

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
February 14, 2022  
MINUTES**

**Call to Order**

After the Public Hearing – Chairman McGarry called the meeting to order

**Present:** Fred McGarry, Chairman, Richard Pitman, Vice Chairman, Alden Dill, and Cynthia McHugh, selectmen.

**Absent:** Dwight Barnes, Selectman.

**Pledge of Allegiance to the Flag**

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

Chairman McGarry: Nick Lawrence is on the agenda and he's going to be appearing by ZOOM.

**Nick Lawrence – Parks and Rec**

Mr. Lawrence: Good evening to the Board.

So, just one quick item. Just putting forth a personnel action request form for a pay raise, or pay increase for our assistant director as agreed upon during the hiring process. We said that we would review the assistant director in six months and he did create a good result on his evaluation and we would like to put forth the action request to have his pay increase made which John Harrington has possession of.

Chairman McGarry: Board have any questions?

Vice Chairman Pitman: Well, if we agreed to it, let's do it.

Selectman Dill: What's the increase, John?

Mr. Harrington: It's in the signature folder.

Chairman McGarry: Oh, okay.

Mr. Harrington: That's all assessing. You can skip that folder.

Vice Chairman Pitman: I didn't see it earlier.

Mr. Harrington: There should be two in there.

Chairman McGarry: So, we have Eric Menard and currently at \$18.75 an hour and I guess Nick is proposing to go to \$19.50 an hour?

Mr. Lawrence: That is correct.

Chairman McGarry: What's the Board's pleasure with regard to that?

We need a motion, John?

Selectman Dill: Yeah, we need a motion.

**Motion:** Vice Chairman Pitman moves to raise the pay of Eric Menard to \$19.50 per hour

**Second:** Selectman Dill

**Discussion:**

Selectwoman McHugh: Is this the assistant director that the town is now paying his salary, too? His pay?

Mr. Harrington: The town is currently paying half his salary. The other half is coming from the revolving fund. Should the budget pass, the way it's proposed, it would be the full salary.

Selectman Dill: Like Dick said, if we agreed to this when we were negotiating...

Chairman McGarry: Right.

Selectwoman McHugh: Just asking.

Vice Chairman Pitman: Oh, you should, you should ask.

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

Chairman McGarry: Vote's unanimous.

I'll sign on behalf of the Board.

Anything else, Nick?

Mr. Lawrence: That was all for now. Thank you, guys. Have a good night.

Selectman Dill: Oh, did we lose Nick already?

Mr. Harrington: No, he's still there.

Selectman Dill: Nick, have we done anything about signage down at the, I almost called it the hockey rink but the ice-skating rink about hockey?

Mr. Lawrence: In regards to hockey, we have not because we haven't really changed our tune with it yet.

Selectman Dill: I was just wondering if we put up signs saying "no hockey"?

Mr. Lawrence: We could certainly do that. I haven't had, I think, initially, we had a couple of concerns with it, with folks doing it. We did put out a message and I haven't had any other complaints about it but we can certainly take that step for the last couple of weeks where we have the weather to do it.

Selectman Dill: Because I had talked about that at the last meeting. You know, if that's the insurance company's policy right now, we have, we should put up some signs saying "no hockey".

Mr. Lawrence: Sure.

Mr. Harrington: Actually, I did contact Primex on that. Their recommendation was if we were going to have a public rink available, open to the public, that their recommendation would be to schedule days and hours for each, pleasure skating and ice hockey skating to allow everyone to use the rink fairly but not interact for safety reasons. You don't want small children on there learning how to skate with people trying to play hockey.

Selectman Dill: I think that would be kind of a next year plan. I mean, that's my take. We have a couple more weeks on it. I think we would be better served just sticking with our current policy of no hockey.

Mr. Harrington: That's what I heard from Primex.

Selectwoman McHugh: There are a lot of people down there playing hockey. There's a lot of hockey skaters down there so I think, if they're going to do signage, do it, give them a couple of hours a week or something to play.

Chairman McGarry: Is that something you could do, Nick?

Mr. Lawrence: I can certainly do that and we did have that conversation. I had that conversation with John. We just. The past couple of weeks we really haven't had, you know, the rink hasn't been open so we've kind of been holding off on it.

We can certainly put together some hours for the last couple of weeks that, you know. Again, I think we're going to have another warm week coming up, too.

Selectman Dill: Yeah, I think this is probably the end of this coming up pretty quick.

