

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
December 6, 2021  
MINUTES**

**Call to Order**

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

**Present:** Fred McGarry, Chairman, Richard Pitman, Vice Chairman, Cynthia McHugh and Dwight Barnes, Selectmen.

**Absent:** Alden Dill, Selectman.

**Pledge of Allegiance to the Flag**

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

Chairman McGarry: All right. Do you want to take up Steve and Gary's not here but ...?

Mr. Harrington: But we can take Steve first.

**Steve Jamele, IT Department:**

Mr. Harrington: Sorry, so tonight we'd like to, Steve Jamele is joining me, we'd like to discuss a topic I brought up at our last meeting which was moving the town's backup to a cloud server and secondarily, hopefully, coming up with a decision on the audio/visual upgrade in the Board of Selectmen room.

So, starting with the cloud server, I asked Steve to go out and get some additional quotes. He called three people and we did hear back from one. SHI which gave us a total quote of \$4,305.00.

That includes a yearly subscription of \$3,075.00 along with a year's subscription license of \$460.00, so about \$3,400.00, \$3,600.00 for a yearly subscription after the initial \$4,300.00 installation price.

He also received a quote from Storage Craft which is a little under \$1,000.00 which was the one that I presented last week.

And, I believe there was a question from the Board, how much would it cost to replace a server, a physical server here, without able to get specific quotes, that would run anywhere from \$2,500.00 to \$3,000.00 if we could get it when we needed it.

The way that the system works now is we have two physical servers that sit in the building which run all the programming. One handles all the police department alone. The other one handles all the other town departments.

If one of those were to go down, then whichever server went down, that particular function would no longer be able to be handled until we got a physical server back in the building, rebuilt, and when I say rebuilt, add all the software in and get it ready for operation. It could take days. It could take weeks and with the difficulty in getting electronic equipment today, it upped our concern.

We have one server. I'll let Steve take over from here. We have two different servers. They're at two different ages and the software that operates them is at two different expiration points so if you would, Steve Jamele.

Mr. Jamele: Did you have that in there, John. I forgot if you know if I sent it to you but I don't remember the dates.

I don't have it. Sorry I don't have it but I can go up and get it.

One of them is 2017 and that's the police server. That's how old that is and the other one is 2014. The town server so they're getting on in age so.

Vice Chairman Pitman: Do the police have their own server?

Mr. Jamele: Oh yes, they've always requested that for, I think, separating data, CJIS and all that. That's their security that they have to follow. The protocols.

Mr. Harrington: But the other issue we're facing is each of those aging servers has their own operating system software at different expiration dates and when the operating software expires on the machine, standard practice is not to put new software on an older machine that you had to purchase because that machine is about to age out.

You put new software on a new machine and bring it forward. Am I correct?

Mr. Jamele: Correct.

Vice Chairman Pitman: So, if we got new servers, would we need these?

Mr. Harrington: The cloud server is what we were talking about. If either one of those physical machines breaks down, the very next day people could be up and running doing their work using the software for their daily work, not from that physical machine but from a virtual server that is in the cloud.

It's the same operating system, the same programs, the same software, just virtually which would give us time to get another physical server in the building.

Our system right now is we do have backup disks which I carry back and forth to my house every night. I swap them out. That is an image.

Mr. Jamele: Right, we have one that stays on each machine constantly and we have an additional backup. That one stays on the machine and gets backed up every hour and then John rotates from each machine also each night and that gets backed up daily so we have two backups right now.

I used to have a server, it was an older server that we had taken out of service that I repurposed, was able to find parts for and make it large enough to fit the capacity so that, with that software that John takes home or on the other one, I could rebuild a server in about three hours but we've exceeded that capacity now and I can't get parts for that thing so that's why we're looking into the cloud because the cloud is much more secure and that can be bottled up in a matter of minutes so it would be as if a person is sitting on a computer anywhere they want and they're connected to the server here but really it's thousands of miles away. That's what the cloud server does for us until we can repair what we have so that's the whole gist of it. Now we've got nothing.

Mr. Harrington: Otherwise, we rely on a physical machine that may break down and then there's no time that we can estimate how long it would be to get back up and running and if it happens on the town side, there's no town clerk, there's no assessing, we have no accounts payables and so on and so on.

Mr. Jamele: It's not a perfect solution because it would cost a lot more because there are certain applications that the town, as far as the auto registration. That's totally different. That goes over what's called a VPN and this sort of thing.

Server, virtual server wouldn't do anything for that. We'd have to move our registration to another town for the time being. It's not a perfect solution but it's a better solution so that most people can continue working, get their files and so on and lose no data.

Chairman McGarry: So, would be looking at paying the fee for the, going to the cloud and replacing the town server ...

Mr. Harrington: Only if and when they break down.

I was asked to get a quote on how much it would cost to replace a server and the estimate is between \$2,500.00 and \$3,000.00.

Chairman McGarry: Right.

Mr. Harrington: We don't know when either of those machines will stop working but we're trying to prepare when they do, this is the best backup solution we have to keep the town operational without a big void in there, of being able to be open.

