

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
August 1, 2022  
MINUTES**

**Call to Order**

**Present:** Fred McGarry, Chairman; Richard Pitman, Vice Chairman, Cindy McHugh and William Huebner, Selectpersons.

**Absent:** Alden Dill, Selectman

**Pledge of Allegiance to the Flag**

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

**Travis McCoy – Veasey Park**

Chairman McGarry: Travis McCoy is first on the agenda but I don't see him.

Mr. Harrington: He had to cancel.

Chairman McGarry: Okay.

**Rick Druckenmiller – Cemetery Trustees:**

Chairman McGarry: Rick Druckenmiller – Cemetery. Rick.

Mr. Druckenmiller: You can see we have our estimates for getting a new fence for part of the Old Center Cemetery. The chain link is getting worse and I don't think it's going to improve so ...

We got a little bit of money from our warrant article that passed and we would like to start sprucing up things a little bit.

We would like to go with the group here in Deerfield. They had the lowest bid and can get it done the fastest.

All the other fence companies we contacted are three, four, six months out for some of them.

Chairman McGarry: Oh, wow.

Mr. Druckenmiller: He thinks that he can get it done by Labor Day so ...

Chairman McGarry: All right.

Mr. Druckenmiller: I think we should give him a shot.

Selectman Huebner: He's certainly the cheapest.

(Multiple members talking and couldn't get the conversation.)

Selectman Huebner: Which cemetery is this?

Mr. Druckenmiller: Old Center.

The one side, there's the old part has the stone wall which we would love to continue that but the cost is kind of prohibitive.

(Multiple members of the Board talking not into the microphone)

Mr. Druckenmiller: So, on the other side, the house has a nice three-rail fence and we thought that we would match that up on our side. It's more for esthetics.

Chairman McGarry: All right. We have 88 feet of fence rail? Three rail.

Mr. Druckenmiller: Yes.

Chairman McGarry: That's what the number is? Okay.

Mr. Druckenmiller: White vinyl.

Chairman McGarry: Yup.

Mr. Druckenmiller: Hopefully lasts.

Chairman McGarry: Yeah.

Selectman Huebner: So that's on 4x4 pressure treated posts?

Mr. Druckenmiller: Well, I'm hoping that they are putting all vinyl posts.

Vice Chairman Pitman: Should be plastic posts.

Selectman Huebner: Well, the vinyl doesn't have an internal ...

Vice Chairman Pitman: No, not a wooden post, not for a horse fence.

This is what it seems to be like. Horse fence.

Mr. Druckenmiller: And we contacted AQ for a third bid but they never got back to us.

Chairman McGarry: Okay.

Selectman Huebner: Do we need a motion on this?

Chairman McGarry: Yeah, we do.

**Motion:** Selectman Huebner moves to approve the proposal from Great Eastern Fence and approve the installation as presented

**Second:** Selectwoman McHugh

**Discussion:**

Selectwoman McHugh: This is all in the budget, you have this in your budget?

Mr. Druckenmiller: Yeah.

Vice Chairman Pitman: I would just like to have included the price in the motion.

Selectman Huebner: For \$3,700.00 to Great Eastern Fence.

Vice Chairman Pitman: Thank you.

Chairman McGarry: I assume they are going to haul away the old fence, right?

Mr. Druckenmiller: Yeah, that's what I was told.

Chairman McGarry: I see that it was spelled out in the other quote and I wanted to make sure when we were talking to Great Eastern, that's what they were going to do.

Selectman Huebner: And this is a Deerfield business, right?

Mr. Druckenmiller: Yes, it's right on 107.

Chairman McGarry: It's down by the Raymond line or close to it.

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

Chairman McGarry: The vote's unanimous.

Very good.

Mr. Druckenmiller: Thank you very much.

**Regular Business:**

**Review of Outstanding Minutes of July 18, 2022**

Or do we want to take Ray and Paul ...

Mr. Harrington: We could take them out of order. Sure.

Chairman McGarry: Yeah, why don't we do that.

All right. Whose first?

We'll take Ray.

Mr. Ellis: Good evening.

Chairman McGarry: Good evening.

Mr. Ellis: So, this morning when I came in, I got a call from Fred at the highway garage that they had no water.

So, I told him I would be over and we'll see if we can shut the pump off and I'll come over and take a look at it.

So, when I got there, there was no water in the building and it was draining the well completely dry. So, we shut the pump off because I didn't want to burn the pump up in the well and then I went over to the town hall, I told Fred that I was going over to the town hall and see what's going on there.

We shut the water off that goes to the town hall at the highway garage and I went over to see if I could see anything visible inside the town hall.

Upstairs, there was nothing. It looked pretty dry and I told Fred that I don't see anything and to turn the water back on while I'm here and I will see if I can see what's going on.

He turned the water on and I didn't see anything.

I went down in the cellar and when I went down in the cellar, I just heard water gushing everywhere. I was like, shut it off.

So, I called Van Ives Plumbing to see if it would be an easy fix. He couldn't come out today. He had a funeral to go to but he is going to come out at 8:00 am tomorrow morning.

And so, he recommended that we shut down the town hall until the repairs can be done and obviously, that's what I did.

And hopefully, the water came right back to the highway garage as long as we kept the town hall valve shut off.

