Know the Department" and the possibilities of drawing (couldn't hear), that sort of thing.

I have a few things in mind, too to bring to the board of officers as to what we could do to move forward.

You know, now that COVID is over, we've done open houses in the past and we have had one or two people show up. I would like to think that more people would come.

Selectwoman McHugh: What is the stipend average per call for a volunteer? I was just wondering

Chief Fisher: It varies.

Selectwoman McHugh: you want to give the part timers more incentive. I think we need to find some kind of incentive for volunteers.

Chief Fisher: Okay. No. Absolutely.

So, the stipend average changes every month. We have the flat rate for the year for the money available. Every call, training, TEMPIS report, everything falls into a point. It depends on your certification. If you are an EMT, Advanced, Medic, Fire Fighter 1, Fire Fighter 2, it all falls into the equation.

The average stipend pay I would say, for the last three years, has ranged from about \$13.00 to about \$19.00 per point for the month. If it is a really slow month, if you will, stipends are worth more. If it is busy month, they are worth less but it is still, so if you go on a call, you do the report, it could last you an hour. If it's \$13.00 you could be looking at \$36.00 for that call so you could get some substantial assistance for the member for going out on that call.

But, the magic juice to get more people to come out, I don't know.

Chairman Robertson: Other discussion?

Selectman Dill: I was just going to say Matt, you left the chief off the pay scale here.

Chief Fisher: I get a stipend, I'm not hourly.

Selectman Dill: I just wanted to point that out that we might want to look at a pay scale for the chief, too.

Chief Fisher: Did I include, so in Allenstown, the fire chief gets \$33.50 an hour. Allenstown and a few other towns had a step program, if you will, that I did not want to incorporate at this time.

Getting a formalized pay scale would be step one.

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

Chairman Robertson: Anything else for us this evening?

Chief Fisher: The only other thing that I was that John and Ray filled me in on the oil tank issue and the oil furnace issue at South Station so I guess I wasn't sure what the Board was thinking. I'm sure that my understanding is still that information still needs to be gathered and prices to figure out but one way or another we want to go.

Chairman Robertson: We have some of that information this evening, I believe and one of the things that the Board discussed with Ray was putting a LP gas unit in there to replace that oil furnace.

A couple of reasons, primary one being that there is an underground 40-year-old storage tank there that is probably on borrowed time.

I don't know what your thoughts are regarding that. I have some recollection that we had talked about putting in an overhead propane unit in there.

Chief Fisher: Yeah, over all, I would certainly be in favor of transitioning to overhead Modine gas heater type system like we have at Central Station. It is, what I think, was trying to propose last year and trying to work with Mr. Pelletier about the sizing of the system and whatnot, would be a good step forward.

I know Mr. Lemay got me, I think the last couple of years, haven't had a chance to digest it, but what we were using for oil over the last couple of years, I don't have a lot of familiarity with oil furnaces and what they consume. I haven't lived in a house with it but I know that the one that we have there burns about two gallons of oil an hour and have heard that that is a bit much so I think that anything newer should be more efficient and I think transition to propane in the long run would be a benefit so we could pursue a standby generator at some point.

Chairman Robertson: Okay

Questions for Chief while we got him?

Vice Chairman Pitman: All set

Chairman Robertson: Hey John, do we need the chief to stick around even longer.

Mr. Harrington: Yeah. If he could.

Chairman Robertson: We would ask if you could stick around a little longer, we would appreciate it.

Chief Fisher: Sure.

#### **Serita Frey – Conservation Commission Quarterly Update:**

Chairman Roberson: Moving on to our formal agenda items, next up we have Serita Frey for the Conservation Commission Quarterly Update. I don't know if Serita is with us or not?

Mr. Harrington: Serita, are you joining us by ZOOM?

Chairman Robertson: Sounds like we don't have Serita with us this evening so I will move on to our regular business.