Mr. Jamele: There are two cut-off dates. One for the town server. The software runs out in 2023. No security updates so by law, we can't keep it. We have to have the new operating system and a new server that does get updates.

So, that operating system, Microsoft stops supporting in 2023 for the town and 2027 for the police department. That's the maximum, if we could get those servers to run that long, that's the maximum.

Chairman McGarry: So, would we be looking at, I guess, putting on in our budget for 2023?

Mr. Harrington: Well, no. Again, we could estimate when those servers might be going out based on the operating system and the earliest would be 2023 for the town side, I believe so we would look to put in at least \$3,000.00 for a server at that time.

What I'm looking for today is the Board's approval to get into an agreement with Storage Craft which was just under \$1,000.00 a year to have both servers virtual to give us that protection until we need to replace.

Selectwoman McHugh: Until at least 2023?

Mr. Harrington: And then going on because even with new servers, there's no guarantee. If one of those fail for whatever reason, this would be an ongoing second line of defense to make sure that the town is operational no matter what.

Should we have a, God forbid, a fire here ...

Selectwoman McHugh: This is \$1,000.00 a year?

Mr. Harrington: Yes.

Selectman Barnes: Is there a cost to set it up.

Mr. Jamele: I know how to set it up. I'm real familiar with that software system.

Mr. Harrington: So, it's basically ...

Vice Chairman Pitman: We're only looking a \$1,000.00.

Mr. Harrington: I think the budget could support that.

Chairman McGarry: Somebody want to make a motion on that?

**Motion:** Vice Chairman Pitman moves to spend \$1,000.00 a year on cloud services with Storge Craft SPX software

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote is unanimous.

Mr. Harrington: Thank you.

The next item I wanted to bring. We do have two other quotes for the audio-visual upgrade in the board room.

We have our original quote from Malloy Sound and just as to recap, of \$9,040.00. That had limited interactivity. That did not have the interactivity that the Board asked us to go out and look for nor it did not meet the requests from the community that came in via email.

We did have an appointment and met with Tim Griffin last year, excuse me, last week. He put in a quote that would basically replicate what is at the Deerfield Community Church. He had that all set up over there and that was mentioned by several community members as a model that they wanted us to look at.

That quote came in at \$14,104.00 and that has full interactivity with the audience exactly similar to the church.

And then we met with another company called SOS Tech out of, I believe it's out of the Lakes Region. They gave us two different quotes. One is a more manual operating system and the other one is completely computer operated.

The first quote is \$25,749.00 and for the completely automated, in other words, virtual, you use the computer for everything. It is \$28,550.00 and both of those, obviously, have full interactivity with the audience as well.

Vice Chairman Pitman: The Molloy doesn't have the specs that Tim Griffin does, correct?

Mr. Harrington: No, that was a much simpler system that was just to live stream the meeting.

Selectman Barnes: So, does Tim's system pretty much cover everything that the community's been looking for?

Mr. Harrington: Yes.

Selectwoman McHugh: Where's the money coming from?

Mr. Harrington: This is ARPA money. This is what one of the major categories it was designed for which was communication improvement.

Selectman Barnes: So, this will be able to go out on the cable TV as well as this ...

Mr. Harrington: This would simultaneously live stream to YouTube and Channel 24 at the same time as well as people being from the audience here or at home, being able to communicate back and forth with whatever board or committee is meeting.

Selectman Barnes: You can also see like pdf's and all that stuff?

Mr. Harrington: Yes.

**Motion:** Selectwoman McHugh moves to go forward with Tim Griffin in the amount of \$14,104.00

**Second:** Vice Chairman Pitman

**Discussion:**

Chairman McGarry: I know I've certainly received several comments with regard to the system that the church and so it comes well recommended to me anyways.

Vice Chairman Pitman: He comes well recommended also.

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

Chairman McGarry: The vote is unanimous.

Mr. Harrington: Thank you very much.

Thank you, Steve.

All right. Chief Duquette.

Chief Duquette: Good evening.

I think John probably handed you folks some information that I had ...

Mr. Harrington: You have some material in your folder.

Chief Duquette: Presented in reference to the ARPA money that's available.

In looking at this, you know, one of our big responsibilities is responding to medical calls and we're actually probably on the scene before anybody else is for most of them and of course, part of that is it taps into our communication abilities.

I don't know you're all familiar with FirstNet or not but it's a nationwide system that's done through ATT that basically provides a dedicated, secure platform for emergency services.

We work through regional dispatch, Rockingham County Regional dispatch. Their whole system is on the ATT FirstNet network and when they did this a couple ago, every department in the county had an opportunity to move to that. We did not at the time and we were probably only one of maybe two or three communities at the most that didn't do that.

So, we kind of lost out of that big interoperability piece for everybody to be on that same platform so I've been in communication with ATT looking to see what we would need to do to get into that system.

So, these guys work through their mobile data terminals that are in the cruisers, like every call that is dispatched. There's actually very little radio communication now with dispatch. Everything's done through these mobile data terminals.

So, I was looking at what it would be to see if we could upgrade the current ones that we have which wasn't really feasible so then I figured I would start looking into what it would be to purchase new ones and if we could get into doing that.