So, it's pretty quick on the recovery. Luckily, that well recovers fast.

Chairman McGarry: Right.

Mr. Ellis: And inside of a half hour, he had water running in the highway garage again.

Chairman McGarry: Good.

Mr. Ellis: So, we dodged the bullet there. The pump is still okay and we got water coming back.

I told him to use it sparingly until it builds up a little bit.

That's where we're at with that.

So, I will try to keep you informed about the costs and the fix and repair and the timeframe that the town hall will be closed but I think that we need to keep it closed until I get water back in there. Hoping we get this fixed because Old Home Day is coming and I know that there are people that want to use the town hall.

Chairman McGarry: Right. Dick.

Vice Chairman Pitman: What do you mean, "water's gushing"?

Mr. Ellis: On the front, downstairs next to the well control tank where water comes into the building, there is just water just spraying all over the wall. It looks like it is coming up out of the box so I think that there is a broken pipe down below but we have to dig that all up to find it.

Selectman Huebner: Is there some level of water on the floor or was it just ...

Mr. Ellis: Yes, it was up to the second brick or block in the cellar and the sump pump has been pumping. I don't know how long it's been pumping. Must have been doing it part of the weekend anyway.

So, once I shut the water off, the sump pump was able to keep up to it and now it is dry in there.

Chairman McGarry: That's good.

Mr. Ellis: We definitely got a broken pipe or the lowest control tank let go on the bottom or whatever but we will find out tomorrow morning at 8:00 am, hopefully.

Chairman McGarry: Okay.

Mr. Ellis: Hopefully, it's nothing real serious.

Chairman McGarry: Hopefully.

Mr. Ellis: Hopefully. There are too many other things to worry about.

Chairman McGarry: Yeah, right.

Any other questions for Ray on this one?

Vice Chairman Pitman: Good.

Chairman McGarry: Okay. Thanks Ray.

### **Paul Colby, Building Inspector – Highway Garage Issues**

And, Mr. Colby.

Mr. Colby: I wish mine was as good as Ray's.

We had a chance to look at the report.

So, to give you some history on how this all came about, last week Ray and John approached me about, you know, the town has purchased a new fuel dispensing monitor for the diesel tank at the highway garage.

There was question about where it could be mounted per code. Well, we looked at it and we found some major issues with our diesel tank and how it is controlled and how it is wired.

So, tracing the wiring side, it brought us back to inside the highway garage and we noticed that we have and starting with my memo to you, we have three, 275-gallon oil tanks in the highway garage storing waste oil. From a long time, highway department employee, he figures it was put in at least ten years ago.

We have, correct me if I'm wrong, we have either six or eight, 55-gallon drums ...

Mr. Wallace: Yeah.

Mr. Colby: I have pictures of all this.

So, there are at least 1500 gallons of waste oil stored counting the 250 for the waste oil burner.

One, if not all, 275-gallon tanks are leaking. We have a mess on the floor over there. I don't know how else to describe it.

Fred and his crew daily, have to sweep up the contaminated absorbent material that they spread down and respread it every day.

We also have some of the drums aren't stored in the retaining pallets that are required by code. The 275, there's no protection around it at all except for the 55-gallon drums and it's a garage that large trucks hooked up with snow plows going in and out and there's a danger of risk.

Multiplying the problem is that the highway garage has three floor drains. One in each bay. Where they go, to the best of our knowledge, they go direct into the earth under the shed.

Talking with Fred and Ray, there's never been an outlet discovered so we do have waste oil product running into who knows what, from the floor drains.

So, you will see in my letter, I have made some recommendations. Fred has done a great job of labeling all the waste storage containers of what the product is. It is a DES requirement.

Recommendations on the waste oil is that we empty the 275-gallon tanks as soon as possible. It was recommended to us today that the town purchase for a temporary fix, you may have seen it as they use a lot of it for people that make cider or maple syrup, they use these, they are about 260 gallons PVC square tanks with a metal cage around them.

We do have a local vendor that has them. I didn't call for a price because he didn't answer his phone but we do have a local vendor that has them in stock if we were going to that. That would be a temporary fix.

After, if we remove the oil, the 275-gallon tanks need to be properly disposed of. They are a health hazard. They are a fire hazard. They are a life safety hazard. We should look into purchasing additional containment pallets. As you see in my memo, for a two drum pallet, it's \$190.00 per drum so it's \$280.00.

We need to fill and cap the floor drains. This can be done by employees. We have already discussed it in-house. We just need to buy some ready-mix cement.

And then, when we take all this action to repair the leaks, we need to properly clean the floor of oil waste and then using DES forms, we will need to start tracking where the waste come from.

Currently, as you probably already know, our waste oil is collected at our recycling center. We are one the towns that will take waste oil which is a good program. We also need to see how they are stored there. They have some, they don't have enough containment there either.

Which leads us back to the above ground diesel storage tank. It's a 1,000-gallon tank. It's 70 feet from the building. As you know, there's a wooden shed structure over this tank. This tank is used to supply diesel fuel to both the highway and the fire departments.

I don't remember the year but we were informed today that if you go to the highway garage, where the propane tank located now which is in between the diesel tank and the building, there was a junction box at one time that fed the pump for the fuel tank. A number of years ago during the winter, a plow came in and destroyed that.

