

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
October 12, 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

Chairman Robertson: Okay, our first posted order of business this evening is to open the salt shed bids.

**Salt Shed Bids:**

Chairman Robertson: Do we have bids, John.

Mr. Harrington: Yes.

Chairman Robertson: We have the highway agent as well so that's good.

Mr. Harrington: We have, we received two bids.

Chairman Robertson: Okay, the first bid we have is from Champion Manufacturing Construction. They specialize in site work, land clearing, decks, docks, additions, home remodels, drywall, trim carpentry, doors, windows, rot repair and pressure washing.

"Dear Town Office of Deerfield:

Please find attached proposal for your addition at your sand shed at 10 Church Street, Deerfield. The following includes all necessary materials and equipment to complete your project.

We are pleased to present this proposal to you.

Signed: Seth Butler"

Okay, the total bid is \$17,250.00. That includes all materials, building approximately thirty feet, including a thirty-four-knee wall, approximately thirty-six inches in height. Install 2 x 12 rafters from the end of the existing roof to the knee wall; strap out the knee walls and rafters; install collar types; install collar types; install similar metal ribbed roofing; fill in the back wall with framing and strapping; install shiplap siding on all exterior walls; continue the fascia and soffit from existing building down to the knee wall corner; paint or stain the shiplap; clean up and dispose of all debris.

Conditions are a total contract amount of \$17,250.00. A deposit of \$8,625 due prior to starting project. Scope of work attached. Balance due of \$8,625.00 upon completion and there is a scope of work and an agreement attached to this.

Pass that down for your review.

Vice Chairman Pitman: Does it say where they're out of, Andy?

Chairman Robertson: It does not.

Vice Chairman Pitman: (couldn't understand)

Mr. Harrington: Stratham, NH, Dick.

Chairman Robertson: And the second quote we have is from Triple Construction and this does not say where they're out of? Does it say on the envelope, John?

Mr. Harrington: It does not.

Chairman Robertson: Hudson, NH actually. I've got their certificate of insurance on the back.

So, Triple Construction is pleased to propose how they will furnish labor, materials in accordance with the attached specification for the sum of \$29,594.00. Add alternates to consider that are not included in the proposed amount noted above.

Furnish, install all materials and labor to seal the exterior shiplap of the new addition and existing building with a weatherproofing stain and that would add an additional \$3,197.00 to the \$29,594.00 quote.

They have a list of clarifications and a list of exclusions based on our specifications and they've attached a certificate of insurance.

Selectman Dill: And that was it, correct?

Chairman Robertson: And those are the two that we received.

Mr. Harrington: Just the two.

Vice Chairman Pitman: So, do we, do we turn this over to Steve and Ray to look at or how do we ...?

Chairman Robertson: I think that's probably the best ...

Vice Chairman Pitman: Do you have the specs?

Chairman Robertson: They can give them a call if they have any questions about it or, then make a recommendation to us.

Vice Chairman Pitman: That all good with you, Steve?

Mr. Rollins: (couldn't hear as he was talking from the audience)

Vice Chairman Pitman: We'll meet next week so ...

Chairman Robertson: All right. We'll have Steve and Ray review the quotes and make a recommendation to the Board.

Selectman Dill: This is coming out of the impact fees, right?

Mr. Harrington: Yes. That's how we were doing it.

Selectman Dill: What was the amount of the impact fees that we were looking to work with here?

Mr. Rollins: Originally, we had this one back before everything went crazy on prices and stuff but we had a price to get this done for right around \$5,000.00.

Selectman Dill: No, I meant, what was the impact ...

Mr. Harrington: I don't have that figure for you, Alden.

Mr. Rollins: (couldn't hear)

Selectman Dill: Okay.

Chairman Robertson: Okay, well, we'll proceed in that fashion unless anyone has any other recommendations at this point and it does not look like they do.

So, we will move to the 2022 Budget review and we're going to start with Personnel Administration which is on page 15.

### **2022 Budget Review:**

#### **Personnel Administration – Page 15**

Chairman Robertson: And, we have new pages that were provide this evening for this.

We have a requested amount of \$102,330.00 which is up 17 percent from the prior year. Do not have a lot of backup beyond the lines that increased.

Mr. Harrington: Those are all based on salaries.

Chairman Robertson: It's FICA and Medi.

**Motion:** Selectman Dill moves the Personnel Administration line as presented at \$102,330.00

**Second:** Selectman McGarry

**Discussion:**

Selectman Dill: If that's just based on salaries and there's no backup, there ...

Mr. Harrington: There are. You can adjust it. Those percentages are fixed.

Selectman Dill: Yes.

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

Chairman Robertson: Okay, moving along to Insurance on page 26.

#### **Insurance – Page 26**

Mr. Harrington: I'll ask the Board to table that as I have not received current insurance numbers yet.

Chairman Robertson: Okay.

We're still expecting a comparison chart from Bill?

Mr. Harrington: Yes. I've been in contact with him. He hasn't received them yet.

Chairman Robertson: And he's likely to get jerked along for a while before he gets all that.

Which brings us to Waterholes which is page 36. Waterholes and Forest Fire

#### **Waterholes/FF – Page 36**

Selectwoman McHugh: He's trying to get in.

Chairman Robertson: Yes, right on time. Seize the mic, Matt.

So, for water holes and forest fires, we have a requested amount of \$6,503.00. This is down just about 10 percent from the prior year. We do have some backup and we have the fire chief with us now and if he could detail any highlights or just give us a brief explanation for the decrease.

Feel free to a minute to get your notes and paperwork ready.

Chief Fisher: Start on the waterhole one first, right?

Selectwoman McHugh and Chairman Robertson: Yes.

Chairman Robertson: Looks like you're down about \$700.00 from the prior year.

Chief Fisher: Yeah, and that reflects directly on the firefighter telephone line. I, to date, don't believe I've coded anything this year on that line.

I believe that leaves a little money in there for the deputy warden's phone or services along those lines but the only expenditures to date this year have been the waterhole maintenance and we used some money on the forestry grant line for the forestry grant we received last year for the matching funds grant.