#### **Regular Business:**

Chairman Robertson: And I will start with Accounts Payable

#### **Accounts Payable Manifest dated June 7, 2021 - \$88,330.54**

**Motion:** Vice Chairman Pitman moves to approve the accounts payable as presented

**Second:** Selectman McGarry

**Discussion:**

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

#### **Review of Outstanding Minutes of June 1, 2021**

**Motion:** Selectman Dill moves to approve the minutes of June 1, 2021 as written

**Second:** Selectman McGarry

**Discussion:**

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

#### **Signatures/Correspondence:**

Chairman Robertson: Moving to signatures, we have first up, we have already voted on this. This is the notice of award to R & D Paving for the paving project. This requires one signature from the chair.

I will sign it and pass it along for your review.

Selectman McGarry: Just as a follow up with that, with the Notice of Award, we need to send out the contract document to sign and we would sign it.

And, following that, when you get that back, there would be a Notice to Proceed sent to them which is the clock to getting work done which, did we put 90 days?

Mr. Harrington: Andy, actually, there is two documents in there. That packet that you had, right there.

Chairman Robertson: I signed both.

Selectman McGarry: The other one is the agreement?

Mr. Harrington: Yeah, one page is and the other one is the agreement.

Selectman McGarry: And then we have a pre-construction conference shortly after that.

One of the items is that we're responsible for traffic control so we'll have to make arrangements for the highway crew to be able to do traffic control while they are putting down the pavement.

Chairman Robertson: We have a warrant item from the assessing department and this is requesting an abatement for a computer adjustment. This is for 70 Church Street, LLC in the amount of \$859.00.

The BOS on May 10<sup>th</sup> voted to abate the taxpayers \$8,800.00 LUCT (land use change tax). By the time the 2021 first issue warrant had already been processed, and the subject's property removed from current use.

As such, the first issue needed to be abated through the system. The property has been converted back to current use and the change reduced the assessment from \$87,300.00 to \$56.00 and the abatement is needed on the \$87,244.00 difference in value. It is a computer adjustment only.

**Motion:** Vice Chairman Pitman moves to approve the computer adjustment for 70 Church Street, LLC

**Second:** Selectman McGarry

**Discussion:**

Selectman Dill: This is just, I just want to clarify this, because it is kind of weird, we're not billing or refunding anything on this.

Chairman Robertson: No. And no check will be generated.

Selectman Dill: Or billed.

Chairman Robertson: This is just clearing the computer record.

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

Mr. Harrington: Andy, there was a miscommunication. They thought that it was June but it was July so I will let Matt...

Chairman Robertson: Okay, we have two other items requiring a vote.

The first is an update for an uncollectible check, electronic payment fee. It is essentially increasing our bad check fee to \$37.00 or whatever the bank charges us to vary from that and this is an update of the 2003 Board policy John had sent this out earlier with our documents but it does require a vote of the Board.

Mr. Harrington: The only substantive change in that is we added the word "electronic payments". The fee is the same as the last updated policy. Electronic documents cover any debit or credit card transaction.

Chairman Robertson: The other was just checks.

Mr. Harrington: Correct.

Chairman Robertson: So, we would need a motion to update this.

**Motion:** Selectman McGarry moves to update the policy as presented

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman Robertson: Okay, we have the official letter that John put together for the reopening of the George B. White Building. Hopefully, we will have a chance to look at it. This is based on our discussion last meeting.

I think that we had already made a motion ...

Mr. Harrington: That is just the formal letter.

Chairman Robertson: We just need to sign this unless folks had looked at it and have changes that they want to make.

Okay, moving to correspondence.

We have very little in here.

There is a letter from Theodore "Ted" Gatsas from the Executive Council updating us on the actions taken by the Executive Council.

#### **Town Administrator's Report:**

Mr. Harrington: First, getting back to a question that Alden asked last week about whether or not the town go out and seek another cable provider during negotiations.

I asked the lead of the consortium group who has been through a number of these negotiations. His response boiled down to, he didn't have any knowledge of any specific scenario taking place and he doesn't think that there is anything illegal with doing that.

The problem with finding a competitor is the expense of building a new system where a cable system already exists. He cited an example. Comcast approached Gilford and Laconia a few years ago to request a franchise and is now in the process of building a system even though Atlantic Broadband was already there.