Hence, we have found a piece of Romex cable that is rated for direct burial, strung from the fuel shed, and it penetrated the wall outside Fred's office at the highway garage.

This cable is not buried. It's woven in the stone wall, wrapped around trees and laid just on top of the ground. In the middle of the winter, it was probably a quick, temporary fix, my best guess. The problem with direct burial cable, is that if it's not buried, the sunlight will deteriorate it. There is evidence of that with this cable already.

So, we have an electrical hazard. Ray had an electrician come in to look at what we needed to mount the fuel dispensing monitor. We also found out that the electrical lights that light up that area are not explosion proof. The conduit is PVC, rated for indoor, not outdoor. It needs to be metal conduit because it's a hazardous area. In fact, the plastic conduit is held together in a few places by fitting you use on a garden hose.

I was asked by town staff in my forty-year career, have I seen anything like this and my answer was no. To be honest with you, this was ...

As you know, any hazardous material area that we store liquids in, which this is, any electrical meters, you need two ground rods. Do we have two ground rods? To the best of our ability, we determined that we did have two ground rods. One is not connected to the tank. In fact, we found the wire cut and it's a trip hazard. I actually folded it up out of the way just so someone coming to use the tank or fill it, wouldn't be a trip.

The building itself, isn't labeled per code. Real quick. It needs to have the hazmat diamond on it with the appropriate numbers. It needs to have written on there, and this can be done with a stencil and spray paint, the number of gallons, the supplier of who our diesel fuel is, with contact numbers and who to contact in case of an emergency. Relatively a quick fix.

My recommendation is, we know we have staff on here as employees that have electrical knowledge. We don't have an electrician on staff anymore.

The severity of the electrical work that needs to be done; you will need to actually hire an electrician. We found bare wires in a plastic junction box directly connected to the shed over the fuel tanks. The free-standing metal stairs, I've been told, were probably found at the recycling center and because it's a free-standing metal stair leaning against the fuel tank, that it has to be grounded or we remove it and build wooden stairs at the time.

Looking at the, the other thing we found was, okay, where's the circuit breaker to that diesel fuel pump? I almost cried when I found where it was. We spent money, I don't know how many years ago, to put a generator in that highway garage. Excellent idea for a highway garage.

There is our electrical panel in the highway garage, next to it, mounted properly, is the generator circuit breaker box so when the generator kicks in, that circuit breaker box indicates things that we want to power.

When it was installed, it was installed not to code, that they're using the generator sub panel box as the direct panel box. That panel is energized 24/7. The only way to de-energize fuel pump and other things, is to physically shut the circuit breaker off on the generator panel.

This can cause all kinds of havoc when, and the idea is that we only put certain things on the generator and then the idea of the breaker is that it's fine to shut the fuel pump off so if have some type of emergency and we are out of power for a while, Fred or his guys need power to run a welder or something, we can shut off the fuel tank while we use that power to steal it back and forth.

The electrical panel box is not labeled so to find everything, we went to old school and Fred and these guys were yelling to me, yep the lights are off.

So, corrective action for this. Proper labeling on the shed. It's a cheap fix. It's a real quick... The diamonds, a pack of five is like 20 bucks. It's cheap money. The lighting system, we know we need to remove that and replace with the explosion proof fixtures and wiring. Same thing with the wiring from the highway garage to the fuel area, that needs to be properly buried in the proper conduit, explosion proof where it comes out of the ground. PVC conduit under the ground is perfectly fine.

And then we need to rewire inside and have it go to a normal circuit breaker and not to the generator.

Talking with Ray today, we really feel why the generator is being used as a sub-panel is because our electrical panel does not have enough room in it. There are a lot of things marked spare but to be honest with you, without taking everything apart and tracing wires, it would be hard to tell.

The grounding system, the grounding wire needs to be reinstalled. That's an easy.

And then the installation of the fuel dispensing system, the monitoring system that we bought, we can't mount it on the building because it's a hazard area and so Ray and I have talked. When we get to the point where we install that, there will be a separate little doghouse-like thing six feet away where the power will come into that, that will energize the key fob system that we are using and that will generate the thing. It will also create a storage area for the spill kit so it's readily available.

Right now, the only methods we have of storing the spill kit is beside the tank so if there's a hazard and a spill inside the tank, someone will have to crawl through the spill to get the spill kit. There's no other place, right now it's not a knock-on Fred or his guys but that's unfortunately is the only place to store it.

And once we install, we get to the point that we install the fuel monitoring dispenser, thing, whatever we call it, system, we should get up some training and policy of how to use it because it will be only certain people.

Additionally, we found a few electrical code violations. The ceiling fans in the highway garage are 110 and they are run off a 12-volt toggle switch. Easy repair but we didn't go through the building with a fine-toothed comb because I thought we found enough.

I mean, overall, in conclusion, this brings great concern to me. Forty years in public safety and I'm concerned with the life safety hazard. It's right next to one of our biggest parks in town especially if the fuel tanks rupture and it runs across that parking lot, we don't want DES knocking on our door. You know, Fred.

Chairman McGarry: Right.

Mr. Colby: You don't want to have to deal with them so that's my report and I am open to questions.