Chairman Robertson: Questions for the chief?

Selectwoman McHugh: Are the waterholes getting maintained? Have you done nay maintenance on them this year?

Chief Fisher: So, at the beginning of every season, I work with Ray and we have the vendor, whoever it is that year, go around and do any snow plow repairs so yes, there would have been, should have been annual service in the spring to clean things up after snow plow damage.

Selectwoman McHugh: And, the mowing contracts are on this too? On this line?

Chief Fisher: Yes.

Vice Chairman Pitman: They've been mowed well this year. I just wanted to further Cindy's comment as far as if some of the weeds that you see growing and if and when they ever need to be dug out.

Chief Fisher: So, that, that would be planned through the capital reserve fund we started a couple of years ago for if we have to get permits through DES and do dredging, if you will and excavate the waterhole to reclaim any ground that we've lost.

Vice Chairman Pitman: So, you're keeping an eye on that.

Chief Fisher: Yes.

Vice Chairman Pitman: Thank you.

Chief Fisher: I do have a few that I have my eyes on for installing dry hydrants or fixing dry hydrants which will have to go through the permit process for.

**Motion:** Vice Chairman Pitman moves to approve \$6,503.00 for Waterholes/FF

**Second:** Selectman Dill

**Discussion:**

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

Chairman Robertson: Okay, which brings us to the Fire and Rescue Department which is on page 37.

### **Fire/Rescue Department – Page 37**

Chairman Robertson: And for whatever reason, I ...

Okay, so we have a total request for 2022 in the amount of \$326,904.00. That's a \$24,300.00 increase. About an eight, eight and a half percent.

We've got backup of the items increasing and decreasing and if you could just us the highlights again, Matt, and answer any questions.

Chief Fisher: So, if you remember when fire and rescue merged, it was basically the two budget lines came together as one which is why you'll see like the protective equipment gear line is because we've been in a default budget every year, is still the default budget of \$62,430.

I'm changing that for the proposed budget to \$27,000.00 for the gear this year and aligning those funds where we've basically been spending the past few years to kind of make things when you look at the expense report every two weeks or whenever Pete does it, kind of more in line with what we're spending. The increase this year would have been the reflection of the adjusted pay scale back in June that the Board adopted with the wage rate increases.

Chairman Robertson: Questions for the chief?

Selectwoman McHugh: How many, these five sets of turnout gear, is that replacing gear that we already have that needs to be replaced?

Chief Fisher: Yeah, replacing that and for new members where the gear we have is either 10 to 15 years or older to give them or the gear we have doesn't actually fix them so that's what I'm looking at every year as a, you know, a budget every year, what we may or may not spend.

Selectwoman McHugh: Okay. Just to let you know, C4 doesn't have a phone anymore.

Chief Fisher: Okay.

Chairman Robertson: Other questions? Fred?

Selectman McGarry: We're showing an increase of \$5,700.00 on vehicle maintenance and repair. Are we looking at any specific items that ...?

Chief Fisher: So, looking over the past few years, so that, that was the \$12,280.00 is what was in the default budget years ago and as to date with vehicle maintenance, we are, for this year's budget, \$18,887.00 so it's more in line with what we are spending on maintenance to keep our fleet in service and just where maintenance is these days.

Selectman McGarry: Right.

Selectman Dill: On that Matt, how much of that is the chief's vehicle?

Chief Fisher: For this year, I would have to refer to Pete. Year on year, several thousand dollars every year, yes, to pass inspection.

Selectman Dill: Okay.

Selectwoman McHugh: I think a lot of that was on Rescue 1, too.

Chief Fisher: Yes, so this year, like I was saying, I, I would have to check with Pete as to what we've spent on the Tahoe. I don't think it's the amount it has been in the past.

Selectman Dill: Are we putting anything to replace that again this year? Are we going to let it sit for another year?

Chief Fisher: It's up to the Board.

Selectman Dill: Well, are you proposing anything on it?

Chief Fisher: I don't currently plan on it. No, if it, this year wasn't an astronomical amount of money. It passed inspection without too much pain.

I think the issue we're going to get into, which we did in the past, if we go for a warrant article and it fails, and then it dies, we can't replace it that year. So, if it were to find its end of life suddenly, we have other funding avenues to, apparatus replacement fund, something to replace it.

Selectman Dill: What year and how many miles on that thing now?

Chief Fisher: It's a 2004. It has 169,000 miles and about 5,500.

Selectman Dill: Okay.

Chief Fisher: Off the top of my head.

Selectwoman McHugh: Keep in mind, our medical vehicle is in tough shape right now, too.

Chairman Robertson: Yes.

Selectwoman McHugh: Matt, of the four firefighter classes...

Chief Fisher: Yes.

Selectwoman McHugh: Have we gotten anybody in a firefighter class the past couple years?

Chief Fisher: Ernie Roberts was the only one that was able to get in the class this year that was held in Newington.

Selectwoman McHugh: And how much are they if we don't host it. I know we could get a deal if we hosted it but how much is a class.

Chief Fisher: So, the state, one of the chiefs up north was able to work with the legislature and get some pretty substantial discounts for members who are part of departments and it's a few hundred dollars right now but that's only going to last for the state's allocated budget cycle.

In the past, I think, I think between firefighter 1 and firefighter 2, but I'd have to review my notes, was substantially less than an EMT class. I want to say firefighter 1 was around \$500.00, \$600.00 and has now decreased a couple hundred dollars through the state's funding this year.

Chairman Robertson: Other questions for the chief?

Selectman Dill: How are we doing on part-time coverage and you got enough people to fill shifts or ...

Chief Fisher: So, right now we're, with the budget we have, 90 hours a week available. We are hitting on average, 70 to 80 typically since we hired the last gentleman a couple weeks ago.

Chairman Robertson: Further discussion, Fred?

Selectman McGarry: All set.

**Motion:** Selectman McGarry moves to approve the Fire Department budget of \$326,904.00

**Second:** Selectman Dill

**Discussion:**

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

Chairman Robertson: And, next we will move to the Highway Department which is pages 44 through 51.