Mr. Lawrence: Yeah. We're running out of time, for sure so if that's the plan, we could certainly put something together until the season's over.

Mr. Harrington: I'll, I can certainly have a talk with Nick. Tomorrow we can come up with a plan for shared ice time for the rest of the year.

Chairman McGarry: Okay. Good.

Selectman Dill: Yeah, because we're going to be closed, I'm guessing again, Thursday and Friday.

Mr. Lawrence: Right.

Chairman McGarry: Temperature are going to be in the 50's.

Selectman Dill: Yeah, it's going to be in the 50's and 60's and raining again, unfortunately.

Chairman McGarry: Right.

Selectman Dill: But it has been successful so good job on that, Nick.

Mr. Lawrence: Thank you.

Chairman McGarry: Thanks, Nick.

#### **Regular Business:**

##### **Review of Outstanding Minutes of January 31, 2022**

**Motion:** Selectman Dill moves to pass the minutes of January 31, 2022 as written

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

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

##### **Accounts Payable Manifest - \$78,731.12**

**Motion:** Selectman Dill moves to approve the Accounts Payable Manifest

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: You have no payroll for today?

Mr. Harrington: No. Other than the two remotely signed ones that are in the Correspondence Folder you may want to mention at this time. The other blue folder.

Chairman McGarry:

**Accounts Payable Manifest for February 7<sup>th</sup>, 2022 was \$875,758.51 of which \$800,000.00 was going directly to the school.**

**Payroll Manifest for February 7<sup>th</sup>, 2022 was in the amount of gross payroll of \$87,427.41 with a net payroll of \$56,940.15.**

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

Chairman McGarry: We have ...

Mr. Harrington: That cover sheet explains what the letter is for, Fred.

Chairman McGarry: Okay, attached please find a draft letter that we would like you to send on your letterhead to PSNH, signed by the Board of Selectmen.

This information is being requested in order to complete utility values for tax year 2022.

Please email this request as soon as possible.

If you do not have the ability to email (we can do that without any trouble so).

Mr. Harrington: That is a request from Avitar.

Chairman McGarry: Avitar. So, this reads:

"Per our assessor, we are requesting a detailed asset report for all transmission assets located in our municipality.

Please include FERC code, year put in service, asset description as well as original cost.

Also please include the number of easement acres owned along with the length and width of said easements.

This information should be provided to us by July 1<sup>st</sup> of this year in order to forward to our assessor, the property value of your assets for tax year 2022."

**Motion:** Selectman Dill moves to sign the letter to send to PSNH

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Selectwoman McHugh: We don't already know what property they have or what easements they have?

Vice Chairman Pitman: They're trying to get updated values.

Chairman McGarry: Yeah, I believe it's what, the assessed value is.

#### **Land Use Change Tax – Michael Girardin, 14 Raymond Road - \$10,000.00**

**Motion:** Selectman Dill moves to collect the Land Use Change Tax in the amount of \$10,000.00

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

#### **Veteran's Tax Credit – Dustin Ward, 205 Mt. Delight Road - \$750.00**

**Motion:** Selectman Dill moves to approve the Veteran's Tax Credit for Dustin Ward for \$750.00

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

#### **Veteran's Tax Credit – Jeffrey Crown, 29 Old Centre Road - \$4,000.00**

**Motion:** Vice Chairman Pitman moves to approve the Veteran's Tax Credit for Jeffrey Crawn in the amount of \$4,000.00

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Veteran's Tax Credit – Amber and Thomas Cote, 10 Scott Lane, \$750.00**

**Motion:** Vice Chairman Pitman moves to approve the Veteran's Tax credit for Amber and Thomas Cote in the amount of \$750.00

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Solar Energy Tax Exemption – Kenneth and Mary Dugas, 46 Cotton Road - \$24,000.00**

**Motion:** Selectman Dill moves to approve the Solar Energy Tax Exemption for Kenneth and Mary Dugas for \$24,000.00

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Solar Energy Tax Exemption – Paul Courtright, 210 South Road - \$13,800.00**

**Motion:** Selectwoman McHugh moves to approve the Solar Energy Tax Exemption for Paul Courtright in the amount of \$13,800.00

**Second:** Selectman Dill

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Solar Energy Tax Exemption – Hutchinson Family Revocable Trust, 30 Lang Road - \$10,200.00**

**Motion:** Selectwoman McHugh moves to approve the Solar Energy Tax Exemption for the Hutchinson Family Revocable Trust in the amount of \$10,200.00

**Second:** Selectman Dill

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Personnel Action Request – Ann Leavitt, Library Assistant Substitute –**

It shows \$15.59 an hour but not a proposed rate.