He knows of several other towns that have asked Comcast to build there, too but so far, they only want to be in Gilford and Laconia right now so it is really whether or not another company is desiring to come to our community and build another system alongside Atlantic Broadband.

Selectman Dill: (couldn't understand) how the heck do we as Deerfield, solicit Comcast and see. I mean, do we just call them? Is there a specific request ...?

Chairman Robertson: I know there is some point of contact because I believe our Cable Committee in years past, has reached out to other providers and were told, "No" in short order that they have no interest in Deerfield given the size of the town and the ....

Selectman Dill: I know that there is probably no interest and I am well aware of that but I think it would just look better if we do.

Chairman Robertson: Yup.

Selectman Dill: At least we can say that we tried and they were not interested.

Chairman Robertson: And I think the one of the ways that we contacted them earlier was that folks were actually getting solicitations in the mail from Comcast and other providers and used that phone number to call back and they said, oh, we don't know how those were mailed to Deerfield.

Selectwoman McHugh: Do we still have that committee? Is that committee still around?

Chairman Robertson: I don't believe that committee is active at this point. Deb Bouvier and Harriet Cady were instrumental.

Selectman Dill: Do we want to restart that committee? Go back into the ten-year cycle again?

Chairman Robertson: I certainly don't think it is a bad idea. Is the Board in agreement that we should reconstitute the Cable Committee?

Maybe we want to come up with a different name for it as opposed to Cable Committee.

Selectwoman McHugh: (couldn't hear)

Chairman Robertson: Something along those lines. I think it started as the cable committee when we had satellite issues over at the parish building next, a click or two up from the Lazy Lion.

Selectman Dill: So, we're entering, we're still a year out, I think that we are on year ...

Mr. Harrington: I want to say, 2023.

Selectman Dill: We are planning ahead here for a change.

Mr. Harrington: Yes.

All of the announcements came out very early.

Chairman Robertson: We do have some guiding language not incorporation but just providing guidelines for the cable committee, from the previous committee so I think it would be good to put out the word that we are reintroducing it, reconstituting and will accept volunteers to be on that board.

Selectman Dill: Can't hurt.

Selectman McGarry: Yeah.

Selectman Dill: There is plenty complaining about the current situation of our internet so this is the chance to try to fix it.

Chairman Robertson: At this point, I would like to move ...

Mr. Harrington: I just had a couple of other things.

Chairman Robertson: Yeah, I was going to go back to you.

Mr. Harrington: Oh, I'm sorry. I thought that you were moving on.

I have a Ridge Road Extension update.

I did speak to Rick Pelletier who was able to tell me that Mr. Cross has already spoken to Mr. Davidson about the proposed driveway plan of using that section coming towards Ridge and Mr. Davidson is agreeable with that.

He has, Mr. Cross has already spoke to Mr. Anderson and has no issue with him accessing his property, as well.

Chairman Robertson: Hopefully, he has no issue with the Town of Deerfield accessing ....

Mr. Harrington: Didn't get any update on that and Mr. Cross will be applying for a driveway permit through the road agent.

Chairman Robertson: Okay.

Selectwoman McHugh: Is that driveway coming off Thurston Pond or is it coming off Ridge Road?

Chairman Robertson: It's, it's that section of Ridge Road that was discontinued. It actually has two names.

In 1939, it was discontinued as Thurston Pond Road when Thurston Pond Road was a straight shot from the end of Ridge up to Middle where George Thompson lives now.

Somewhere around 1991, the name changed and what had been Cross Road coming in from Mt. Delight because Thurston Pond Road and it went around the corner in a "L" shape up into Thurston Pond and that became Thurston Pond Road.

Selectwoman McHugh: So, it's not Thurston Pond, it's Ridge so is, oh it not part so I guess what I am asking is it coming off Ridge or is it coming off Range? Right? Is that ...



Chairman Robertson: It's coming off the discontinued extension of Ridge and hitting right at the sharp corner where Class V Ridge meets Class V Range.

Selectman Dill: It doesn't seem like a great driveway location.

Chairman Robertson: No. One of the things I think we should do; we have a packet of information regarding the status of Thurston Pond Road to review.