### **Highway Department – Page 44-51**

Chairman Robertson: And, I'm going to do this in sections and work my way to the total and then turn this over to Steve.

For highway employees, we have an amount of \$217,285.00. We've got the backup for those employees who we have and hours for them.

For Highways and Streets, we have a request of \$388,003.00.

For Road Resurfacing, Tarring and Sealing, we have requests for \$1,876.00.

And, for Road Reconstruction, we have a request of \$331,629.00.

Gravel, we have a request for \$20,001.00.

Which brings the Highway and Streets total to \$741,509.00.

At this point, Steve, if you could touch on the highlights for the plans you've made.

Mr. Rollins: Basically, it's the same budget that we asked for last year and it's just the same increase that we went, you know, to try to make up for the last 10 years of no increase, not really make up but get us to where we need to be for that and that really doesn't include this year and obviously everybody knows this year went crazy so it's the same as last year.

Chairman Robertson: Questions for the highway agent?

Selectwoman McHugh: We don't, you're having your budget here for a foreman so do we need a foreman at this point?

Mr. Rollins: Well, that's another thing I wanted to speak to you people about tonight was what we were doing with that because you guys were having a ....

Selectwoman McHugh: I mean, that would be almost be \$60,000.00 right out of your budget if we didn't need a foreman.

Mr. Rollins: I'm going to have to get a part-time person or something pretty soon to fill in for Carl. It's been since July. I'm going to be down a plow truck so if we don't replace him pretty soon, I either have to hire another truck and let one of ours sit or hire a part-time guy that will come in and just plow with one of our trucks.

That is a little bit harder to find just because most of the guys that put in to be part-time help for us, already plow.

Selectman Dill: Which is, I was going to ask you, Steve, the \$65,000.00 increase on the plow line on the winter maintenance, contracting line, does that include adding another truck or is that the number of trucks we were running last year.

Mr. Rollins: That's the number of trucks we were running last year.

Selectman Dill: Which is currently how many?

Mr. Rollins: Including ours?

Selectman Dill: No, just contractors.

Mr. Rollins: Just hired trucks, nine, I think.

Selectman Dill: So, it's more of just the increase, the anticipated increase that we're going to pay for hiring in trucks, okay.

Chairman Robertson: Other questions for the highway agent?

Selectwoman McHugh: I don't know if this is for Steve or whoever it's for, there's a few lines here of leasing equipment, I mean, a couple of them just have a dollar in it.

Mr. Rollins: I think that's just to keep the line open.

Selectwoman McHugh: Why do we need three lines of leasing equipment?

Mr. Rollins: That was suggested.

Mr. Harrington: This goes back three budgets ago when the thought was if we're going to lease equipment, we wanted to know where that equipment was going and what it was used for.

Was it used to move material around? Was it used to plow? Was it used to do road work and because we've never had a budget pass, those lines have never gone in.?

What happens now is it's mixed in with other general categories and its very hard to tease out how much it's actually costing us to lease equipment for a particular job. That's why their back in there.

Mr. Rollins: I do believe that, I mean, we have rented excavators and rollers and miscellaneous different equipment over the years. Sweepers, whatever. I don't know if that would fall into that. You know if it was a regular basis type thing or I mean, now, we kind of flip it into the road reconstruction.

I mean, it's all the same money. It's just a matter of ...

Selectwoman McHugh: It's just one of them, you have money in there and the other two, there's a dollar.

Mr. Harrington: Those, those are the new ones.

Mr. Rollins: Probably the money that's in there is from a year that was actually used and that number was carried forward.

Mr. Harrington: That is the only budget line that actually has budgeted money for a leasing so you either dump all your lease equipment expenses in that one line but it's very hard to discern where it's being used so we broke it out into the individual budget categories. That was from three years ago.

Selectwoman McHugh: Don't change anything whatever you do.

Selectman Dill: Andy, we're dropping \$2,000.00 out of diesel?

Mr. Rollins: Excuse me?

Selectman Dill: On diesel line, we had \$16,500.00 for last years and we're asking for \$14,300.00 this year.

Mr. Rollins: I'm not sure what happened there.

Selectman Dill: I think we'd probably want to keep that level since ...

Mr. Rollins: Yeah,

Selectman Dill: Diesel's going up.

Mr. Rollins: Oh, definitely.

Chairman Robertson: So, what was the amount, Alden?

Selectman Dill: \$16,500.00 is what we had in there last year.

Chairman Robertson: And we're requesting \$14,600.00?

Selectman Dill: We are requesting \$14,394.00 so do we want to ...

Chairman Robertson: I can't do that in my head.

**Motion:** Selectman Dill moves to adjust line 636 – Highway Diesel to \$16,500.00

**Second:** Selectwoman McHugh

**Discussion:**

Chairman Robertson: Okay, and I'm going to need to ...

Selectman Dill: That'll change the whole total.

Selectman McGarry: Right.

Chairman Robertson: Actually, do that because the Highway budget without administration is \$524,224.00, I believe or no, no it isn't, it's the it's the \$741,509.00.

Mr. Harrington: Correct, so you'd have to increase the \$741,509.00 by that difference.

Chairman Robertson: Yes.

Mr. Harrington: It's an increase of \$2,106.00

Selectman McGarry: Right.

Selectman Dill: Oh. Actually, we had the math done already for us.

Selectman McGarry: Exactly.

Mr. Harrington: I get a new total of \$743,615.00, Fred, is that right?



Selectman McGarry: Yes.

Selectwoman McHugh: Yes, we have heating oil over there or propane?

Mr. Rollins: Oil.

Selectwoman McHugh: Where's, what's the propane for?

Mr. Rollins: No idea.

Selectman Dill: Do you use it on the ...

Mr. Rollins: Oh, the generator.

Selectwoman McHugh: Okay.

Mr. Rollins: Sorry, yes, the generator. I had to think about that.

Selectwoman McHugh: I thought you got a new furnace.