Chairman McGarry: Dick.

Vice Chairman Pitman: We just, now that we know about it, get us a price.

Mr. Colby: That's right. We've talked about it with staff, with John. We met with him and we have to work out on pricing ...

Vice Chairman Pitman: Get us a price and get back to us.

Mr. Colby: Yup but I wanted to make you aware so ...

Vice Chairman Pitman: Good report.

Mr. Colby: Yup. This was step one tonight.

Chairman McGarry: Yeah, that was going to be my comment as Dick had said, that we need a price on this but we are going to have to find the money someplace to be able to get all this done.

Mr. Colby: Yeah, some of the recommendations for corrective actions, the three of us have talked and we can do in-house. As much as we can do it in-house, I don't want to speak for the two of them but I will, we're agreeable to that. You know, just realizing that this is going to take some man hours so it may take us away from our normal duties. You know, we'll juggle our schedule to meet the needs of the people but it will take us away.

Chairman McGarry: Yup.

Cindy.

Selectwoman McHugh: The tanks that you're talking about, like the syrup tanks, like you put maple syrup in, how big are those?

Mr. Colby: I think we said, 260, 260 gallons.

Selectwoman McHugh: I was just wondering if we got, I mean, there are fuel tanks here, 1,000-gallon tanks for storage of waste oil, if we shouldn't get them also for the transfer station with the water, I thought they were talking about putting in a waste oil furnace in the transfer station once the water came in. So, then we could use waste oil on both locations.

Mr. Colby: Right. So, my thought, we would need a minimum of four at the highway garage ...

Selectwoman McHugh: Four of the 260 ...

Mr. Colby: Yeah, we have 1500 gallons of waste oil right now.

Selectwoman McHugh: But it takes about 1,000 gallons, assume it takes about 1,000 gallons a winter to heat that garage.

Mr. Colby: Right.

Selectwoman McHugh: So, you will want at least 1,000 gallons storage down there.

Mr. Colby: So, what we had in drums, is it what, 250 gallons ...

(Someone from audience) Yes.

Mr. Colby: The waste oil burner itself is a 250-gallon (couldn't transcribe) tank that came with the unit and that's full. Everything we have down there is full right now plus there's a lot up at the recycling ...

(Someone from audience) There's four or five of them at the transfer station.

Mr. Colby: Right. So, our thought was with the plastic bins, if you will, for safety, they come on wooden pallets and we could pick them up with forks with our own equipment so we could set them in a protected area in back of the building and move them in to dump them in.

As of now, Fred has to take the waste oil from the different containers and put it into the 250-gallon tank that's right below the burner. The burner is on top and the tank is below.

Selectwoman McHugh: So that furnace system came in on a grant. Are they able to help us with any of that?

Mr. Colby: I don't know, Cindy. I don't have an answer for that.

Vice Chairman Pitman: So basically, we need four of those plastic ...

Mr. Colby: I would say four to keep here and probably at least two if not three at the recycling center.

Mr. Wallace: He has about four or five of them up there and I can't take them.

Mr. Colby: Right.

Selectwoman McHugh: Eventually, you won't want to take them because you're going to want them to heat ...

Mr. Colby: If we put a furnace unit there, we will want to keep ...

Vice Chairman Pitman: If we got four of those, we could make the highway garage a lot safer.

Mr. Colby: Absolutely.

Vice Chairman Pitman: Real easy. Real quick.

Mr. Colby: Yup, we could actually store those on the backside, outside externally. I believe we have some jersey barriers. We could come up with a system in-house to protect them and design it so when they need more fuel, we'll bring it in.

That way, God forbid, if one of the guys is bringing a truck in the garage and the brakes fail, we're not going out through the backdoor and taking all the waste oil with us.

Chairman McGarry: So, the three 275's, they appear to all be in poor shape?



Mr. Colby: I would say so. I didn't run my hand along the bottom but we have one that is definitely leaking. Fred filled up a trash bag just from this morning from leaking.

Chairman McGarry: Wow.

Mr. Colby: And looking at the floor, I'm going to guess that they're probably are. Who knows what the shape of this, it was over ten years ago so ...?

Vice Chairman Pitman: They were probably used when we got them.

Mr. Colby: And they're just like the oil tanks that you have at your house. That's what we're talking about.

Vice Chairman Pitman: I don't think we even need a motion, Fred for that.

Chairman McGarry: Nope

Vice Chairman Pitman: Get those four plastic ones and get more if they work well.

Selectman Huebner: I want to ask a couple of questions. I don't know if they are questions or comments.

I hate to ask these.

First of all, is the gain worth the gamble? So, all the trouble and expense that we have of taking waste heat oil and using it, is it worth what we get out of it or should we be like other towns and refuse to take waste oil? Is the gain worth the gamble.

Mr. Colby: So, Will, I would say yes, it is worth the gamble. The town I live in, we used to take it and we discontinued it for a while. Remember our recycling center is four towns and it's located in Pittsfield.

The highway guys in the four towns were finding waste oil dumped out all over the place. So we were, the towns were on the hook to clean that up because it was in our right-of-way. And so, they went back to and I agree, that's something that we discussed today. I'm the one that brought up the question that you did. Is it really worth it?

