

**Town of Deerfield
BOARD OF SELECTMEN
April 17, 2017
MINUTES**

Call to Order

5:30p - Chairman Barry called the meeting to order.

Present: Stephen Barry, Chairman; Richard Pitman, Vice Chairman; Fred McGarry, Andrew Robertson, and Jeff Shute, Selectmen

Pledge of Allegiance to the Flag

Chairman Barry asks all to rise and pledge allegiance to the Flag.

Scheduled Appointments

Highway Bids - Paving

- RD Paving - \$59.05/ton
- Broxx Industries - \$59.49/ton
- Pike Industries - \$59.80/ton
- Advanced Excavating & Paving - \$68/ton
- GMI Asphalt - \$63.40/ton

Highway Bids - Winter Sand

- Northeast Earth Mechanics - \$9.88/ton
- Merrill Construction - \$7.74/ton
- Plourde Sand & Gravel - \$9.91/ton

Highway Bids - Road Reconstruction Materials

	Gravel			Stone		
	1 ½ inch	¾ inch	3 in	¾ inch	1 ½ inch	6 inch
Deerfield Sand & Gravel	\$10.20/ton / (\$7.45/ton picked up)	\$10.20/ton / (\$7.45/ton picked up)	\$10.20/ton (\$7.45/ton picked up)	\$12/ton/ (\$10/ton picked up)	\$12/ton / (\$10/ton picked up)	\$12.25/ton / (\$10.25/ton picked up)
Northeast Earth Mechanics	\$11.88/ton	\$12.55/ton	\$10.89/ton	-	-	-
Plourde Sand & Gravel	\$11.05/ton	\$11.05/ton	\$9.38/ton	\$11.50/ton	\$11.75/ton	\$11.75/ton
Merrill Construction	\$12/ton	\$12.50/ton	\$10/ton	\$15.50/ton	\$15.50/ton	\$15/ton

Highway Bids - Roadside Mowing

- Gary Sanborn - \$6,700

All bids were forwarded to the Road Agent for review and recommendation.

Pleasant Lake Association - DES Study Results

John Duffey and Ann Shoals of the Pleasant Lake Association presented a recap of the recent study and resultant report done by the DES. The analysis was made possible through a 2014 grant from the Southern New Hampshire Planning Commission and the DES. Mr. Duffey described that the Pleasant Lake watershed covers 500 acres over 3.6 square miles and is fairly well contained. The turnover rate of the water can be problematic. The body turns over once every two years. Evaluations done between March 2015 and December 2016 indicate that the overall quality of the lake is excellent, but noted that low oxygen levels can pose a challenge for fish survival. The Watershed assessment identified 15 "hot spots" where sediment transport is contributing to phosphorus levels. The group has set a goal to reduce lake phosphorus levels by 43 kilograms per year.

Ms. Shoals described the shoreline survey. The average shoreline disturbance score was 10.4, a score greater than 10 is an indicator of potential detriment to the lake. Eight parcels scored 14, one hundred and twenty four properties scored between 10 and 13. The Association will encourage landowners to use vegetative buffers. Short term recommendations from the study were to improve the invasive species defense efforts and to increase the frequency of DES monitoring. The Association has applied for a \$20,000 grant through Patagonia and will work to continue encouraging the implementation of best practices including installation of rain gardens, diversion of runoff, reduction of non permeable surfaces, and an increase in general awareness and education.

In 2017 the Association will collaborate with Bear Paw and the Northwood Area Land Management. Additionally, they are working with the Town of Northwood on a watershed ordinance. The Chair of the Northwood Planning Board was in attendance and spoke that Northwood is very receptive to the project and that review of the ordinance is on its agenda for next month.

The Board thanked the group for its efforts and dedication to maintaining the quality of the Pleasant Lake.