Mr. Rollins: We have waste oil. We have home heating oil and we have the generator.

Selectwoman McHugh: Okay.

Mr. Rollins: I got thrown off with the heat part.

Selectwoman: I thought it was a new furnace.

Selectman McGarry: We're showing a \$26,000.00 increase on salt. Have the salt prices gone up quite a bit or what?

Mr. Rollins: Yes, well, I mean, they do, I mean so that's, on this budget, this is a 10-year catch up so over the last ten years its gone up x percent and we broke it all down last year and that's how we came up with this number.

We're just trying to get level. Trying to get caught back up to where we should be.

Mr. Harrington: Fred, if you look at the actual 21 expenditure, we've spent \$31,357.00 this year for salt.

Selectman McGarry: Yeah.

Mr. Harrington: That's accumulated from January to date so we're consistently overspending the salt line.

Mr. Rollins: Because we're working on salt prices from 10 years ago.

Selectwoman McHugh: But we haven't gone over that line, right?

Mr. Rollins: Yes, we have.

Selectman Dill: We haven't gone over it so far this year but we're also not back into, we're going to be in salt usage from.

Chairman Robertson: Depends on how soon it starts freezing.

Selectman Dill: Yeah.

Mr. Rollins: Right.

Selectman Dill: From the end of November, you know, mid-November into December 31<sup>st</sup>.

Mr. Rollins: One small savings grace is I have a full shed right now but I mean, that's good for two storms.

Chairman Robertson: Yeah.

Selectwoman McHugh: So where am I missing that in the previous budgets that you went over?

Mr. Rollins: It goes over every year.

Selectman McGarry: Yeah, because we were showing for 202, we had \$46,000.00 and I don't know, I don't know how 2020 compared with previous years as far as snow and ice is concerned.

Mr. Harrington: I'd have to also go back and look which years we dipped into the Highway Emergency Fund to offset salt and sand. There were a number of years in the past five years where we had to do that.

Selectman McGarry: Okay.

Mr. Harrington: This budget, the way this is laid out wouldn't reflect that.

Chairman Robertson: Other concerns?

Vice Chairman Pitman: We'll be looking at this again, correct?

(couldn't understand who said "Pardon")

Vice Chairman Pitman: We'll be looking at this again?

Chairman Robertson: We will and we actually have to make two motions on this. We need a separate motion for the Administration portion of the budget which is \$217,285.00 and a separate motion for the Highway and Streets total which is \$743,615.00.

We can either make a motion this evening or we can look at it a bit longer or ....

Selectman Dill: I'm okay to move it but I didn't write those numbers down.

**(NO VOTE WAS TAKEN ON THE MOTION OF DIESEL LINE CHANGE)**

**Motion:** Selectman McGarry moves to approve the Highway Administration for \$217,285.00

**Second:** Selectman Dill

**Discussion:**

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

Chairman Robertson: And then the second number for Highways and Streets is \$743,615.00 and that includes the bump up for diesel that Alden had amended.

**Motion:** Selectman Dill moves to approve the \$743,615.00 as amended

**Second: NO SECOND**

**Discussion:**

Chairman Robertson: We don't have a second so we can not bring that forward this evening. We will come back to that after people take a more thorough look at the Highway budget.

Selectman McGarry: Yeah, and John, can we get a breakout as to the expenditures from the Emergency funding?

Mr. Harrington: Yes.

Selectman McGarry: Of the various categories.

Vice Chairman Pitman: At the end of the day, we're looking at a million-dollar budget.

Selectman McGarry: Yeah.

Selectwoman McHugh: How come the sand, I'm assuming the sand is for winter stuff too. That didn't go up.

Mr. Rollins: Not sure.

Selectwoman McHugh: I mean, I know what you're saying, you're trying to catch up with the default budgets and stuff so I'm just wondering why the salt went up ....

Mr. Rollins: That could be an oversight. Originally, we just, I looked up, did some research and found out how much road reconstruction and maintenance had gone up in the last ten years and I came back to the Board with x number of percent that had gone up in the last ten years and then at that point, it was recommended that we break it down to "how much lights went up", how much gas went up, how much parts went up, how much materials went up and it's possible that somehow, maybe got overlooked. So, maybe that needs to go up a little bit, too.

As it was, the percentage that I had ...

Chairman Robertson: It actually did go up quite a bit.

Mr. Rollins: Did it? Okay.

Chairman Robertson: The 2021 budget was \$22,982.00 for sand. We actually spent \$32,028.00 and you're requesting \$31,000.00 so yeah.

Mr. Rollins: So, it was adjusted. Okay, but I'm just saying it may have been overlooked.

Chairman Robertson: No, it wasn't. It was the same 34.9 percent.

Mr. Rollins: Okay.

Selectwoman McHugh: I was just looking at the cost of salt and then how far that went up.

Selectman Dill: Salt has always outpaced sand anyway.

Chairman Robertson: Okay, so moving on so that brings us to Bridges on page 52 which is part of the Highway budget just after the grand total and we keep a dollar in that line.

#### **Bridges – Page 52**

**Motion:** Selectman Dill moves to approve the Bridges budget of \$1.00

**Second:** Vice Chairman Pitman

**Discussion:**

Chairman Robertson: There's not much to question I don't believe but if they are...

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

Chairman Robertson: And from there, we move to dams which is also just another page flip without a tab.

#### **Dams – Page 54**

And, we have \$500.00 requested. Last year we requested \$400.00. This is for fees and maintenance.

Selectman Dill: Did the dam fees go up?

Chairman Robertson: That's what I'm trying to find out.

Selectman Dill: Because we spent \$400.00.

Chairman Robertson: It does appear that the dam fee went up. We have a \$500.00 expense for the Freese's Pond Dam fee.

**Motion:** Vice Chairman Pitman moves to approve the Dam

**Second:** Selectman McGarry

**Discussion:**

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

Chairman Robertson: Thank you, Steve. I think that gets us through the Highway portion of the budget and we move next to the library which is page 69.