Mr. Harrington: I think this is a new ...

Selectman Dill: This is the new person, the new hire?

Mr. Harrington: Yes.

Chairman McGarry: So, I need a vote from the Board to hire Ann Leavitt part-time as the Library Assistant Substitute at \$15.59 per hour.

**Motion:** Selectman Dill moves to approve hiring Ann Leavitt as the Library Assistant Substitute part-time at \$15.59 per hour

**Second:** Vice Chairman Pitman

**Discussion:**

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

Chairman McGarry: Three yes and one no.

And we have the proposed credit card policy for the town. I believe we all received a copy of this by email.

**Motion:** Selectman Dill moves to approve the proposed credit card policy for the town

**Second:** Selectwoman McHugh

**Discussion:**

Selectman Dill: As John said in the email that these are the stuff that the auditors have been proposing for us, correct so I think it's smart that we move ahead.

Mr. Harrington: For multiple years and both the finance director, Rita Donaldson and Pete Lemay have looked them both over and made any changes that are appropriate and so you have the final copies.

Vice Chairman Pitman: Very good.

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

Chairman McGarry: Vote's unanimous.

We have the Town of Deerfield Investment Policy.

**Motion:** Selectman Dill moves to approve the Town of Deerfield Investment Policy as written

**Second:** Selectwoman McHugh

**Discussion:**

Chairman McGarry: John, do you have any description on this one?

Mr. Harrington: This is a standard policy that most towns are asked to keep by any auditor. We've just not had one on file so I've basically taken common language that is used and adjusted it for our purposes.

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

Chairman McGarry: Vote's unanimous.

And similarly, we have a Town of Deerfield Fund Balance Policy.

**Motion:** Selectman Dill moves to approve the Town of Deerfield Fund Balance Policy as written

**Second:** Selectwoman McHugh

**Discussion:**

Chairman McGarry: John, do you want to add any ...

Mr. Harrington: This is the unassigned fund balance, fund balance that received quite a bit of discussion on Deliberative, at the Deliberative Session. This just assigns a policy to it. Again, recommended by the auditors. It's common language that most town carry. We just had nothing on file.

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

Chairman McGarry: Vote's unanimous.

### **Petition for Licensed Utility Poles, Underground Conduit**

This is a request by Public Service and requires an approval by the town. John, do you want to add anything there.

Mr. Harrington: There should be a map in there indicating the direction or excuse me, the location and the road agent has already reviewed it.

There are three copies of the same petition.

Chairman McGarry: And it's all for lines on Church Street, Old Centre Road, excuse me.

Selectman Dill: For new construction?

Vice Chairman Pitman: Changing it.

Mr. Harrington: It'll indicate whether it's a new pole or a change out from the symbol.

Vice Chairman Pitman: See the red and white ribbons?

Selectman Dill: Oh, new pole. Oh, I thought he said they were going underground. Okay.

Chairman McGarry: It's to remove a pole, install a pole and anchor, one, two, three, four, five, it appears.

**Motion:** Selectman Dill moves to approve the Pole Petition as presented

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Selectman Dill: Now we just have to get the phone company to come up and clean up their stuff after the electric company does it.

Chairman McGarry: Yeah, right.

Selectman Dill: I can't believe some of the stuff they've just left hanging around town.

Chairman McGarry: That looks like all our signatures.

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

As part of the Accounts Payable this week, there was an invoice in the packet for John Taylor and Sons. That is the company that Rick Pelletier chose for the Transfer Station septic system install.

I just need a vote on record in the minutes by the Board to expend Impact Fees for that project so that I can send that off to Pete.

**Motion:** Selectman Dill moves to approve the expending of Impact Fees for the installation of the septic system at the Transfer Station

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Mr. Harrington: And that total price will be \$16,100.00.

Vice Chairman Pitman: If they don't hit ledge.

Mr. Harrington: Right.

Second item. I wanted to update the Board. Many of you may know that we had an issue with the town hall sprinkler system last week.

I did get a professional opinion from R.B. Lewis and that has been passed on to Primex. I'll file a claim with them when all the work is done with an estimate for the repair, we will be submitting that to Primex and hopefully get some coverage on that.

Chairman McGarry: Good.