So, that's basically what I did here. You know, these medical calls, like these MDTs, they get like Protocol 36 notifications right on their screens which basically lets us know that we're responding to a residence that has active COVID cases so they can, you know, formulate a better response and a safer response and again, it's, this is geared towards the whole public health and safety aspect of it.

These guys, the cops, are the ones that are going to these calls, responding to these calls so everything kind of fits in together for that communication piece.

So, I, you know, I basically reached out and got a quote on what it would cost to be able to upgrade our system to be able to have better access to this piece of communication for these medical calls and went right back to the same company that we used the first time.

So, I gave it all, I wrote it up and gave it to you folks. Ended up with a total cost of \$27,785.00 and I think that, that would make, I think, we'd be able to use the ARPA money for that so that's what we were looking to do.

Vice Chairman Pitman: Is that adding all these up Chief, these \$1,000.00 here and \$15,000.00 ...

Chief Duquette: That's total, yes, that's total cost, yes.

Chairman McGarry: Anybody have any questions for the chief?

Selectman Barnes: One question. When you first had the opportunity to go on this, why didn't that happen?

Chief Duquette: There was a cost associated with it at the time. Verizon is what we're still running through. It does work. If there's an issue with Verizon, we're basically on our own. The dispatch center has nothing to do with that. We would have to deal with that with Verizon ourselves.

With the ATT system, if anything goes wrong, it's the onus, is on dispatch to correct those problems and so at the time, it was just kind of a cost factor for us. It was working so we just left it as it is. Eventually, there, you know, they're not going to be supporting Verizon at all. I mean, that's coming, too and like I say, it's just this, it's this whole communications piece for responding to these public health and safety calls with fire and EMS and those folks.

So, that communication piece, that accurate information is just, it's really important for us at this stage of the game but at the time it was just a financial thing.

Vice Chairman Pitman: But you mentioned, it would keep the officers safer?

Chief Duquette: Absolutely. That, you know, those critical pieces of information so they can make, you know, informed decisions on the best way for everybody to respond to these incidents and as you know, the COVID part of it is pretty widespread right now and again, these guys are usually the first ones on scene so to be able to get that information accurately is very important.

Vice Chairman Pitman: How much do we have, John, in that fund?

Mr. Harrington: We currently have out of the first payment, approximately \$180,000.00 unallocated at this time.

Vice Chairman Pitman: And we could get 100% out of that?

Mr. Harrington: Yes, it would be covered by ARPA.

**Motion:** Vice Chairman Pitman moves to go with \$2,785.10 for FirstNet

**Second:** Selectman Barnes

**Discussion:**

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

Chairman McGarry: The vote's unanimous, John.

Mr. Harrington: Thank you.

Chief Duquette: Thank you.

Vice Chairman Pitman: When will you have it up and running?

Chief Duquette: I'll be reaching out to the vendors tomorrow and getting equipment ordered and ATT is just waiting for us to get back to them so it shouldn't take too long.

Vice Chairman Pitman: Great.

Chairman McGarry: Good.

#### **Regular Business:**

#### **Review of Outstanding Minutes of November 29, 2021**

**Motion:** Selectman Barnes moves to approve the minutes as written for November 29, 2021

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: The vote is unanimous.

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

#### **Accounts Payable Manifest for December 6, 2021 - \$39,020.04**

**Motion:** Vice Chairman Pitman moves to approve the Accounts Payable Manifest for December 6, 2021 in the amount presented

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

#### **Signatures:**

Chairman McGarry: Which we have a lot.

Vice Chairman Pitman: Do we ever.

Chairman McGarry: All right, how do you want me to handle this?

Vice Chairman Pitman: Like last week.

Chairman McGarry: The name of the property owner, the address and the amount?

Vice Chairman Pitman: Yes.

Mr. Harrington: You have one Veteran's credit that's on top separate. The rest that are clipped are all solar exemptions.

Chairman McGarry: Why don't we do the Veteran's credit first.

This is for Linda Perry                      14 Range Road                      \$750.00

**Motion:** Vice Chairman Pitman moves to approve the Veteran's Credit in the amount of \$750.00 for Linda Perry at 14 Range Road

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: It's unanimous.

The rest of these are solar credits and what I will do again, I will read the name, the address and the amount of the credits.

Daniel and Ellen O'Donnell	51 Windy Ridge	\$14,400.00
Guntis Goncarovs	164 Mt. Delight Road	\$18,600.00
James Levy and Heather Melanson	42 Hammond Road	\$ 6,000.00
Donna Cook	72C Ridge Road	\$14,400.00
Dana van der Bijl	11 Prospect Road	\$20,910.00
Linda McNair-Perry	14 Range Road	\$14,400.00
Cynthia and Ray Heon	122 Middle Road	\$19,200.00
Jonathan and Sara Leslie	26 Meetinghouse Hill Road	\$16,800.00
Dawn Messina	89A Raymond Road	\$36,000.00
Irene Cruikshank	34 Perry Road	\$ 3,600.00
John Reagan	53 Mt. Delight Road	\$11,400.00
Charles Richards	71 Mountain Road	\$24,000.00
Peter Viar	5 Scott Lane	\$16,200.00
Bioteau Trust	46 Reservation Road	\$13,200.00
Duran Family Revocable Trust	40 South Road	\$33,600.00
Festa Gamache Trust	68 Mt. Delight Road	\$18,000.00

This is all tax credits for, am I stating that correctly ...