**Library – Page 69 (corrected to Page 71)**

Chairman Robertson: We have a librarian or a library trustee. Given the mask, I can't quite decide.

Ms. Stimmell: Good evening. I'm Sadie Stimmell and I'm a trustee.

Chairman Robertson: Thank you.

And, we have a Library budget request in the amount of \$152,387.00. That's \$43,757.00 increase which ...

Selectman Dill: Andy, could I just ask a real quick, what page we're on because my page 69 of the budget is the ...

Chairman Robertson: Page 71.

Selectman Dill: 71. Thank you. I had Veasey Park. Thank you.

Chairman Robertson: And, if you could just give us the high points and or low points of the budget.

Ms. Stimmell: Sure, we essentially have kept it the same. We have an increase in programming budget due to general community demand and need.

We've increased staff wages to be reflective of current wages and within the ranges of similar towns and we've had a decrease in the contract line due to partnering with the town on cleaning services.

Chairman Robertson: Questions for the Library Trustees?

**Motion:** Vice Chairman Pitman moves to approve the library budget of \$152,387.00

Selectman Dill: Well, I was just going to ask for clarification on the full-time employee line since that's the major increase.

**Second:** Selectman McGarry

**Discussion:**

Selectman Dill: That is just, is it just an increase John of what our current staff levels are versus last year's default budget?

Mr. Harrington: What your seeing reflected is the warrant article that was approved the year before for the \$35,000.00 salary for the assistant, for the children's librarian and it was inadvertently left out of the default budget so they've been paying that position out of their existing 2019 budget. That's just correcting it.

Selectman Dill: Okay.

Mr. Harrington: So, that salary was already approved in a warrant article.

Selectman Dill: That's what I thought.

Chairman Robertson: Further discussion?

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

Chairman Robertson: And, that concludes our budget discussions this evening.

**Regular Business:**

**Review of Outstanding Minutes of 9/27/2021 (public hearing and business meeting) and 10/4/2021 (public hearing and business meeting).**

**Motion:** Vice Chairman Pitman moves to approve four sets of minutes as listed

**Second:** Selectwoman McHugh

**Discussion:**

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

**Vouchers/Payroll Manifest/Accounts Payable Manifest:**

**Accounts Payable Manifest - \$18,551.54.** (The check date is today's date, October 12, 2021)

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

**Second:** Selectman Dill

**Discussion:**

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

**Signatures/Correspondence:**

Chairman Robertson: I'm going to save this for other business.

We have one item that requires a vote. That would be the dental coverage and rates for the January, 2022 dental renewal and this is from the NH Health Trust.

Total, I do not. I have the plan increases. Option One which is the option we use with the 30-day probationary period, the single person's dental coverage is \$43.23 a month. The two person is \$83.69 a month and the family is \$152.25.

Is this static, John or ...

Mr. Harrington: It's actually down 1.5 percent.

Chairman Robertson: Great. There's one signature line but I would need a motion for me to sign this.

**Motion:** Selectman Dill moves to approve and have the chairman sign for the Board

**Second:** Selectman McGarry

**Discussion:**

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

Chairman Robertson: And, we have one item that does not require vote. It does require our signatures so we might as well make a motion on it.

I think it does require a vote actually because it was just on the wrong side.

This is from the NH Electric Coop for, it's a petition for utility poles or underground conduit and where is the location,

Mr. Harrington: Second to the last page, a map, Brown Road, I believe.

Chairman Robertson: Second to the last page in the initial pack? There we go, thank you.

And, this is on Brown Road. It does not give a number but it does give the diagram.

**Motion:** Vice Chairman Pitman moves to approve the pole contract. We'll figure out where it is.

Chairman Robertson: It looks like it's replaced. There are two primary poles and this is in line with a private driveway coming onto Brown Road.

**Second:** Selectman Dill

**Discussion:**

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

Chairman Robertson: And there are multiple copies of this. I missed the second set on that.

In the Correspondence File, we have notice from the Zoning Board of Adjustment.

"The Deerfield Zoning Board of Appeals will hold Public Hearings at the George B. White Building, 8 Raymond Road, Deerfield, NH and this is for property owner Ann Michella of 115 Nottingham Road for property at the same address."

It's requesting a variance from Article Two for side boundary setbacks for the purpose of constructing a dry barn.

There will also be a Planning Board ...

"The Planning Board will hold a public hearing on Wednesday, October 27<sup>th</sup>, at 7:15 at the George B. White Building, to consider requests from Eversource Energy, 13 Legends Drive, Hooksett for the removal of five trees on Harvey Road."

And this is happening because Harvey Road is designated as a scenic road.

Vice Chairman Pitman: Is that a Planning Board meeting?

Selectman McGarry and Chairman Robertson: Yes.

Chairman Robertson: On the 27<sup>th</sup>, at 7:15.

And we have a letter from Marie T. Graila. She's notifying us or asking us if we want to consider having our community become a Purple Heart community and offer you my assistant in any way needed in achieving this honor.

The Purple Heart is specifically a combat decoration and our nation's oldest military medal and if you have an interest in becoming a Purple Heart community, we can contact her and we have her contact information.

She doesn't say a whole lot about what this entails or what it offers but if the Board is so inclined, we could have John look into it.

Selectman McGarry: Yes, I would think so.

Selectwoman McHugh: I would look into it.

Vice Chairman Pitman: And find out.

Chairman Robertson: And, also, we had a late piece of correspondence that arrived this afternoon from Paul J. Alfano at the Alfano Law Offices representing Edward and Sandra Cross and this is in regard to utility poles apparently.

Ed and Sandra were notified by a utility company that the town was either inquiring or hadn't issued a pole petition license for poles that were being installed on Ridge Road and I would assume this is because the Crosses are of the opinion that they own that property and that is not a Class VI road at this time but that is in here as well.

Vice Chairman Pitman: So, is there any action on this, Andy?

Chairman Robertson: I don't think there's any action that we need to take with regard to that letter. No.

Vice Chairman Pitman: Just put on file?

Chairman Robertson: Yup.

Which brings us to the Town Administrator's Report.