Selectman Dill: Briefly John, what did they say the issue was?

Mr. Harrington: That's what I'm going to go over.

Selectman Dill: Oh, I'm sorry.

Mr. Harrington: It starts out by saying the system is indeed dry but from age, trip test, false trips, etc. occurred and water entered these pipes drops which is where the sprinkler head is and did not drain. This is typical as water does not drain upwards.

The heat was isolated and icing of the internal piping water occurred. The ice expanded and caused the cast iron fittings to crack and therefore discharged the system's air pressure.

Once the system's air compressor could not keep up, the valve tripped and caused water to enter the system.

Lastly, though the system is installed "dry" and he has that in quotes, with return bends and low point drains, it is not uncommon for water to enter pipe drops which are the sprinkler heads.

To overcome this, we make all attempts to place the return bend as close to the piping drop as possible.

For the bathroom core in particular, the return bend was immediately at the branch line, not at the piping drop.

If it was, it probably would have been okay similar to the forty to sixty other pipe drops within the system, within the building. That did not show any signs of freezing.

My initial thought is that this level was looked at, at the time of the original installation as a "heated" area instead of a potentially freezing area hence less formalized piping configuration.

So, that is what he reported. I asked him to submit a report for Primex and that's been submitted.

So, it was a cascading cause of events which led to that. Luckily, only one sprinkler head had broke off and Ray was at the back of the building at the time and was able to stop the water almost immediately.

And I was told by Ray this afternoon that R.B. Lewis is going back over tomorrow. They're going to pressurize the system, not with the online system, just to determine if there's still any problematic sprinkler heads. They want to make sure the system is as up to working order as possible before they bring the compressor back on and lastly the water because what we certainly don't want is a repeat of what just happened.

Vice Chairman Pitman: Right.

Mr. Harrington: And the building is currently heating and will remain heated for the rest of the winter season at this point.

Short of removing every fixture, which is every sprinkler head and draining it, that would be the only way to ensure that there's no moisture in there and we certainly don't want to take any chances. The fact that it is isolated above a suspended ceiling doesn't help. Heat has a hard time getting through the ceiling tiles to keep that area warm anyway.

Selectwoman McHugh: We'll never be able to not heat the town hall?

Mr. Harrington: Not with this system and as I said in the beginning, with all of the multiple tests they have to do, water ends up in the system anyway so the trial of not heating the building, I don't think is going to work for this system. To be on the safe side, we'll probably have to keep minimal heat in there year-round.

Selectman Dill: So, to piggyback on Cindy's question, can we ask if there is any upgrades to the sprinkler system that we can do so that if we, so that we could make this an unheated building in the winter?



Mr. Harrington: I will ask that question.

Selectman Dill: If we can add some sort of ....

Mr. Harrington: Different configuration?

Selectman Dill: Yeah.

Mr. Harrington: I can ask that question.

Chairman McGarry: That's a good question and it is certainly ...

Selectman Dill: Yeah, if we're saving tens of thousands of dollars not heating...

Chairman McGarry: Right.

Selectman Dill: And we have to spend a couple of thousand dollars to modify the system, I'd like to know our options.

Chairman McGarry: Yeah, definitely.

Vice Chairman Pitman: A little over \$3,000.00 a month.

Selectman Dill: Yeah. Which adds up.

Mr. Harrington: And it was saving that especially this year during those cold snaps.

Vice Chairman Pitman: Especially at \$3.65 a gallon.

Mr. Harrington: Okay. I'll ask that question and as new information becomes available; I'll update you.

Selectman Dill: And what do we have for damage up there? Water damage?

Mr. Harrington: Most of the water actually, because the floor is so old and it's cracked, flowed right through the floorboards into the dirt cellar and whatever was left, the firefighters that showed up squeegeed the rest out, so minimal.

Chairman McGarry: Good.

Selectman Dill: That's also how our heats leaves the building, minimally.

Chairman McGarry: Yeah.

Mr. Harrington: I'd also look to the Board for a motion. There was the last invoice that came through from R.B. Lewis to reset the sprinkler tank, jockey pump and replace the discharge pipe. That invoice was for \$3,427.00 to be paid from the Municipal Government Building Trust Fund. We need a motion from the Board in order for me to send a letter to the Trust Fund.

**Motion:** Selectman Dill moves to approve paying the invoice from R.B. Lewis in the amount of \$3,427.00 from the Municipal Government Building Trust Fund

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Mr. Harrington: Just for your information, that brings the total spent on the project to \$23,407.00 for the total tank repair and such.