Mr. Harrington: Tax exemption.

Chairman McGarry: Tax exemptions, excuse me for solar collectors.

**Motion:** Vice Chairman Pitman moves to approve the list of exemptions read

**Second:** Selectwoman McHugh

**Discussion:**

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

Votes unanimous.

Selectman Barnes: Now we start the signing.

Okay, we have a contractor's certificate of completion with regard to the salt shed addition and the contractor being Triple Construction, LLC of Hudson and it requires a signature by the chair agreeing to the fact that the work has been completed and this is what it reads:

This is to certify that the Triple Construction, LLC has completed the project scope performed in accordance with and conformity to the contract drawings and specifications based on inspections with the client representative earlier this week.

Both business entities certify that as on the date of this certificate, the percentage of work done for the project is 100 percent completed as per agreed terms and conditions.

The percentage of work executed with respect to each area of scope has been completed in its entirety.

**Motion:** Vice Chairman Pitman moves to have the chair sign the contractor's certificate of completion  
**Second:** Selectwoman McHugh  
**Discussion:**

Selectwoman McHugh: Has Ray or Rick checked on it themselves?

Mr. Harrington: Both have reviewed it and they approved.

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

Chairman McGarry: Vote's unanimous.

All right. We have an agent letter of Agency Authorization Release for and this is for ...

Mr. Harrington: All five of those documents pertain to the change over to the ISDN line which the Board approved several meetings ago. These are all the documents that Consolidated Communication needs in order to begin the work and schedule it.

Chairman McGarry: So, does this require just ...

Mr. Harrington: I believe it requires just the chair's signature on all five documents.

**Motion:** Selectwoman McHugh moves to have the chair sign the Consolidated Communications paperwork for the ISDN work  
**Second:** Selectman Barnes  
**Discussion:**  
**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman McGarry: The vote's unanimous.

I guess that's all for signatures.

And correspondence, all we have is the minutes from the Planning Board meeting of November 23<sup>rd</sup> and we also have a public notice for the ZBA for their meeting on the, November 23<sup>rd</sup>, also.

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

Mr. Harrington: Just to update the Board that the water for the sprinkler tank will be delivered Wednesday, approximately 10 am.

We were able to join with the Parks and Recs Commission in the flooding of their ice rinks to reduce the price per tanker of water delivered. So, they'll both be done on the same day.

Our portion of that is \$975.00 and I would need a motion from the Board to approve that to be able to charge the trust funds that we have been, the municipal building trust funds.

**Motion:** Selectwoman McHugh moves to approve \$975.00 to be charged to the Municipal Building Trust Funds for the water for the sprinkler system at town all  
**Second:** Selectman Barnes  
**Discussion:**  
**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman McGarry: That's a vote of unanimous.

Selectwoman McHugh: You are so quick. So, is this going to fill it now so we won't have to ...

Mr. Harrington: This is going to fill the 15,000 gallons. R.B. Lewis will be onsite that day to prime the pump and to make sure that everything is operational, recharge it and then seal the lid back up again and we should be good.

Selectwoman McHugh: Perfect.



Mr. Harrington: I did check with Steve Rollins. You had asked me to see if he had connected with the Zann's. They're the property owners on the corner of Ridge and Candia Road.

He did stop by and talk to them. He was suggesting something similar to the Cape Cod berm that you had mentioned last week and he also explained to them this likely wouldn't happen until next spring but in the mean time we would ask the plow drivers to try to avoid plowing too close to their property and he would check in with them in the spring and see how the winter went and if needed, he would offer some help to clean up the yard if they had the overflow again.

Chairman McGarry: I told the Zann's the same thing that we'd have to wait until the spring.

Mr. Harrington: Right.

You have the results of the town energy and excuse me, town hall energy audit and thermal audits in your packet. I also sent both of those reports to you electronically but have the hard copies in case you wanted to read them.

That was part of that energy audit as suggested by the Energy Committee several months ago and the final report came in over the weekend.

And, I was wondering if anyone from the Board had heard information from the Deerfield Fair Association about the results of our inquiry about having the deliberative or voting sessions at the Arts and Crafts Building?

Vice Chairman Pitman: That's on my list. The president of the fair would like to be here at 5:30 next Monday night to meet.

Mr. Harrington: Okay, I'm just keeping that as a current item for the town moderator.

Vice Chairman Pitman: If you could put that on the agenda.

Mr. Harrington: Okay.

Vice Chairman Pitman: We'll go get it resolved.

Mr. Harrington: Put it on our agenda?

Vice Chairman and Chairman: Yeah.

Vice Chairman Pitman: Next Monday.

Mr. Harrington: Then the last item, the fire chief was unable to be with us this evening. We are going to be talking about the few remaining warrant articles.

He did want to pass on his request to pull the water cistern warrant article. He will not be requesting that this year when we get to that discussion.

That's it for me tonight.

Chairman McGarry:

Okay.