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

Mr. Harrington: If I can bring your, I apologize, your attention back to the budget for a moment, you were given new police department sheets. The one change in there was that their retirement line went up. It was incorrect based on the increase of the percentage that the state is now charging the town for their portion of the retirement so that was a new budget with a new final figure.

Chairman Robertson: Okay. Great. Thank you.

Mr. Harrington: Other than that, I have some, several items for you this evening.

To bring an answer back that the Board had asked me several times about the proposed surplus that the school was looking to bring back to the town, I was able to talk to their business manager and received a figure of approximately 1.2 million dollars coming back to the town from the school district.

Chairman Robertson: Welcome news.

Selection McGarry: Yeah.

Mr. Harrington: And just to make sure, I believe all of you found them, there are new budget and worksheets for personnel admin and the police department with a final total operating page in there to file in your books if you hadn't found them already.

I do have an update on the sprinkler tank inspection. You all have a sheet in your folders with a proposal for Phase 2.

Just to sum up Phase 1, last week the assist, the sprinkler tank at the town hall was pumped out and a sizable area was noted for possible repair. Due to the years of utilizing raw pond water to fill the tank, solids entering through the assumed breach, it has become quite necessary to pressure wash the tank completely as the potential repair will require a perfectly clean and dry tank.

Though they did notice a defect from the inside of the tank, it was hard to determine how big the defect was based on the amount of organic material that had settled to the bottom and on the walls of the tank.

So, the proposal for Phase 2 is to power, power wash, pressure wash the inside of the tank, vacuum out all of that water and debris so that they are looking at a clean surface in order to make an accurate assessment of what actually needs to be done.

That is the next step that we need to do if we're going to continue this project. I have an estimated cost not to exceed \$2,400.00. Two people will be in the tank. One person will be above ground as per OSHA requirements. The two people that are doing the actual inspection are actually going to be doing the cleaning.

What happened the first time around when our contractor, R.B. Lewis, drained and cleaned the tank, it wasn't to their satisfaction and we had to do additional cleaning of the tank for them to see what they saw so the thought was they're the ones that are going to be doing the inspection and the observation of the tank. They need to clean it to where they feel they can make an accurate assessment and that's where we are today.

I still am asking the Board to pay for this out of the maintenance government building trust fund and this does not include a potential estimate of what the actual cost for the repair will be but at this point, the tank is dry and the building is offline. The sprinkler system is not working.

Selectwoman McHugh: So, we need to spend another \$2,400.00 so we can see what's wrong with it?

Mr. Harrington: Correct.

Selectman Dill: Where was the hole, Ray? Was it on the bottom, the walls?

Mr. Ellis: Well, there was, there was the line that goes from the tank all the way over to the town hall which is underground and that's a pressurized line.

We have a dry system so the water stays at the back of the building until needed. That wasn't empty. That was still pressurized and when they got inside the tank through the rubber grommet in the back, it was leaking about three, three or four drops per second and they figured that that's just the back pressure because there's no water there now because we took it away and ultimately, we ended up with like about two and a half inches of water in the bottom over the course of the day from that back pressure.

Now roughly, they figure that that pipe all the way over there holds about 300 to 350 gallons of water so that's what was coming back in.

So, they were trying to decide whether it was water was coming in from a crack in the tank or just the pressure from that backwash.

Upon what they saw in there, there's a rib right in the middle and it looked like the, from what they could see, that the rib was wider at the top than it was at the bottom so if that was true, then they figured that the tank might have settled and so it's not level any longer.

And, but they can't tell 100 percent until they get it all clean. There's so much pond scum inside the tank and it's so slippery, they can hardly stand up so Phase 2 was brought to the point where they need to clean that and air dry the inside of the tank because if they are going to do any fiberglass repair, it has to be completely dry inside and also the air quality would be better if they get rid of all that.

Selectman Dill: So, if there's a hole and we clean it, they can patch it.

Mr. Ellis: Right.

Selectman Dill: But if it's a settle and a stretch issue ...

Mr. Ellis: Correct. That's what we don't know yet.

Selectman Dill: But it doesn't really sound to me like that would just be a patch. That would be ...

Mr. Ellis: Right. At that point, we'll have to make a different decision based on the information they give us but they can't 100 percent say that's what's happening yet. They want to make sure when they get it all completely clean and dry that there are no other issues because if they patch what they think is leaking and then we find out we still got a problem, we spent a lot of money for no reason.

Selectman McGarry: Right.

Mr. Ellis: So, they want to go through the proper procedures and make absolutely sure that we know where all the water that's coming in or going out.

Selectman Dill: I mean, this is still way cheaper than replacing the tank.

Mr. Ellis: Absolutely. You're talking hundreds of thousands of dollars that if we have to rip it all out.

Vice Chairman Pitman: Do we need a motion for the \$2,400.00?

Chairman Robertson: We would, yes.

**Motion:** Vice Chairman Pitman moves to spend \$2,400.00 for Phase 2 of the town hall sprinkler system repair

**Second:** Selectman McGarry

**Discussion:**

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

Chairman Robertson: And it will be back as option three.

Mr. Harrington: Phase 3.

Chairman Robertson: Phase 3.

Selectman Dill: When did they think they were doing this.

Mr. Ellis: As soon as we've got approval here, I'll contact them tomorrow and they'll schedule it.

Selectman McGarry: Right.

Mr. Ellis: It will move quickly if we can because they want to get in there before the weather changes too.

Chairman Robertson: Yeah.



Mr. Harrington: The last item I have tonight is a proposal, after talking with the police chief, we would like to ask the Board if you would support moving the restricted parking spots for the cruisers from the grass side of the parking lot to the building side where the blue bollards are now located outside the building.

Vice Chairman Pitman: Yeah, why not. They requested it.

Selectman Dill: As long as it keeps the handicap spot.

Mr. Harrington: Yes, there's plenty of spaces over there. We're not taking up a handicap spot. There're only four spots needed for cruisers and we would put new signs up there because the ones that are existing are faded and pretty tattered.