Another piece of information for you. Our finance director, Rita Donaldson reported that credit card earnings from 2021 which is those large packets of invoices you're seeing spent on the credit card, the town was able to realize a

gain of \$2,375.00 and that was only from May to December. So, I'm looking forward to a full year that we can realize a little bit more.

And that goes right into the Citizen's Investment Account which is the account we need to keep open in order to have the charge card with Citizen's Bank.

Unfortunately, the interest rate is only 0.1 percent but it's going into that.

Last month, Eversource sent a letter out to all property abutters of right-of-way where upcoming vegetation management will take place. Work will begin this week. A sample of the letter is in the correspondence folder if you'd like to see it.

Lastly, you all the two choices of the 2021 Town Report art cover that were sent in and if you would like to make a choice so that we can send it off to the printers, that would be appreciated.

Vice Chairman Pitman: I'd like to see it be the skating rink.

Selectman Dill: I think, yeah, I think we're all in agreement on that.

**Motion:** Selectman Dill moves to go with the skating rink for the cover of the 2021 Town Report

Mr. Harrington: Skating rink?

Selectman Dill: Or it's a skating rink in front of the gazebo. It took me ....

Mr. Harrington: It took me ... Is it the drawing?

Selectman Dill: At first, I thought they were throwing snowballs and then as I sat here during the meeting, it occurred to me it's the rink because they're not playing hockey.

**Second:** Vice Chairman Pitman

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Mr. Harrington: And lastly, in our balance sheet, there is still a 250<sup>th</sup> Anniversary Fund line. She is recommending that the fund be closed. The last time there was any activity in that was 2017.

There is an amount of \$11,469.81.

She has talked to DRA and this fund was not established by warrant article hence no restriction exists for those funds so she'd just like to roll those dollars into the general fund but I wanted to get the Board's approval before she did that.

Vice Chairman Pitman: SO that would go towards taxes?

Mr. Harrington: That goes into our general fund which is the unrestricted fund.

**Motion:** Vice Chairman Pitman moved to eliminate the 250<sup>th</sup> Anniversary line item and transfer all funds to the general fund

**Second:** Selectman Dill

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Selectman Dill: Nottingham's up to \$300.00.

Selectwoman McHugh: We didn't get this money specifically for the 250?

Mr. Harrington: That's what she checked. It wasn't done by warrant article to it's not restricted. I'm sure it was started by a group of folks that asked the fund to be started. I'm sorry, who gave the motion?

Chairman McGarry: Dick.

Mr. Harrington: Dick and Alden?

Selectman Dill: Yeah.

Mr. Harrington: Thank you.

And that's all I have this evening. Thank you.

Chairman McGarry: Are we scheduling for the interviews for the road agent?

Mr. Harrington: We did get a third application today so what I'd like to do is poll the Board to find out which days folks are not available and then start talking to the applicants to have them to come in. If we can do it all in one day, it might be more efficient so people are not showing up more than one day from the Board if that's acceptable to you.

Vice Chairman Pitman: Has that been closed? Are we done?

Mr. Harrington: This position is open until hired.

Chairman McGarry: Oh, okay.

Mr. Harrington: That's the way it was posted.

Chairman McGarry: Cindy?

Selectwoman McHugh: Did we have, did we bring two of the applicants around this weekend and show them around?

Mr. Harrington: Not to my knowledge.

Selectman Dill: I'm pretty open depending on sugaring but during the week would probably be better.

Mr. Harrington: Mornings?

Chairman McGarry: Cindy?

Selectwoman McHugh: Let me know.

Mr. Harrington: Is there any day that is not good?

Chairman McGarry: Well, I'm having a colonoscopy done on Friday.

Selectman Dill: So, Thursday's out

Mr. Harrington: Fred, you do know that this is on YouTube?

Chairman McGarry: And, unfortunately, I have an extended prep which starts tomorrow morning so ...

Selectwoman McHugh: So, this week's out.

Chairman McGarry: So, this is pretty much out for me for the rest of this week.

Selectwoman McHugh: Don't we need a deadline that we can, I mean you said this is open until hired?

Mr. Harrington: That is a common practice. You don't need to do a deadline. Sometimes you can. We've put up postings many times saying open until filled.

Selectman Dill: So, can we do Monday, Fred?

Chairman McGarry: Monday of next week, yeah, we could do that.