Regular Business

Minutes - March 27, 2017

Motion: Vice Chairman Pitman moves to approve the minutes

Second: Selectman Robertson

Vote to approve as amended: Yea 5, Nay 0, Abstained 0 - Motion Carries

Accounts Payable - \$86,830.44

Motion: Selectman Robertson moves to approve

Second: Selectman Shute

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Non Contemporaneous Business

Accounts Payable - \$129,473.51

March 31 and April 3 - 3 Members Signing

Accounts Payable - \$57,697.51

April 6, 8 and 11 - 3 Members Signing

Payroll Manifest - \$59,355.28 (\$43,762.30 net)

April 6, 7, 8 and 11 - 4 Members Signing

Action Company Contract - James R. St. Jean

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Joe Manzi - Parks & Recreation Updates

J. Manzi updated that Nick Lawrence has been hired to fulfill the Assistant Director Position and will start May 2nd. Mr. Lawrence most recently worked with the NH Jobs Corps.

J. Manzi provided the Board with a proposal to install irrigation at Bicentennial Fields. He spoke that last year's drought, together with use levels proved hard on the field surface. The quote information comes from Colbath Landscaping and the Parks & Recreation Commission is in support of the proposal. The Board asked that, due to the cost amount, a second estimate be collected.

Lastly, J. Manzi asked for permission to increase the wages for an After School Employee from \$8.50 to \$10. The individual has turned 18 and will move from a staff aide to staff. The Board had no objections to the change.

Rescue Squad - Emergency Education Consultants Contract - \$3,550/year

Motion: Vice Chairman Pitman moves to approve the contract and authorize the Chair's signature

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Policy Updates

Changes have been proposed to the Town's Sexual Harassment, Code of Conduct, Social Media Guidelines, Confidentiality, Domestic Violence, Holiday and Personal Leave policies. Selectman McGarry has suggested edits to be provided to the Town Administrator. Final Policies will be brought forward for adoption at a later meeting.

Heritage Commission - Request to Appoint Kelly Roberts, James Deeley and Daniel Tripp

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Timber Tax Levy - \$193.79 - Ronald and Nicole Lord, Reservation Rd

Motion: Selectman Robertson moves to collect the tax

Second: Vice Chairman Pitman

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Notice of Intent to Cut Wood or Timber - Map 419, Lot 10 at South Rd & Nicholas Rd

Signatures Executed

Land Use Change Tax - \$47 - Karen Marquee, Map 209, Lot 21-2

Motion: Vice Chairman Pitman moves to collect the tax

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Land Use Change Tax - \$6,500 - Tukkor Real Estate Development

Motion: Vice Chairman Pitman moves to collect the tax

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Appointments

Deborah Murphy - Heritage Commission

Fran Menard - Heritage Commission

Richard Pelletier - Health Officer

Kevin Barry - Co-Director of Emergency Management

Denise Greig - Deputy Health Officer, Welfare Administrator & Co-Director of Emergency Management

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Utility Appraiser - Recommendation to Deny Abatement of Taxes - NH Electrical Co-Op

Motion: Vice Chairman Pitman moves to deny the abatement request

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Utility Appraiser - Recommendation to Deny Abatement of Taxes - PSNH dba Eversource

Motion: Selectman Robertson moves to deny the abatement request

Second: Selectman Shute

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Recommendation to Deny Abatement of Taxes - Dean & Donna Wolfe - 126 Hartford Brook Rd

Motion: Selectman Robertson moves to deny the abatement request

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Recommendation to Abate \$31 - 22 Penn Ave, Map 208, Lot 104

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Utility Appraiser - Recommendation to Deny Abatement of Taxes - Fairpoint

Motion: Selectman Robertson moves to deny the abatement request

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Permit Application - \$500 Veteran's Tax Credit - Andrew Bruno, 115 Hartford Brook Rd

Motion: Selectman McGarry moves to approve

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Permit Application - \$500 Veteran's Tax Credit - Arthur Demers, 52 Raymond Rd

Motion: Selectman Robertson moves to approve

Second: Selectman Shute

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Permit Application - \$500 Veteran's Tax Credit - Robert Perry, 14 Range Rd

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Permit Application - \$500 Veteran's Tax Credit - Thomas Dillon

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Permit Application - \$500 Veteran's Tax Credit - Edward Fahey, Mountain Rd

Motion: Selectman McGarry moves to approve

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Veteran's Tax & Disability Credit - Change of Address - Harley Stevens, 13 Perry Rd

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Police Department - Mitchell Newell

Chief Duquette has written the Board to inform that Mitchell Newell has completed an extensive hiring process. The Chief recommends hiring Mr. Newell as a Probationary Officer.