We are on a list, if you go to the DES website, there's a list of towns that take it and a majority of towns in New Hampshire take waste oil now.

But I see your point and I, you can ask these guys, raised that same question this morning. Is it worth stopping?

Selectwoman McHugh: We are using to heat ...

Vice Chairman Pitman: The thing is Will, is that we got these leaking tanks and not doing anything but fixing a problem right now.

Selectman Huebner: I totally agree with you to fix the problem that we have.

Vice Chairman Pitman: But we're not spending on anything but new storage tanks and to make it safe.

Selectman Huebner: I just want to look at the total costs that it is costing us to do all this stuff with the waste heat oil.

Vice Chairman Pitman: (couldn't transcribe)

Selectman Huebner: I think we all like the idea of burning waste oil for heat but economically, have to ask that question. I don't know how we could evaluate that?

Mr. Colby: Well, we could run the figures of roughly how many gallons of fuel oil that it would take to heat that garage. The cost of a new furnace and system verses what it's going to cost to abate the problem. We still have to abate the problem no matter what.

Chairman McGarry: Right.

Mr. Colby: And the waste oil right now is free.

Vice Chairman Pitman: That's what we're trying to solve tonight, Paul.

Selectman Huebner: Certainly, we have to get the temporary tanks to make the thing safe.

Chairman McGarry: Look into also what the cost would be if Clean Harbors or whatever ends up hauling away all of our waste oil. And we still accept it at the transfer station but it's hauled away.

Selectman Huebner: Right.

And then the second question is rhetorical but after hearing this trail of tears to all the things that were done improperly in the past in that building but what happened? Did we have somebody in there who just refused to do things correctly and just did all kinds of jury rigging? I don't know the history because I'm new, is there any lesson to learn or preventative action that we should be taking to prevent this kind of thing from going on in the future? Do we have some employees that are just jury rigging 12-volt switches instead of 110-volt switches and just thinking it's okay? And running lines through and above the ground and building (couldn't understand) and that kind of thing? Where does it stop, you know? What's the cause? Is there some employee that is out of line here or in the past or anything?

Chairman McGarry: I think it is more than just one but yeah.

Selectman Huebner: So maybe it's a rhetorical question then. I don't expect an answer for that from here or anything.

Chairman McGarry: Dick.

Vice Chairman Pitman: I just, I'm sure that it was just things that happened like Paul said, in a snowstorm or whatever and it was a quick fix and then it stayed there and the funds weren't there to do it right.

Selectwoman McHugh: These people were trying to put a band-aid on something to get them through and now it's all just catching up.

Chairman McGarry: Yeah.

Vice Chairman Pitman: I'm glad we have Paul here to look into it.

Chairman McGarry: Yes. For sure.

Selectman Huebner: I suppose a quick fix is a quick fix. I guess it gets the job done but then leaving it there and it's a safety hazard, you know. The town liability of having a fire or an explosion, all these things would be said.

Selectwoman McHugh: How much of these or like, it wasn't code then? I mean how far back do they go that now it's code.

Mr. Colby: Well, the explosion proof and the wiring, that's been code since the sixties and Fred can tell you as much as I can, DES can change their rules by the hour sometimes and actually the DES rules have ASTs for above ground storage tanks have been on the books since the early seventies. You may know earlier, Fred. You've been doing it longer.

Chairman McGarry: They have outlawed floor drains for a long time.

Selectwoman McHugh: I thought we talked about those floor drains last year or the year before.

Vice Chairman Pitman: We did.

Selectwoman McHugh: That they were cemented at one time and I think just over the years, they've broken out.

Mr. Wallace: I can't really tell.

Mr. Colby: We looked down there. It's hard to tell.

Mr. Wallace: Can't really tell. It looks like metal.

Mr. Ellis: I know all the ones at DOT are closed up so ... They're all sealed.

Mr. Colby: Does that answer all your questions. Thank you very much.

(Board members thanked Mr. Colby).

Chairman McGarry: We are truly fortunate to have you being able to see all these problems that we got and no question, we need to have these brought to light.

Mr. Colby: I appreciate that, sir.

Chairman McGarry: Fred, did you have anything for us?

Mr. Wallace: No, I was just here for support.

Mr. Harrington: We do have Tim Pappas from R.B. Lewis here if we can recognize Tim, that would be for the quote on the G.B. White fire panel.

Chairman McGarry: Oh, right. Yes.

Mr. Harrington: So, he can answer any of your questions and get on with his evening.

Chairman McGarry: Okay. Tim.

**Mr. Pappas – R.B. Lewis – G.B. White fire panel**

Mr. Harrington: You should have that quote in your packets. It's broken up into two estimates, Phase 1 and Phase 2.

Phase 1 is just replacing the fire panel itself. I asked Tim to go ahead and cost out what it would be to get the building, at least the back third, to code. So, that's the second quote you see. It wasn't intended to do all this year.

The fire panel was the only thing I was looking to get the Board to support this year and then work on the other phases later on.

Vice Chairman Pitman: I don't see a price on Phase 1.

Mr. Harrington: It's on ...

Chairman McGarry: So, is that Phase A and Phase B?

Mr. Harrington: Second to the last page.

Selectman Huebner: And why are we delineating between the back third and the rest (couldn't hear rest).