Selectman Dill: Will you be recovered?

Chairman McGarry: Yeah, hopefully.

Vice Chairman Pitman: We won't know, Little Fred.

Mr. Harrington: That's Monday the 21<sup>st</sup>?

Chairman McGarry: Yeah.

Mr. Harrington: Yeah, and I, what I can do is set up times throughout the day to see if we can get them as close as possible.

Vice Chairman Pitman: Make a day of it.

Chairman McGarry: Yeah.

Mr. Harrington: Monday the 21<sup>st</sup>. Okay, I'll let you all know what I can come up with for a schedule.

Chairman McGarry: Very good. Thank you, John.

**Unfinished/New/Other Business:**

Any unfinished business? Dick?

Vice Chairman Pitman: Quick question. I saw in the newspaper that the town sold land for \$40,000.00? South Road?

Do we have a problem with a ...?

Mr. Harrington: The only land sale I know on South Road was the former Stephen Kelley land that was sold at auction in 2017. I believe, I can't remember the gentleman's name...

Vice Chairman Pitman: Tony Leeds bought that.

Mr. Harrington: Thank you. Tony Leeds bought that property.

Skip Kelley just recently purchased that piece of land from Tony Leeds and has been cleaning it up but that's the only one I know. I don't know what he paid for it.

Chairman McGarry: Is that the one on the corner of Birch and South?

Mr. Harrington: No, that has had minimal activity. This is a piece of property; I think it's 168 South Road. It's down closer to Middle Road.

Chairman McGarry: Okay.

Selectman Dill: Minimal activity is a good way to describe that.

Vice Chairman Pitman: Thank you.

Chairman McGarry: Cindy?

Selectwoman McHugh: Have we followed up with the fair concerns about fire when Sean and Don come in about the fair, hiring the fire department? You were going to check with Matt. Have you gotten back to the fair on that yet?

Mr. Harrington: I have not.

Concerns about the billing and the payment.

Chairman McGarry: Yeah, right and how he was arriving at the numbers that he was proposing.

Selectwoman McHugh: Right.

Mr. Harrington: I still am looking to schedule the chief to come in and talk to the Board so he can explain all of those. I'll check back with him to find out.

Selectwoman McHugh: Will you be calling the fair back in at that point or after.

Mr. Harrington: Yes. I believe it would be helpful for both parties to be here.

Selectman Dill: Speaking of the fair, I'd just like to say if we get another storm right before the March election, I think we ought to send a town truck to clear the parking to help with what we're doing up there rather than relying on the fair to do it.

Chairman McGarry: Yeah.

Selectman Dill: I mean, we may, who knows, we've had blizzards in March and we've had 70-degree days for elections so who the heck knows but I just thought, you know, for deliberative, we had a pretty good storm right before and they did a good job clearing it but I don't think if we're using it for a town function that we should just rely on the fair to clear it.

Chairman McGarry: That's a good point.

Mr. Harrington: I can check with John Tobey to see if that's ...

Selectman Dill: It all depends on weather.

Mr. Harrington: Right. He offered to do it beforehand. I said that the town would be sanding. That's all he was asking for but I can certainly make the offer to have us do the plowing and see if that's something he wants to do.

Chairman McGarry: Cindy?

Selectwoman McHugh: I had another question about the sand. I noticed on social media it, everybody was complaining about the ice and why things didn't get sanded and a comment was made that we ran out of sand.

I thought we've been buying. We've been, we shut it off because we had too much sand. Do we still have sand?

Vice Chairman Pitman: Yes.

Mr. Harrington: All I heard the same comment but I heard that supplies ran out and I asked a road highway employee and to his knowledge, we didn't run out of either sand or salt but there is definitely still a quite a large sand pile there. I didn't check the salt shed.

Selectwoman McHugh: Can I keep going? Are we still on like ...?

Vice Chairman Pitman: Keep going.

Selectwoman McHugh: Unfinished business still?

Chairman McGarry: Still unfinished business.

Selectwoman McHugh: I know the police department auctioned off some things and got a pretty good profit from the auction company or whatever they used.

Is that something the fire department could be using, too?

I mean, I still believe we still own the cascade system and some ladders that didn't pass testing.

Mr. Harrington: With the fire department, that would have to go through our surplus property process. Evidence is handled differently than town property so I've come up with a form and a process a couple of years ago. We just have to go through that but I see no reason why...

Selectwoman McHugh: It sounds like they did pretty good with going through that company.