### **Unfinished Business:**

#### **2022 Draft Warrant Articles:**

Vice Chairman Pitman: What number are we scratching?

Mr. Harrington: Warrant articles that need to be discussed is Number 4 which is the Municipal Cemetery Restoration Expendable Trust Fund and we have four members of the Cemetery Trustees here this evening. Three members and an invited guest helping to explain that warrant article and you also have backup information in your packets and also sent electronically.

Selectwoman McHugh: This is amazing, by the way.

Vice Chairman Pitman: Unbelievable.

Mr. Harrington: Whoever would like to speak if they could go to the public desk.

Mrs. Van der Bijl: Good evening. I'm Dana van der Bijl from the Cemetery Commission. You had questions?

Chairman McGarry: Well first off, I'd like to say that you folks have certainly put in a huge amount of work to put all this together and it's great to be able to have all this information.

Mrs. Van der Bijl: Thank you.

Vice Chairman Pitman: Do you think this is just the beginning for this year, the \$80,000.00?

Mrs. Van der Bijl: For which one?

Chairman McGarry: The \$80,000.00, do you think this is just the beginning for this year or ...

Mrs. Van der Bijl: \$8,000.00. Where are you looking at?

Chairman McGarry: We're looking at \$80,000.00.

Mrs. Van der Bijl: Oh, the \$80,000.00, yeah, that's for everything, though.

Vice Chairman Pitman: Right.

What we can see from driving around town, that's just the beginning as far as trees and ...

Mrs. Van der Bijl: Oh yeah, the trees are ... Maureen, I think you know more about the trees. Do you want to come ...? Could you help with the trees?

They're talking about what it would take to do, deal with all the trees.

Mrs. Mann: To do without the trees?

Mrs. Van der Bijl: No, to do the trees.

Vice Chairman Pitman: Are we just getting started with this ...

Mrs. Mann: We did, we went through the town cemeteries with Jared Messina and he said, in fact, the most critical cemetery, even though it's one you know about, is Morrison and that those trees really have to be done as quickly as possible.

The next most expensive one is Sandhill. Now, I know there was some question about where Sandhill is so if you go to Allentown, you know where the landscape, Gold Leaf Landscaping is, go through their driveway, down the dirt road, up a hill, through Bear Brook, back into Deerfield, you get to Sandhill Cemetery.

Chairman McGarry: Do you need to drop breadcrumbs as you're going along or what?

Mrs. Mann: It's ready, I'm having a hard time hearing you, Fred.

Chairman McGarry: Do you need to drop breadcrumbs as you're going along to find your way?

Mrs. Mann: It would probably help.

Fortunately, the man who lives in the house passed the landscaping company has been kind enough to let the Cemetery Trustees go through his property but you can't do that to bring tree equipment in.

This is the cemetery that some of you may remember about three years ago, a drunk driver went in and tore through trees, knocked over stones, left his car and walked away. Fortunately, that's how they knew who did it but there was an enormous amount of damage done up there.

Part of the access is through Bear Brook so I've been trying to find somebody at the stat who maybe we could get Bear Brook to do something with this.

There were a couple of trees in the tree survey that I had sent in last week thinking that's what you were interested in. When it said we couldn't find them, it's not that we don't know where they are. We have been to every single cemetery. We've GPS'ed them. We've photographed them but the problem was when I was having, going around with Jared Messina, like Old Ridge Road or Dow Road off Swamp Road, they're just impassable.

So, we've been to them previously but we could not bring him to those like the ones on Ben White Road which doesn't even exist anymore.

I'd love to see all the town-owned cemeteries brought back to normal but some of them have real access problems. Is this answering your question or should I be more specific?

Vice Chairman Pitman: That's good. Thank you.

Selectwoman McHugh: That was my concern when I asked last week about the private land access. Is this going to be an issue for you guys?

Mrs. Mann: There ...

Selectwoman McHugh: So, it is.

Mrs. Mann: So, there are, the town owned cemeteries, there are a couple of town-owned cemeteries that you have to cross private land to get to but and the cemeteries by law, cemetery trustees have the right to do that but we will, we have never done it and we don't do it without notifying the landowners first.

Like the cemetery near your house, isn't a town cemetery so nobody's going there.

An example of one, for instance, on Mt. Delight Road, there's one in the backyard of a two-family house. So, we got permission from the landowners. We went in. We saw it because when Jared was able to do the tree survey, he just, it wasn't like we could plan three weeks in advance and notify landowners.

What he did is he said, I can do it this Sunday morning and so he did not go to a couple of them but because we know that they are and we have pictures of them, his estimate is going to cover those because fortunately, most of those don't have tree problems.

But there are some, if you picture, you know the Inn at Deerfield, if you look at the one to the left of the Inn at Deerfield, some of the descendants of Roger King's family have been taking care of that. It needs some work but to the right of that cemetery, there are two cemeteries sort of at the top of the hill, the trees are so overgrown, they're knocking over stones.

And that's the same thing that happened at Parade when people said, oh but you took the trees down but if you look at what was happening in Parade Cemetery, there were roots growing around stones and pushing them up.