Mr. Harrington: The back third is where the Parks and Rec programs go and the children are there every day. During the school year they're there for the After School program. During the summer, they are there all day for summer camp so we're starting in the back of the building and moving forward.

Selectman Huebner: Phase 1 is the back third and the center of the building would be unsafe

Mr. Harrington: That is correct.

Selectman Huebner: So, the building would be unsafe.

Mr. Harrington: With none of them, yes.

Well, we do have enunciators with our equipment already installed but it needs to be updated.

Selectman Huebner: And, I look around and I see some things which might be fire ...

Mr. Pappas: That's a smoke sensor of the room and that's a horn strobe out back. That's a smoke and there's a smoke out back ...

Selectman Huebner: And I see the fire strobe next to the front ...

Mr. Pappas: We would disconnect the existing devices as we bring the project this way, we would remove existing devices and replace them with new.

Selectman Huebner: So, what's wrong with these existing enunciators and strobes?

Mr. Pappas: Well, number one, location. It's kind of been retrofitted in the most convenient location. Now, with ceiling mount devices, which are new within the last ten, fifteen years, it becomes easier to just redesign the system in its whole, brand new than to reconnect and chase walls, etc.

Selectman Huebner: I guess that's what doesn't set well with me about this whole thing is it seems like we're saying to tear out all of the old and put in the new and in fifteen years from now, they'll be saying tear out all of the old and put in all of the new because the code will be different and it will be different devices.

So, are we safe with what we have currently? If we have strobes and enunciators and fire alarms and detectors, is it unsafe?

Mr. Pappas: No. Ah, well yes because of the construction that has been done in the building primarily down in that third that we are talking about, you put in egress doors with no cover. There are rooms without proper notification of where it is, its blocked because of its installation. You go down that rear hallway, they put that horn strobe on the back side of a column so you don't know its going off if you are on this side of the building looking down.

So, placement is quite peculiar and placement is not to code, no.

Mr. Pappas: Any other questions?

Your fire control panel also is, I'm guessing from the mid to late 80's. The technology is old. It's tired. It's been on at the ready position for its whole life. When we tested, there's been numerous issues showing us that that piece of equipment is at the end of its useful life.

There are delays when we operate it. Resetting delays and runaway reports sometimes because it gets stuck in the middle of its relay.

So, we've gone through several issues. It is working as far as we know right now but it is at the end of its useful life.

Chairman McGarry: So, the intent would be to proceed, assuming that the board votes, proceed with Phase 1 or Phase A as its described?

Mr. Harrington: Phase A would, at a minimum, replace the fire panel which properly provided energy for the existing system we have in the building but also builds in capacity to expand to add additional equipment where its really needed that's not met code yet.

Right now, we cannot add anymore equipment to the current fire panel. It just doesn't have enough ...

Chairman McGarry: The \$7,280.00 is the cost of all the phases.

Mr. Pappas: Correct. All the items encompassed in Phase 1 and I apologize for calling it Phase A of the cost part. That was all onsite meeting between me, John, Ray, and Matt Fisher, the fire chief. It will be exactly what he wanted. Every device on the following phase was also, yes, I want one here and I took the notes. So, there is no interpretation there. That's exactly what he requested at the proposal outline.

**Motion:** Vice Chairman Pitman moves to approve the amount of \$7,280.00 for Phase 1

**Second:** Selectman Huebner

**Discussion:**

Vice Chairman Pitman: We can stop there and then go on and expand.

Selectwoman McHugh: This is kind of, now we got two different issues here going on at the highway shed and we have this issue here. I mean, we can go with the Phase 1 and maybe put Phase 2 on a warrant article or something? I don't ...

Mr. Harrington: I was not looking for any decision for Phase B tonight. I just wanted to make the Board aware of what we still need to do. No decision on Phase B.

Selectwoman McHugh: This would be for Phase ...

Mr. Harrington: A. The fire panel replacement.

Selectwoman McHugh: Okay.

Selectman Huebner: And where would this come out of the budget?

Mr. Harrington: I would recommend the Board use the Building Maintenance Trust Fund.

Selectman Huebner: Is that a memorial thing?

Mr. Harrington: No, that's a trust fund that the town puts money into every year with a warrant article.

Vice Chairman Pitman: For issues like this.

Selectman Huebner: So, it's a good thing, an appropriate use of the funds.

Mr. Harrington: Yes.

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

Chairman McGarry: The vote's unanimous.

Mr. Harrington: Could you make an amendment to clarify that it's going to be coming out of the trust fund? That wasn't put into the motion.

Vice Chairman Pitman: I'll make that amendment that it comes out of the Municipal Government Building Maintenance Trust Fund.

Vice Chairman Pitman: Well said.

Mr. Harrington: Is it okay with the second?

Selectman Huebner: Yes, it's okay with the second.

Mr. Harrington: Okay.

Chairman McGarry: Thank you, sir.

Okay, do you have any more bad news?

Vice Chairman Pitman: What is this ...

(couldn't understand, multiple members talking onto each other)

**Regular Business:**

Chairman McGarry: Accounts Payable.

Vice Chairman Pitman: Do you want to do the minutes first, Fred?