Mr. Harrington: Right.

And the Board has a choice to dispose of it, advertise it or send it to auction so you would have that opportunity as well.

Selectwoman McHugh: I think the chief tried advertising once but I think we need to do it again or unless we haven't gotten rid of it.

Mr. Harrington: And you can certainly choose it all to auction and hire an auctioneer and have them come in and do it.

Selectwoman McHugh: Okay.

Mr. Harrington: But I can send that process around to you and talk to the chief about it.

Selectwoman McHugh: And talking to one of the employees at the transfer station, is it possible to get them an updated computer? Like, it doesn't have to be a new computer but don't we have something that's outdated here and could be updated there, type of thing and a new phone?

They told me that have a rotary phone that only calls in Deerfield.

Mr. Harrington: It is only local calls.

Selectwoman McHugh: Okay. What if they have to call Concord for something? DHS or whatever?

Mr. Harrington: I believe that was the way it had been set up since I have been here to only restrict it to local calls. There was no long distance available.

Selectman Dill: The problem with that is the cell phone numbers are anything.

Chairman McGarry: Yeah.

Selectwoman McHugh: They can get 9-1-1.

Mr. Harrington: Sorry, trying to write all this stuff down.

Chairman McGarry: Yeah.

Selectwoman McHugh: One thing at a time.

Vice Chairman Pitman: Can you change the policy?

Selectwoman McHugh: I think they really should have some type of computer and internet access up there in case they need to look something up or so maybe that's upgrading the phone, too.

Selectman Dill: I do know that they fixed the ceiling/floor thing.

Selectwoman McHugh: You know they did fix the ceiling?

Selectman Dill: They were working on it.

Vice Chairman Pitman: Anything else, Cindy?

Selectwoman McHugh: I think that's all.

Mr. Harrington: So, I have computer and phone upgrade?

Chairman McGarry: Yeah.

Selectwoman McHugh: I mean, I thought maybe we had something in the back room that we could ...

Mr. Harrington: Those are all gone from when we changed over everything.

Chairman McGarry: Certainly not a huge cost to pick up a cheap phone at Best Buy or something.

Selectman Dill: There's probably some that go through the transfer station.

Mr. Harrington: I'm sure we can upgrade to a digital phone.

Chairman McGarry: Yep.

**(Someone talking from the audience but couldn't hear to transcribe)**

All right. We have any other business? Any new business?

Any other business?

And we have no non-public so next is Citizen's Comments.

Mrs. Cady and Mr. Rhodes.

**Citizen's Comments:**

**Mrs. Cady - Old Centre Road**

I think the transfer station phone calls should be limited to local and anything that needs questioning at the state level should be done through the transfer station superintendent. It's most important that the superintendent know anything that is going on down there that they have to take care of.

That's why we hire a superintendent.

I didn't hear earlier any vote after you went through the file on the salary and the payroll and accounts payable. Did you vote that at all?

Chairman McGarry: Those have been, had been signed on those dates, right?

Vice Chairman Pitman: That was the off week.

Chairman McGarry: Off week. Right.

Those, that was on our off week and we didn't meet ...

Mrs. Cady: But I didn't hear a vote on the accounts payable and you just had two for salary, you said?

Vice Chairman Pitman: Yeah, we voted.

Chairman McGarry: Yeah.

Selectwoman McHugh: On salary.

Selectman Dill: Yeah.

Mrs. Cady: You probably signed it anyways.

Chairman McGarry: Right.

Selectwoman McHugh: I know we've already done the salary because I said no.

Mr. Harrington: The two personnel action requests you did do.

There was a motion and second and a vote for both of them.

Mrs. Cady: I'm sorry. I thought I wrote it down but I guess I didn't. I'll get it later.

Thank you.

Chairman McGarry: Mr. Rhodes?

**Mr. Rhodes – Church Street:**

Erroll Rhodes, Church Street.

Four things.

1. On the sand, I didn't see that notice but the sand pile did move from the left-hand side to the right-hand side so it did appear that there wasn't any sand but there was a lot of sand on the other side so that may have been the source of confusion.

In terms of the transfer station and a computer, would the town be taking a donation of a computer for those purposes?

They would be doing that. Okay.

Now, the, I was just learning about the auction or I guess the disposal of police evidence. Was that the subject of a public notice posted to the website and in the future, could it be so that town citizens could be notified of it and perhaps participate in that process?