Also, had a quasi-conversation with legal, however, legal is representing other parties in this and may not be able to represent us so there is a couple of little information glitches I would like to get handled before we come back to this and yes, Dick?

Vice Chairman Pitman: Can we put this off until next meeting until we get a change to talk with legal to have them review?

Chairman Robertson: Yeah, I think that that would be the best way to proceed but I ...

Selectman Dill: The only thing with that Dick is if we put it off, are you going to tell the road agent not to issue the driveway permit at this time?

I don't want to be in a position that we're putting it off and the rest of the town's, the other town departments in charge are going to move ahead.

Chairman Robertson: Right. I don't know the exact sufficient distance and this is why I want a little more time.

Right now, the home owner is using that section of road to access the home site and there is a foundation and at least three walls.

Selectman Dill: But what I am saying, do we have to make a motion to have the road agent hold off until ...

Chairman Robertson: We could certainly do that.

**Motion:** Selectman Dill moves to advise the road agent to hold off handing off a driveway permit until Andy is able to research it.

**Second:** Vice Chairman Pitman

**Discussion:**

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

Chairman Robertson: That's a good plan.

Okay, other business, John.

Mr. Harrington: Back to the South Station and the heating issue with the furnace and the inground tank, Ray has done a little bit more work in finding a person or an entity to get the remaining oil out of the tank and getting the tank out of the ground and disposing of the tank.

That can only be done by a licensed vendor. He contacted Dave Drapeau who's local and there is approximately 375 gallons in the tank right now.

He's willing to transfer it out of the existing tank, over to the highway garage, remove the tank and discard it for \$2,500.00 and that includes a filed report with DES that we would get a copy of that we would need to keep ahold to.

Selectman Dill: Does that include filling in the hole?

Mr. Harrington: I don't know.

Selectwoman McHugh: That's not removing the tank, just emptying the tank?

Mr. Harrington: No, that's removing the tank and discarding the tank so I am going to go out on a limb and assume that the hole would be filled back in. He is going to dig it up.

**Motion:** Vice Chairman Pitman moves to have Dave Drapeau empty, remove and discard the inground oil tank at South Station and provide a letter for DES

**Second:** Selectman Dill

**Discussion:**

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

Chairman Robertson: That seems like a reasonable amount.

Mr. Harrington: That's a start and there are still more steps to get that.

Selectwoman McHugh: And that's going in the Highway Shed's oil tank?

Mr. Harrington: They have three, 275-gallon tanks in their facility right now so this 375 will fit in there without a problem.

Selectwoman McHugh: In the fuel tank, though?

Selectman Dill: Actually, Cindy has a good point. Don't we have to replace the one at the highway shed?

Mr. Harrington: They have two storage tanks, two 275-gallon storage tanks in addition to the tank that is attached to the furnace. It is going to go into the storage tanks.

Selectwoman McHugh: So, which one is leaking?

Mr. Harrington: The actual tank to the furnace.

Chairman Robertson: There are three tanks total. Two backups hooked to the one that fuels directly to the furnace.

Mr. Harrington: No. They aren't going to fill the ...

Selectman Dill: I saw exactly where Cindy was coming from and wanted to make sure that we weren't filling something ...

Mr. Harrington: No, I appreciate the question.

Selectwoman McHugh: No, I get it, it's not going into the fuel tank that is outside. This is going into the highway shed's tanks, heating tanks.

Mr. Harrington: Yes. Okay? Before I move on.

We are still waiting for a quote on the natural gas installation from a vendor. Ray's having trouble getting someone on the phone to give us an estimate as to how much that would cost.

And, we are still waiting on a quote for removal and discarding of the furnace, itself in South Station.

So, those are two more pieces to come when I have more information.

Last, you have a quote in your packet for the library ventilation system from Accurate Air. That is the vendor that gave us the quote for the George B. White ventilation system.

We went over and reviewed the current situation and gave us a quote for \$15,900.00 to put a ventilation system in over at the library.

And, I do have a recommendation for the Board, given that we did put out a bid for the George B. White for ventilation for almost a month and we only got one vendor to respond and it was the vendor that gave us the original quote and time on that installation is already pegged at six to eight weeks before we can get the materials to begin the work, my recommendation is for the Board to use their authority to waive the bid process, given they can do this as a single source vendor and consider approving this quote as is.