Selectman Dill: I think it makes sense.

Chairman Robertson: Is the Board in general agreement. (Members voiced agreement)

Mr. Harrington: That's it for me this evening. Thank you.

### **Unfinished Business:**

Moving onto unfinished business, the first item we have is Ridge Road.

The Board had asked me two weeks ago after our public hearing on the 27<sup>th</sup> to contact town counsel with regard to the procedure of laying out or re-laying out portions of Ridge Road and Thurston Pond Road as Class VI roads.

1.

I did indeed contact Attorney Boutin and he has assured me that he is quite confident, given the facts analyzed, that the town's procedure is consistent with the statute and the discontinuance by town meeting in 1939 is not a bar to the BOS laying out a road by petition in 2021.

He also notes that RSA 231:8 states that upon petition, the BOS may lay out or alter any Class VI highway for which there is an occasion. There is no subsequent caveat about roads that have been discontinued by a town meeting vote that took place before the law was put into effect and subsequently, amended.

So, he is quite confident that the procedure we followed that being holding a public hearing to gather input was correct and if we go further and actually lay out the Class VI highway or re-lay it out, that is correct, too.

And, to that end, we held the public hearing on September 27<sup>th</sup> on the petition to lay out the highway. The petition was dated August 23<sup>rd</sup>. The petition to lay out the highway was:

"I, Joanne Bradbury, do hereby petition the Board of Selectmen of the Town of Deerfield, NH pursuant to the authority vested in them by RSA Chapter 231:8 to lay out and reconfirm the status as Class VI highways of the following roads.

1. The portion of Ridge Road beginning at its intersection with Range Road and terminating at its intersection with Thurston Pond Road and

2. The portion of Thurston Pond Road, also known as Ridge Road beginning in its intersection with Middle Road and terminating with the outlet of Thurston Pond Road."

I guess at this point, unless there's objection from the Board, I would entertain a motion to act on the petition to lay out the roads.

Vice Chairman Pitman: Is it one signature?

Chairman Robertson: No, we all need to sign it.

**Motion:** Selectman Dill moves to act on the petition to relay, to lay out the road

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries**

(Chairman also voted on this matter for a 5-0-0 vote)

Chairman Robertson: That said, we would need a motion to sign a "Return of Highway Layout" and this basically is the petition explaining the portions of both of those roads that I just read. We would all need to sign it and this needs to be placed on file with the town clerk.

There is no requirement to file "A Return of Highway Layout" with the county Registry of Deeds. The RSA states very clearly that it is filed with the town clerk and kept on file in your town.

**Motion:** Selectman Dill moves to have the Board sign the "Return of Highway Layout" and file with the town clerk

**Second:** Selectman McGarry

**Discussion:**

Chairman Robertson: And John, are you able to witness these signatures?

Mr. Harrington: Yes

Chairman Robertson: So, if we sign this and pass it down and then you can sign as witness.

**Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries**

(Chairman also voted on this matter for a 5-0-0 vote)

Chairman Robertson: And remind me to give the file back to you tonight.

Mr. Harrington: Thank you.

Vice Chairman Pitman: For the town administrator, is there a reason for Tuesday night?

Chairman Robertson: I would suspect it was carried over from this week.

Mr. Harrington: It's a Monday.

Vice Chairman Pitman: So, it isn't ....

Mr. Harrington: It's a Monday.

Vice Chairman Pitman: Is that the 17<sup>th</sup>?

Mr. Harrington: It is the 18<sup>th</sup>.

Vice Chairman Pitman: It's just the wrong word, okay.

Mr. Harrington: Right.

#### **New/Other Business:**

Chairman Robertson: I met with the Chief of Police recently who asked if I would present a salary adjustment, personnel action request to the Board and I told him I would. He is presently at \$83,232.00 and he is requesting that the Board consider moving him to \$87,360.00 and he basically has done some comparison with other towns around Deerfield size and looked at the longevity of other police chiefs and believes him to be on the low side of the wage scale and I would agree with him after looking at some of those numbers myself but I don't know what the Board's pleasure is.

**Motion:** Vice Chairman Pitman moves to approve the personnel action request to raise the police chief's salary from \$83,232.00 to \$87,360.00

**Second:** Selectman Dill

**Discussion:**

Selectman Dill: So, roughly, how many towns did he, did you see numbers for?

Chairman Robertson: I don't know exactly. I think he had discussed four with me. Five.

Selectman Dill: And, how many years has Gary been here?

Chairman Robertson: Longer than I thought. I was thinking it was three or four years ago and that was almost a decade ago.

Selectman Dill: It's been a while.

Vice Chairman Pitman: It's a well-run department.

Chairman Robertson: Well, is there further discussion just on the personnel action request?

If there isn't, I would call for a vote on that first then.

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

Chairman Robertson: Sorry, Jeff.

Dick, did you have...

Vice Chairman Pitman: I just didn't know if we were doing ...

Chairman Robertson: Yes, I completely skipped item b. which is the Gazebo field ice rink and I believe that Mr. Shute is here to discuss that with us.

Mr. Shute: I'm just here for you to vote.

Selectman Dill: Just for the record, that did, the personnel action request passed.

Chairman Robertson: Right.

Selectman Dill: Just to make the minutes when they're transcribing that make sense before we jump back to the ice rink.

Chairman Robertson: Okay, I was not at the last meeting so I don't know what discussion this Board had regarding the ice rink.

Generally, in favor. I believe there was a change in the plans and that there was, there's at least going to be an attempt to reseed and keep some grass there which I think was the only concern that I had heard about moving the ice rink.

Selectman McGarry: The concern was that the initial proposal was to replace the loam and seed that out there now with gravel and I think the Board was pretty much unanimous and wanting to have that be re-loamed and seeded and so that we still end up having a grass area out there and I think Jeff was in concurrence with that as well.

Chairman Robertson: So, what's the pleasure of the ....

Selectman McGarry: Am I stating that correctly?

Mr. Shute: Yes.

Chairman Robertson: So, Board in general agreement that we would move forward in that fashion?