So, I know this sounds like an enormous amount of money but they're town-owned cemeteries and there are, I should say, there are town-owned cemeteries that people have been taking care of and they're doing a beautiful job.

The cemetery in front of Dick's house is one of them. Barry Brierly, Paul Murphy, Phil has taken care of like three of them so and the one near Joanne's house **(couldn't hear as person was talking from the audience)**

The one down off Old Ridge, however you can get to it these days. I mean, Joanne had and Denny had paid to take down some of the trees so we're really lucky that people have dealt with some of them but they have to be done.

Vice Chairman Pitman: So, can we plan on that Mark Young would be semi-babysitting this.

Mrs. Mann: I didn't wear my hearing aids tonight.

Okay, Mark Young is a Cemetery Supervisor.

Vice Chairman Pitman: Okay, that's all I need to know.

Mrs. Mann: His job is not to maintain the cemeteries. He had been concerned about Old Center which is maintained by the town because that's the one place where we're still selling plots and he's bringing people there and it isn't maintained.

Vice Chairman Pitman: Right.

Mrs. Mann: He has spoken to, is it Ray Ellis and I think you have spoken to Ray Ellis about speaking to the person who's taking care of the cemeteries now and I know it's hard. You put in, you know, a bid that says I'll mow this many times or I'll do this and then it turns out it needs more but that's not Mark Young's job, Mark Young's job essentially is to sell the plots, to work with the people, to work with the monument companies and the contractors.

Vice Chairman Pitman: Right.

Selectwoman McHugh: So, the mowers are the contractors and the tree people would be the contractors.

Mrs. Mann: But Mark said, basically felt that is job is to talk to Ray Ellis who then talked to the contractor.

Vice Chairman Pitman: Right. He told me that Ray would be in charge of getting the bid but he'd be more than willing to oversee if the work was getting done. That made all of us happy.

Mr. Harrington: Maureen? Until next year, Ray will be overseeing the contractors for mowing but I've talked to Mark personally. Next year, we'll handle all the bids. He will be involved in choosing the final contractor for the cemeteries and then going forward, he will oversee the mowing contractors.

Mrs. Man: That's right but I was looking at what was happening.

Vice Chairman Pitman: So, we're all good on this then.

Mr. Harrington: So, we will just need recommendations.

4-0-0 Recommended by Select Board.

Mr. Harrington: Thank you, ladies.

Selectwoman McHugh: Thank you. Good job.

Mr. Harrington: Next warrant article for review is Article 6. That was the original police department building expendable trust fund which has been set up already and I'm looking to see if the Board wants to add any money to that trust fund this year going forward to 2022?

Vice Chairman Pitman: So, is it already at 50?

Mr. Harrington: That was what was put in in 2019.

Chairman McGarry: Yeah, two years ago.

Mr. Harrington: And, there's about \$35,000.00, a little bit over in the trust fund still.

Chairman McGarry: Well, we'd have this article and then we'd also have an article for the design.

Mr. Harrington: Which hasn't come yet.

Chairman McGarry: No, right.

There would be another article for that?

Mr. Harrington: So, this is to add to an existing, you could wait for the amount and have that for the design/build or do you want a separate design warrant article?

Selectwoman McHugh: Isn't there already one?

Mr. Harrington: No, not yet.

We could use this as a placeholder and just rewrite the warrant article with an amount.

Vice Chairman Pitman: Sounds like a really good idea.

Chairman McGarry: Leave it as a placeholder?

Vice Chairman Pitman: Yes.

Chairman McGarry: Yeah, that's kind of what my thought is.

Mr. Harrington: And then we'll come up with the verbiage and the amount once ...

Vice Chairman Pitman: Correct.

Mr. Harrington: It may move in the order depending on the amount because this is, this ...

Chairman McGarry: This would move up.

Is that okay with everybody else?

Selectwoman McHugh: Now, what are you doing? Sorry.

Mr. Harrington: We're going to use this as a placeholder until the design bids come in and the Board decides how much they want to put aside in a warrant article for the design portion of the RFP.

Selectwoman McHugh: When is that supposed to be coming in?

Mr. Harrington: Those are due on the 17<sup>th</sup>

Selectwoman McHugh: Okay.

Vice Chairman Pitman: So, we're only looking at a couple weeks.

Mr. Harrington: Correct.

Chairman McGarry: Those are due on the 17<sup>th</sup> but then we have an interview process we have to ...

Mr. Harrington: It's going to be very tight.

Chairman McGarry: And then interview and then we open up the bids so ...

Vice Chairman Pitman: January, correct?

Chairman McGarry: Yes, January 11<sup>th</sup>.

Vice Chairman Pitman: We'll be all right then.

Chairman McGarry: Yeah.

Vice Chairman Pitman: So, just a placeholder.

Mr. Harrington: Okay.

And the next one is Article 9 but as I explained earlier, I talked to the chief. He is recommending pulling this warrant article.

Vice Chairman Pitman: Good.

Mr. Harrington: The last one is Article 15. I don't know if Nick has come up, I believe you asked him to come up with quotes for ...

Chairman McGarry: Yeah, he was talked about a \$15,000.00.