Chairman Robertson: And your intent is to try and bill this thorough the ...

Mr. Harrington: American Rescue Plan

Chairman Robertson: Money as well.

Mr. Harrington: Yes.

Selectwoman McHugh: Now, we are back to talking about the George B. White building, no?

Mr. Harrington: Both, both, both.

Selectwoman McHugh: The library is going to be paid by that too?

Mr. Harrington: Yes. Anything to do with infrastructure ventilation related to the mitigation of COVID-19 or any of its transmission, is covered.

That is what Denny and I are firmly believing now after listening to many webinars and looking at a lot of paper.

Chairman Robertson: So, the long and short of it is that we might get not get quotes beyond this.

Does the Board want to move forward at this time?

Selectman Dill: My only concern is that I haven't been here long enough to see if we can waive the bid process.

Chairman Robertson and Mr. Harrington: Yes.

Mr. Harrington: It's in your policy.

Chairman Robertson: It's at our discretion.

**Motion:** Selectman Dill moves to award Accurate Air for their quote of \$15,900.00 and waive the bid process just because we didn't receive a bid on the last, similar job

**Second:** Selectman McGarry

**Discussion:**

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

Mr. Harrington: And, that's it for me this evening.

Chairman Robertson: Okay moving onto Unfinished Business.

#### **Unfinished Business/Other Business:**

Chairman Robertson: I assume that everyone saw the email forwarded from Cathy Francoeur at Mas Café asking if she could continue to use her outside seating.

I think the only concern the Board would have, you know, if there was live music in the parking lot past 9:00 pm, something like that, there may be concern, but I didn't see any reason or concern with them continuing to have outside seating.

Vice Chairman Pitman: I think it is a great idea

Selectman McGarry: One other issue would be outside seating taking parking spaces and just a reminder to them that nobody's supposed to be parking on 107 and they shouldn't be parking on Nottingham Road either. It should be keeping it within the parking lot that they have.

Chairman Robertson: I think she may have to come back to us for a letter. The Liquor Commission suspended its usual process in an effort to get things going for COVID but I know in the past, if you wanted to have outside seating, you had to come to the Board and have them send a formal letter to the Liquor Commission.

Selectwoman McHugh: I think this is what she's trying to do before that comes out.

Chairman Robertson: Okay.

Selectwoman McHugh: She's trying to get our approval.

Chairman Robertson: I think that the Board, if you could communicate to her, John, that the Board is approving of her continued outside seating and if she needs further paperwork for the Liquor Commission, let us know. We can generate what's needed.

Other unfinished or new business.

I know at the last meeting, we had, the Board expressed a desire to have an exit interview with Carl. I do not have him here this evening. Couple of reasons, one, he's still working, hasn't exited yet and two, given the weather, he's working 10-hour days right now and I thought as long as he was still employed with us and as long as he was in the heat the better part of the day, it could wait until the next meeting. That's why he's not here.

Members agreed.

Other new business or other business that folks have?

Voting tomorrow, obviously.

Selectman Dill: Tomorrow is probably the first thing that we want to talk about.

Chairman Robertson: I'll be there at 7:00 am. Hopefully we can get ...

Vice Chairman Pitman: I'll be there at 7:00 am.

Selectman McGarry: I expect to be there at 7:00 am. I have to leave at 9:00 am to go to a construction conference in Plaistow and I will be back.

Chairman Robertson: The second part of tomorrow ...

Selectman Dill: I will be there at noon right through to the end.

Chairman Robertson: Okay. The second part tomorrow is Erik Gross and Dan had sent me an email wondering if the Board is interested in making mask optional tomorrow so they can do away with the mask section tomorrow.

There are also some ballot clerks who say if they have to wear a mask in a 95-degree building tomorrow, they're not coming.

Vice Chairman Pitman: I don't see why we can't try it.

Other members of the Board stated to make it optional.

Selectman Dill: Dan's planned the rest of this.

Chairman Robertson: The Board's not against it, then if Dan and Erik are comfortable.