Chairman McGarry: Oh, yes. Good point there, Dick.

**Review of Outstanding Minutes of July 18, 2022**

**Motion:** Selectwoman McHugh moves to accept the minutes of July 18, 2022 as prepared and with corrections

**Second:** Selectman Huebner

**Discussion:** Mr. Harrington: I have a correction. I got an email from Bear Paw. If you turn to page 2, line 18, it was transcribed as 20,000. The figure should be 22,000.

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

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

##### **Accounts Payable Manifest - \$80,010.10.**

**Motion:** Vice Chairman Pitman moves to approve the Accounts Payable Manifest in the amount of \$80,010.10

**Second:** Selectman Huebner

**Discussion:**

Selectwoman McHugh: Regarding the porta potties. What do we have the porta potties for?

Mr. Harrington: There's currently a porta potty over at Gazabo Field for the playground.

Selectwoman McHugh: They are the Parks and Recs?

Mr. Harrington: They are.

Selectman Huebner: Is that the only one?

Mr. Harrington: And the transfer station but that would be on a separate bill. Parks and Rec also has one over at Hartford Brook for day-to-day practice. They don't go into the building. They use the porta potty. So, there's two or three.

Selectwoman McHugh: Don't we have a bathroom at that building?

Mr. Harrington: We did but we made that change when they were setting off the alarm every single day and the police department was responding.

Mr. Ellis: Ten to twelve calls a day.

Selectwoman McHugh: Where did the fire guy go.

Chairman McGarry: Ten to twelve a day?

Mr. Harrington: Sometimes.

Chairman McGarry: So, what was setting it off?

Mr. Harrington: You have to turn the alarm off in the garage door before you unlock the other outside doors. People were just going in and using the code to unlock the outside doors before they shut off the alarm system off. We tried many times to educate people but this was the simplest way of doing it.

Selectwoman McHugh: So, why can't we unhook the alarm from the bathroom? I'm kind of confused. We spent money to build a rec building over there that was usable and now we have to rent porta potties because of an alarm system problem and that doesn't make sense.

Mr. Harrington: That could be done if the Board could let me know.

Selectman Huebner: You have to enter the building to do that?

Mr. Harrington: No, the bathroom has an exterior door.

Selectwoman McHugh: Are we not using these buildings for Parks and Rec?

Mr. Harrington: Yes, they use them during game days on the weekends. It's all opened up.

Selectman Huebner: So, it's just a matter of disconnecting the alarm on the bathroom?

Mr. Harrington: I would have to check with Tim Pappas but I can certainly do that.

Chairman McGarry: So, is there access into the rest of the building through the bathroom?

Mr. Harrington: No.

Chairman McGarry: So, that's totally isolated.

Mr. Harrington: That's an isolated room.

Selectman Huebner: Couldn't transcribe.

Selectwoman McHugh: I know porta potties don't cost that much but it just seems to me like a waste that we spent to build it and we're not using it.

Selectman Huebner: It's a continuous expense we keep incurring.

Chairman McGarry: That would be something to look into.

Mr. Harrington: Sure. We'll look into it.

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

Chairman McGarry: The vote's unanimous.

We have a special payroll manifest.

**Payroll Manifest - \$2,548.43 (gross); \$2,109.39 (net)**

John, what is this for?

Mr. Harrington: That is the last salary payout and vacation time for Todd Carr; officer with the police department. He is no longer with us.

Chairman McGarry: Oh, okay.

**Motion:** Vice Chairman Pitman moves to approve the payroll manifest in the amounts stated

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

**Signatures/Correspondence:**

Okay, I have a cemetery lot application for a plot in the Old Center Cemetery in the amount of \$550.00 for Veronica O. Gianferri. Motion to approve?

**Motion:** Selectwoman McHugh moves to approve the sale of a cemetery lot in Old Center Cemetery to Veronica O. Gianferri for \$550.00

**Second:** Selectman Huebner

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Timber Yield Tax for property at 193 North Road and in the amount of \$5,552.25.

**Motion:** Vice Chairman Pitman moves to collect the timber tax levy as stated

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Selectman Huebner: That's the biggest one I've heard.

Chairman McGarry: Yeah.

Selectman Huebner: Must have been a lot of lumber.

Chairman McGarry: Mostly in white pine it shows.

And we have another timber yield tax for property off on Harvey Road in the amount of \$49.66.

**Motion:** Selectwoman McHugh moves to collect the timber yield tax in the amount of \$49.66.

**Second:** Selectman Huebner

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Selectman Huebner: Why would we ever denial collecting a tax? It's a little hard for me to understand why we go through this exercise. Why would we ever denial someone a lot for burial?

Mr. Harrington: The Board needs to direct the town clerk/tax collector to collect any tax.

Chairman McGarry: All right. We have a solar energy systems exemption for the Veronica Giaferri at 10 Mountain Road in the amount of \$46,800.00. That's a big system.

**Motion:** Vice Chairman Pitman moves to approve the solar tax exemption for Veronica Giaferri, 10 Mountain Road in the amount of \$46,800.00

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

I have also another one for Robert Tonelli, 9 Major John Simpson Way for solar energy exemption in the amount of \$15,000.00

**Motion:** Selectwoman McHugh moves to approve the solar energy exemption in the amount of \$15,000.00 for Robert Tonelli at 9 Major John Simpson Way

**Second:** Selectman Huebner

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Vice Chairman Pitman: Is there just one of this?