Selectman Barnes: That's what the committee discussed the other night to move this 10 to 15 and we discussed the suggestion relative to the type of vehicle so, I mean, it's, that hasn't been decided on completely at this time because we want Nick and John to have some flexibility in purchasing whatever that vehicle turns out to be.

Vice Chairman Pitman: So, should we leave this Dwight as a placeholder, also or we just put it at 15?

Selectman Barnes: I think we recommend this if we want to or not at 15.

Chairman McGarry: At 15.

Vice Chairman Pitman: You can always move it, right?

Chairman McGarry: Yeah, sure.

Is everybody okay with that?

4-0-0 Recommended by Select Board

Mr. Harrington: That just leaves one warrant article to go which was Number 6.

Chairman McGarry: Number 6. Okay.

#### **New Business:**

Chairman McGarry: All right. New business.

How many bidders or potential bidders or interested firms, are design/build firms are there?

Mr. Harrington: Seven or Eight.

Chairman McGarry: Okay, seven or eight.

Mr. Harrington: I sent out seven or eight notices.

Chairman McGarry: So, with that, hopefully we'll have to, get some definite interested parties.

Anybody else have any new business, other business?

#### **Other Business:**

Selectman Barnes: We have this information about Thurston Pond and Ridge Road. Is that, are we going to act on that?

Mr. Harrington: That was a request by the Board of Selectmen to find and share the agreement release maintenance of Thurston Pond and Ridge Roads. That's why you have that.

Selectman Barnes: So, is there going to be any action taken on that?

Mr. Harrington: Unless the Board wants to. I think it was just for information.

Chairman McGarry: Yeah, I think probably we should send a copy of this to George Thompson, too.

Mr. Harrington: Okay.

Chairman McGarry: Highlighted that who, which property owners were given the authority to take in to the maintenance.

Selectman Barnes: So, these, this, both of these agreements, did they continue to pertain to the current landowners?

Mr. Harrington: That's my understanding. It follows the property, not the person.

Selectman Barnes: So, all right, these are the rules under which things can happen there.

Chairman McGarry: Right.

Vice Chairman Pitman: Is that true, Joanne?

Mr. Harrington: Joanne, just so you know what I've shared with them ...

Joanne Bradbury: the 91 agreement and the 94 agreement.

Mr. Harrington: That's correct.

Ms. Bradbury: Yes, we were given authority to improve and maintain Thurston Pond Road and part of Ridge Road in order to ensure access by the landowners as well as the emergency vehicles. Police, fire, ambulance.

In order to make sure that the road was kept up to a standard that they could get there as well as school buses but there are no children living on that road at this time and there haven't been in the 30 years that I've lived there.

So, we, let's see, Mr. Adams couldn't be here tonight but he did install a water bar which was substantially similar to a water bar that had been installed roughly 10 years ago, I think is the time frame that it was but the water bar and also, water bars were installed up above the outlet of the pond roughly 10 years ago in order to prevent the washouts that were occurring and making deep chasms in the road.

And so, we consider that all of those efforts at maintenance were completely within the bounds of the road maintenance agreement that was agreed to by us and the town and now Mr. Adams and Mrs. Adams have purchased the property of Kate Hartnett so that they are now, they have now stepped into the shoes of those landowners. They are the landowners now and it was their driveway that was being washed out by some of those extreme rain events that we recently had not that long ago this year.

So, yeah, we believe that it is all in the accordance with the agreement. We've done it for 30 years and that's it unless you have other questions about it.

Vice Chairman Pitman: There's nothing we need to act on.

Ms. Bradbury: Well, I think that I got a, I read a copy of Mr. Thompson's letter asking you if this was, if you agreed that it was within the bounds of the maintenance agreement that's in place and that's been in place for 30 years and I think the answer is yes, it's not the town's responsibility to maintain it, the town absolved itself from all responsibility when we took it on and in order to ensure the access of the emergency vehicles, those water bars are very important because it does wash out without them.

I saw some time over, I think it was during the summer, I saw kind of a similar water bar that had to be put in on, coming down the Meetinghouse Hill Road where there was a bunch of washouts there. Even though that's a paved road, the road agent had to dig a trench out so that the water would be diverted over to one side of the road.

Chairman McGarry: Right.

Ms. Bradbury: And if this, is similar to that, I mean although it's not a paved road, in order to keep the water from just washing everything out, those water bars really do work.

Chairman McGarry: Okay. Dwight?

Selectman Barnes: I have a couple questions.

Number one. I believe in Mr. Thompson's letter, he stated that this work has created a negative impact on his property, is that correct?

Ms. Bradbury: I think that's what he said.

Chairman McGarry: I think that's what he said, yeah.

Selectman Barnes: Okay.

Ms. Bradbury: I don't agree that has created any negative impact. I mean, you do over any water bar which is about six inches. You have to slow down. You can't run over it fast. It's like a kind of like a speed bump and there's no material that have been diverted onto Mr. Thompson's land. It is just down the side of the road within the stone walls so it's within the part of the road that the town owns.

Selectman Barnes: I was under the impression that a lot of the water was going onto his property whereas there wasn't previously.