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Town Administrator's Report

The State Safety Inspection of Government Buildings was completed on April 10, the report will be available in approximately three weeks. The George B. White Building, Library, Fire Station, Highway Shed and Town Hall were included in the review.

The phase generator has been installed and is in service as of March 30. The Highway Department Summer hours began April 6th. The Transcriptionist position has been filled by Dianne Kimball, Ms. Kimball will start May 1st.

J. Harrington provided a quote for a 5X8 enclosed trailer with rear swing door in the amount of \$2,699. He described that currently the Town is paying \$499/month to rent a mix stream recycling bin. His recommendation is to use the 5X8 trailer to collect cardboard and estimates that the proceeds from the collection will pay off the trailer in 5 months. Going forward the revenue from the recycling would be income to the Town.

Denny Greig would like to remind everyone that Saturday, April 22nd is Earth Day (along with Selectman Robertson's birthday). Volunteers will be meeting in the Town Hall Parking Lot for roadside cleanup from 9a to 11a and a Chili and Chowder event will follow from 11a to 1p.

J. Harrington has secured delivery of two LED Message Boards that were awarded the Town via Grant in 2008. They will be mounted at the GBW Building and DES with the understanding that, in an emergency, the Homeland Security will take control of the messaging.

An analysis of the Town's legal expenditures year to date, has been concluded. The 2017 Budget, including \$15,000 added during the Deliberative Session, totals \$43,572. To date costs incurred for

representation regarding Northern Pass are \$19,143.61, a 43.9% usage. Selectman Robertson spoke that it seems likely the representation could cost some \$50,000 by years end. He suggested that testimony during the adjudicative sessions could continue without the use of counsel. The Board agreed to notify Attorney Whitley that, absent other funding options, Deerfield will need to terminate its services at the end of April.

Unfinished, Other or New Business

Selectman McGarry raised questions around the Highway bids, noting that Pike included traffic control costs in its bid, and that the mix of the type of road reconstruction materials would impact which contractor was the lowest overall cost. The Road Agent confirmed that he takes those variables into account and that in 2016 the road reconstruction materials contracts were split among multiple vendors.

M. Young also noted that it is time to begin crushing at the Town Pit, between 2,000 and 3,000 yards will be processed. Deerfield Sand and Gravel has agreed to work with the Town at the same rate as in the past, the Board had no objections.

Selectman Robertson asked for an update around the forming of a Committee for the Fire Chief. Chairman Barry noted that the Town Administrator has a list of names of people who are interested in participating, he suggested the group would hold one or two meetings to develop a job description. The Board would like to use the Fire Association's Executive Board once the interviews and selection get underway.

Selectman Robertson asked that work continue regarding the Safety Services Building Committee, he feels the Town has a critical need, particularly regarding the Police Department facilities.

Citizens Comments

Harriet Cady suggested that it would be a more efficient use of the Town website to put policy proposals out for comment and input, and to list the various vacancies on Boards. Ms. Cady asked which assessor has recommended denying the utility abatements, the Board answered that the recommendation has come from AVATAR. Regarding the Safety Services Complex, Ms. Cady suggested that the Town look to appoint a committee charged with completing the task, as she was involved in to build a new school in the Town of Raymond.

Jeanne Menard agreed with Selectman Robertson's position that the Town is able to participate in the Northern Pass SEC process without representation. She noted that the next round of topics will be April 28th and that the Town will need to identify areas where it would like to participate five days prior to that date. Ms. Menard feels this is an important part of the process and urged the Town's participation.

Matt Fisher of Griffin Rd, commented regarding the Safety Services Complex, he urged the Town not to shift attention away from the Fire Department facilities in the time of uncertainty. He feels the Fire Department's facilities are as important as the Police Department.

Adjourn

Motion: Vice Chairman Pitman moves to adjourn the meeting of April 17, 2017

Second: Selectman Robertson

Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Next Meeting Monday, May 1, 2017 @ 5:30p

*The Minutes were transcribed and respectfully submitted by Katherine A. Libby, Recording Secretary.
Pending approval by the Board of Selectmen.*