Selectman McGarry: Yes.

Chairman Robertson: Would someone make a motion to that effect?

**Motion:** Selectman McGarry moves to locate the ice rink at the Gazebo field following the requirements laid out regarding load and seeding

**Second:** Vice Chairman Pitman

**Discussion:**

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

Selectman Dill: We're just going to have to check with the two guys that volunteered to do the job to see if they can, three guys now, so do we have a loam and seed guy now?

Okay. Because we were very graciously offered some volunteer machines and labor to level it so...

Jeff's on top of it. Excellent. Thanks, Jeff.

Chairman Robertson: Sorry to skip you on the agenda.

Vice Chairman Pitman: Good memories all right, Jeff, of sitting here.

Chairman Robertson: And before I move to Citizen's Comments, I'm going to mention that this will be my last Board of Selectmen's meeting. I, my new job requires me to be at another town's board of selectmen meetings on Monday evening.

There is a possibility I could attend one more. The town I'm moving to is, is pretty strict about every other week so if there was some reason you wanted me for another meeting, I probably could do that but I would really like this to be my last meeting. If there is not, I would encourage the Board to find an additional member to sit as you head through budget season with an eye towards the March election.

I would say that it's been a privilege and an honor to be on this Board for over 20 years and I very much appreciate the support of the town and I appreciate every Board member I've had the chance to work with on this Board and other boards and looking back before this meeting, I realized that a good number of people that I started on the Budget Committee and the Board of Selectmen with are no longer with us and I think it's probably healthy for the Town of Deerfield to have some new blood on this Board as opposed to myself.

But just a thank you to the town and a thank you to this Board for working so well together. I know I have friends that are selectmen in other towns that have horrible fights between the, you know, amongst the select board members and that sort of thing and I don't even recall any level of animosity in Deerfield over the past 21 years and that, I think, speaks well to this community.

So, thank you and good-bye!

Selectwoman McHugh and Selectman Dill: Thank you, Andy.

(Applause from members of the audience)

Selectman McGarry: The town is indebted to your service on the Board and you're going to be missed.

Chairman Robertson: Thank you.

At this point, I would move toward Citizen's Comments.

Selectman McGarry: Mr. Chairman?

Chairman Robertson: Fred.

Selectman McGarry: This is, I guess, other business and new business.

I had attended a meeting with, in Plaistow and we're talking about water mains in Plaistow and the town administrator there had mentioned that the Rockingham County has received 61 million dollars in ARPA money. This is the equivalent, the 61 million is equivalent to the, what will be getting \$460,000.00 or something from, for Deerfield and the Plaistow town administrator said that Rockingham County has no idea what to do with 61 million dollars.

He had talked about the possibility of talking to the county commissioners with the possibility that they, the county, would do some type of match to ARPA money received by the cities and towns within the county.

And, I thought that sounded like it would be a great idea if that was going to be possible and so just a suggestion that we keep our eyes open and our ears close to the ground so to speak to find out if in fact, the county is considering that as a possibility.

Chairman Robertson: I would mention I'm attending a class on ARPA money in several weeks and you may be attending the same class, John, but certainly I will keep my ear to the ground and anything I learn for the community I work in I will certainly bring back and share with the community I live in as well.

Selectman McGarry: Thank you.

Chairman Robertson: Other, other or new business before I move to Citizen's Comments?

That said, at this point, I would recognize citizens for comment.

**Citizen's Comments:**

Chairman Robertson: Mr. Cross.

Mr. Cross: Ed Cross, 4 Thurston Pond Road.

And just to go over the letter that was sent, I wanted to read it in its entirety which will only take a minute or two and this is coming from the law office of Paul Alfano. It says:

"This officer represents Edward and Sandra Cross, owner of Map 414, Lot 72. 72 abuts both Ridge Road, a Class V highway and a strip of land running westerly from Ridge Road.

Based on town records made available to me, the town discontinued the stretch of land running westerly from Ridge Road in 1939 meaning the town has no rights in the former road. In fact, the Crosses are using that part of their land as a driveway for a new house.

The town issued a building permit for the house and the house is not under construction.

My clients received information today indicating the town may believe this stretch of land is a Class VI public highway.

My clients were notified by their electric utility the town asserted the utility needs permission from the town to install a pole or poles on or about the discontinued road, something I understand may be required only if the land were a public road.

The burden of proof on a piece of land as a public road is on the party asserting a public road exists (*Hirsch v. Plonsky*, 156 NH 511, done in 2007). Absent such evidence, the land is private and the town has no right to interfere with my client's use in enjoyment of their property."

I have two surveyors who have indicated that that is private property. I have an electric company. The New Hampshire Cooperative, who also looked in their records and it was determined to them to be private property as well so I'm not stating it's simply on my own and for my own behalf, I'm stating the facts that I have in front of me. Town records. Two surveys and an electric company utility company.

I am all for having conversations about what to do with that situation. I'm open for it like I said in the town meeting. I'm open for all kinds of possibilities but having some discussion, I think, is probably very much needed for the benefit of the town, both from a financial stand point as we're both incurring financial costs in regards to this but also in for what's better for the town.

I again, will say publicly, I'm open for discussion. I'm just waiting to be asked.

Thank you.

Chairman Robertson: Thank you.

Other citizen's comments?

Mrs. Bradbury.

Joanne Bradbury, citizen:

I want to thank the Board for their action tonight on laying out and reconfirming the status of the roads that were described in my petition from August and I think it's very clear that the town does own those roads. I think the records and the public surveys that are available that were described in the public hearing make it very clear who owns the road and it is the town.

And also, I would like to thank Andy for his service on the Board. I'm sorry to see you go to another town to provide them with the kind of service you provided us but it really was extraordinary and we, the town, is better off because you did what you did here.

Thank you.

Chairman Robertson: Thank you.

Other citizen's comment?

**Motion:** Vice Chairman Pitman moves to adjourn at 6:35

**Second:** Selectman McGarry

**Discussion:**

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

**Next Meeting: Monday, October 18, 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*