Ms. Bradbury: Yeah, I had, I did not see that. I don't know, I know that roughly, I don't know, a few years back, it might have been at the time the previous water bars were worked on up there, the select board had a few members that went up there and checked it out to look at it and didn't find any problem with it going actually onto any area of the land abutting the road, it was just going down the side of the road and staying there.

When I went up to look at this one, I've only been up once to look at it, I didn't see anything other than material being diverted along the side of the road within the stone walls.

Selectman Barnes: So, do we have a responsibility to reply to George on this matter?

Vice Chairman Pitman: It doesn't sound like it's our, we should get back to him. Maybe send him a copy of this.

Chairman McGarry: I guess the only question I would end up having and I'd look to John on this one is this first paragraph on these in the 1994 agreement says that the work is to be under the direction and control of the town road agent so should we have the road agent go up and take a look and address the concerns that were raised by Mr. Thompson on this?

Mr. Harrington: I could certainly ask him to go up and look.

Chairman McGarry: Do the other board members have the same reading on this as I do?

Selectwoman McHugh: I was just showing that to Dick. Yeah, I think Steve should be involved in this.

Selectman Barnes: Because he has not been involved previously in this particular situation, right?

Vice Chairman Pitman: No, it was strictly a beaver dam issue.

Selectman Barnes: But according to this 94 agreement, he should have been involved in it.

Ms. Bradbury: Well, under the 91 agreement, the initial improvement to the road was done working with the road agent at that time who was a Mr. Twombly and that, just that initial improvement of it and then these water bars back 10 years ago were or 94, more than 10 years ago, Mr., whoever the, I'm not sure who the road agent was at that time but yes, they had been involved only in the initial improvement of the road in 1991 and then in, those, with respect to those water bars back in, I don't know the exact date those other water bars went in. They went in above the pond and above the Hartnett's driveway.

Selectman Barnes: Yeah, but based on the 94 agreement, when work is going to be done there, it's supposed to be done under the direction and control of the road agent, correct?

Ms. Bradbury: Well, I think they took that to mean that at that time when they did that work, they worked with the road agent but the road agents have never been involved in anything other than the initial improvement and then those water bars that were needed back in 94.

No road agent was directed to anything other than those. Those are the times that they got involved in it, so ...

Selectman Barnes: But, doesn't this 94 agreement state that the road agent needs to be involved.

Ms. Bradbury: Yeah, at that time, yeah, they did work with the road agent.

Selectman Barnes: So, you're saying that it doesn't pertain to anything that happens after 94?



Ms. Bradbury: I don't honestly don't know the answer to that. They, the road agents have not been involved in anything since those water bars and the original improvement of Thurston Pond and Ridge Roads.

Selectwoman McHugh: At least, just to answer Mr. Thompson's questions, the road agent could be involved.

Selectman Barnes: It sounds like the work that's been done there, you know, a lot of folks believe that it's necessary and appropriate but I think my concern is that if that work gets done and then there is somebody that's not happy with what was done, I mean, we kind of need to get ahead of that.

I think one way would be to have the road agent involved in the future if any other work is to be done down there.

Ms. Bradbury: We just have to be sure that the road agent doesn't actually get involved in doing any of the work because you can't do that.

Chairman McGarry: Right.

Selectman Barnes: Right.

Ms. Bradbury: Once that starts to happen, it becomes, it opens up other issues.

Chairman McGarry: Right. It can open up a big can of worms for sure.

Right, maybe have Steve go and take a look and give him George Thompson's letters to see if in fact, there's any damage or whatever occurring on Mr. Thompson's property.

Mr. Harrington: I'll talk to him tomorrow.

Ms. Bradbury: There was one other thing I wanted to point out.

Mr. Adams did lower the water bar after hearing from Mr. Thompson in order to address his concerns so it is lower than the work that he did right at first so I don't know if Mr. Thompson has looked at it since then. I don't know. But it is lower. I looked at it twice. Once right after it was done and then after Mr. Adams had taken it down somewhat and it just strikes me as just a regular water bar.

Selectman Barnes: So, when you say, taking it down, so it's not as deep now?

Ms. Bradbury: Yeah, that's, yeah, it didn't look as deep to me. It's not nearly as bad as the ruts and the outcroppings that are further up the road towards the pond. Nothing like that.

Selectman Barnes: Thanks, I'm good.

Chairman McGarry: Good.

All right, do we have, we haven't got anything under non-public, right?

Mr. Harrington: Not for me.

Chairman McGarry: All right.

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

##### **Ms. Bradbury – Thurston Pond Road**

I was thankful for your encouragement about the cemeteries. The cemeteries are so important and I'm happy to hear that we hopefully will be able to get some work done on them.

We took out a big, well, Mr. Messina took out one of the big pine trees that was doing damage to the cemetery at Merrill's Corner which is accessed by way of Thurston Pond Road and it was, it's you know, it was pricey and it was important to get it done because it was damaging the stones and the, you know, all the roots and everything and the limbs falling from it, so yes, thank you for that.

Chairman McGarry: Okay, thank you.

**Motion:** Vice Chairman Pitman moves to adjourn at 6:42 pm

**Second:** Selectwoman McHugh

**Discussion:**

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

**Next Meeting: Monday, December 13, 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*