Dan and Erik's plan is to have all the windows open. They are running fans.

Selectman Dill: Yeah, anyone that wants to bring fans for the morning, we will take them.

Chairman Robertson: I'm bringing a cooler of ice and a fan and sitting in the car.

Selectwoman McHugh: We need one of those misting things.

Chairman Robertson: I'll talk with Erik and Dan tonight and if they are comfortable ...

Selectman Dill: This is why we waiting until June. I mean, this is exactly why.

Not to do it in ninety-degree heat but ....

Chairman Robertson: I also don't think that beyond 7:00 am, we would have much of a mass of people in that building. In fact, I'm hoping that we see some people 8 to 5.

Other new business or unfinished business:

Selectman Dill: With the Rec Commission, there has been a push on the Gazebo Field to get that flattened out and fixed.

We were waiting for the town engineer. He was supposed to come down. Jeff Shute was able to secure our local surveyor. They went out and surveyed it on Sunday but it's beyond what a surveyor can point at that and say, yeah, we have to fill that dip in. He still needs some engineering work done on it.

So, Jeff, the Rec Commission wanted to see what our next move was on it. My thought was that we send it to the town engineer and see if they can get us an engineer plan so we can move ahead.

The reason we're trying to push here is that if we are going to do Old Home Day with the chicken barbeque, it doesn't make much sense to put up a pit to cook and then take it apart and then fix the field.

Also, the ultimate goal is if we can get this fixed before, it would be awesome.

Chairman Robertson: I don't know what the will of the Board is? We could certainly send this to Steve Keech and say do we need, get some feedback here.

Selectman Dill: And the thing is, John, could you see how long Steve's out time is on this? I know the engineering world is busy right now but...

Mr. Harrington: I know, Nick initially contacted him and he was supposed to be onsite within a week. That was two months ago.

I don't know what his schedule is like. I believe that was to be done at no cost to the town. I can certainly reach out ...

Selectman Dill: What I am hoping now that there is a survey plot that we can send him so he doesn't have to come out to do the surveying. Jeff was hoping ...

Selectman McGarry: He could just look at the ...

Chairman Robertson: The elevations ...

Selectman Dill: Yup.

Mr. Harrington: Do you have that?

Selectman Dill: Jeff Shute or Dwight Barnes will have it.

(Multiple members talking on top of each other)

Selectwoman McHugh: This is leveling this off for the ice-skating rink?

Mr. Harrington: Yes.

Selectman Dill: And barbeque pit and basically trying to take care of that hole that is right next to the sprinkler control building.

Chairman Robertson: It becomes a pond if we have a year that it actually rains.

Selectwoman McHugh: I'm just concerned about the cost in getting an engineer in there and getting it filled in ...

Selectman Dill: We are kind of hoping we can get some of the excavation donated and first, we need a plan.

Vice Chairman Pitman: Do you have a plan on the price?

Selectman Dill: We can't get a price before we have a plan though, is the issue.

Mr. Harrington: So, what do you have now?

Selectman Dill: They have a, they surveyed it so we have our elevations and everything else so they have that but they don't have the engineering plans so they don't know, we don't know what (couldn't understand) we need to bring in so ...

Selectman McGarry: Survey plan.

Selectman Dill: Yeah.

Selectman McGarry: That we could give to Steve ...

Selectman Dill: Exactly.

Mr. Harrington: And Jeff or Dwight has that?

Selectman Dill: Yes.

It just seems better to get an engineering plan rather than just backing up with a load of fill and dump it in there.

Mr. Harrington: I will certainly contact Steve tomorrow to see what his availability is and whether or not he can use that survey plan to give us some information.

Selectman Dill: Thanks John. That's all I had.

Chairman Robertson: Other business?

Dick?

Vice Chairman Pitman: All set.

Okay, at this time I would look for Citizen's Comments if we have someone wishing to comment.

**Citizen's Comments:**

**None**

**Motion:** Vice Chairman Pitman moves to adjourn at 6:15 pm

**Second:** Selectwoman McHugh

**Discussion:**

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

**Next Meeting: Monday, June 21, 2021 at 5:30 pm**

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