Mr. Harrington: I do know that disposal of police evidence is guided by different guidelines than town property. My best advice is to check with the chief of police. He follows whatever standard practice is approved for police evidence. I don't know any specifics about how that works.

Mr. Rhodes: Okay, so I would check with the chief on that what their policies are.

Mr. Harrington: It is different than average town property such as a car, a truck, a file cabinet ....

Mr. Rhodes: That's typically noticed on the site, isn't it? If the town was disposing of property, would they ...

Mr. Harrington: That is done in a Board meeting.

Mr. Rhodes: Right.

Mr. Harrington: The Board discusses the list of items and then they determine how they want to dispose of it whether to actually dispose of it, whether they want to sell it, whether they want to post it for purchase or send it to auction. There are different choices they can make but that's done in a public meeting.

Mr. Rhodes: Okay, so to the extent that it's done in a public, not in a specific sale kind of way, it could be put on the site, the town site noticed to the town residents if they wanted to participate in that.

Mr. Harrington: Right.

Mr. Rhodes: Interesting.

Final point. I see that the system's working.

Mr. Harrington: This is just a test this evening. That's why there's no information.

Mr. Rhodes: Captain Kirk behind the, on the deck there. I noticed that, yeah.

Mr. Harrington: I'm busy over here.



Vice Chairman Pitman: We can see your forehead for a change.

Chairman McGarry: Right there on the screen.

Mr. Rhodes: I took my hat off but no, it's terrific that ...

Mr. Harrington: We're almost there. There's a small little issue with the Channel 24 that we need to solve but other than that, I have two people, three people who are testing from a ZOOM perspective and a YouTube and so far, everything seems to be working well.

Mr. Rhodes: But it worked good with Mr. Lawrence. Two questions on that.

One, for people that are going to be sitting in your seat, Mr. Harrington, will there be a manual or some sort of, I know there's going to be training.

Mr. Harrington: There will be a guide and a step to follow and as well as some training so that people can become familiar with it.

Mr. Rhodes: Because I know at the Planning Board meeting the other night, there was some confusion over some of the, I guess, was it the camera we couldn't ...

Chairman McGarry: Couldn't get the camera working.

Mr. Rhodes: Yeah, so a sort of a guide here was ...

Mr. Harrington: It wasn't ready for training at that point.

Mr. Rhodes: Wasn't ready for them.

The other question on that subject I have is are you planning a mailer to the town advertising that this will be something they can do from the comfort of their own home and maybe giving a schedule of the monthly meetings that are regularly held.

Mr. Harrington: I don't know about a mailer because that involves a substantial cost that we obviously have not budgeted for. Information will be posted on the website and likely our Facebook account as well.

Mr. Rhodes: But, so, okay, but I mean, so I've actually, mailers are something that have come to my attention recently when I saw that the school board was appropriating \$10,000.00 for a mailer, I looked into the average cost of a mailer was which is between \$700.00 and \$1,000.00 for that so if that were to be funded somehow, the town would perhaps do that?

Mr. Harrington: Perhaps.

Mr. Rhodes: Okay. Just a thought, let people know. Thank you very much.

Chairman McGarry: Okay, thank you.

Mrs. Cady: Since a few years ago when I brought up the fact that the police had all this stuff they had gathered and evidence, I looked it up and they have to sell it at a public auction. They hire an auctioneer and the auctioneer advertises the auction but I do think that it should be also advertised on the town's website so that the town's people who don't buy newspapers or like Paul Innis', will be able to know there's an auction being held and the chief had the choice of hiring the auctioneer. That's not a question but I'm sure that's what he did under the law.

Chairman McGarry: Okay, any other comments?

Selectman Dill: Yeah, actually I was going to make a Citizen's Comment up here rather than over there.

#### **Alden Dill – Griffin Road**

Selectwoman McHugh: We don't have a quorum now.

Chairman McGarry: Yes, we do.

Mr. Dill: There's still three of you.

No, I just wanted to comment on the public hearing.

Vice Chairman Pitman: Only comments.

Mr. Dill: As a citizen, not as a Board member but I think Keno is a bad idea. It's a revolving five-minute drawing for hours at a bar and I think it's quite different than other lottery products we have. It's instant gambling. It's not just scratch tickets.

So, that is my public comment. Thank you.

Chairman McGarry: Thank you.

**Motion:** Vice Chairman Pitman moves to adjourn

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Next Meeting: Monday, February 21, 2022 at 9:00 am**

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