Chairman McGarry: Yeah, it looks like it.

Selectman Hueber: In this case, Fred, why would we deny a solar application? Have we ever denied one?

Chairman McGarry: No, I don't believe we have.

Mr. Harrington: As long as they meet the statutory standards, the assessing clerk verifies that and then just confirmation of their, there was a warrant article passed that we would give the exemption.

Chairman McGarry: And we have a third one for a solar energy system exemption for Christopher and Janet Warren at 64 Ridge Road in the amount of \$17,400.00



**Motion:** Selectwoman McHugh moves to approve the solar energy tax exemption in the amount of \$17,400.00 for Christopher and Janet Warren

**Second:** Selectman Huebner

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

And we have a refund request from Kelly Roberts. This is a motor vehicle refund for Audrey Barnes in the amount of \$85.00. The person overpaid fees by \$85.00 and is seeking a refund. They were actually charged twice for a state park plate fee when the clerk selected new registration as opposed to transfer. This was a keystroke error and is recommended by this office that they be refunded the monies owed to them.

**Motion:** Vice Chairman Pitman moves to approve the refund as requested

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

#### **Personnel Action Request:**

Julie Kukla, Children's Services and Outreach Librarian.

She's a new hire, is that correct?

Mr. Harrington: She's replacing the children's librarian that resigned a couple of months ago.

Chairman McGarry: Okay.

Full time for a salaried position at \$35,000.00 per year. Vote to approve and authorize the chair to sign on behalf of the Board.

**Motion:** Selectwoman McHugh moves to approve the Personnel Action Request for Julie Kukla

**Second:** Vice Chairman Pitman

**Discussion:**

Selectman Huebner: I have a little reservation about it which is the need for this position but I don't have enough information to really know the need myself. I have questioned in the past the number of librarians and the cost to the town to have librarians in light and the fact that the libraries are being less and less used which is my perception but without data, I don't know if that's true or not.

But I just wonder how the citizens of the town would view the number of librarians we have and the benefits that they have. I just don't know the answer. That's why I was hesitating the second because of that but we can't hold up the vote, I guess unless we table it and find out more.

Mr. Harrington: Well, the Library Board of Trustees oversees the operation of the library. They have full jurisdiction of hiring and the way that the staffing is designed over there so that question may be better directed towards the Library Board of Trustees rather than the Board of Selectmen.

Selectman Hueber: So, do we have any control if they wanted to hire another librarian or ...

Mr. Harrington: If it's within their budget, they might be able to or if they want to redesign their budget, they would be able to.

Selectman Huebner: Recently, there was the additional librarian, I think that was called the Children's Story Telling Librarian or something to read stories to children. At that time, I was, and not that I'm against reading stories to children at all but I wondered if that was something best done by a paid person or more like a volunteer or that kind of thing.

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

Chairman McGarry: The vote's unanimous?

Selectman Huebner: Unanimous.

Chairman McGarry: The vote's unanimous.

Selectman Huebner: But I think we should look to in the budget cycle this year whether we could be trimming some of these costs down there whether we do it through the jurisdiction of the Library Trustees. While they have jurisdiction to hire at will, we have the responsibility to pay for it all.

Mr. Harrington: Right. You oversee their budget.

Chairman McGarry: All right. A proposal from DecTec. John, what's this for?

Mr. Harrington: And just to add one more fact. That position was actually in a warrant article two years ago and was voted in by the town.

Selectman Huebner: Yeah.

Mr. Harrington: That's how that position came to be.

The DecTec quote.

Chairman McGarry: Yes.

Mr. Harrington: As you've noticed the past several weeks, one of the stairways has been blocked off. When those stairs were installed, this project was well underway. That was the last bit of floor finish when I arrived in 2017. The step and the riser are covered in carpet and the nose is a vinyl adhesive strip.

Because of the structure underneath the step, they're stone with a steel corner. The adhesive has never quite stuck to the step so as people go up and down, those nose pieces start moving out and they've become a tripping hazard because they have to push them back in.

So, the recommendation was to take out that particular design with the carpet and the vinyl and put in a full vinyl riser and step which has more surface area to grip. The stairs would be similar to the ones that are going up into my office. There would not be any carpet on them anymore.

Selectwoman McHugh: Is this the same company that put that in?

Mr. Harrington: Correct.

Selectwoman McHugh: And they didn't know that it was going to do that?

Mr. Harrington: I don't believe so.

There's trouble with these two stairs and the small one over here.

Selectwoman McHugh: But they didn't realize that the system that they were putting on was going to do that?

Mr. Harrington: I don't know. I didn't make that decision.

Selectwoman McHugh: Is there some kind of warranty or something like that?

Mr. Harrington: That was the design that was approved before I got here.

Chairman McGarry: And this is for a proposal for \$2,193.00 to purchase and install johnsonite safety ribbed square nosed vinyl stair treads and that's it.

Selectman Huebner: It will come out of the Municipal Building Budget Trust Fund?

Mr. Harrington: No, that will come out of the George B. White Building and Repair budget.

Chairman McGarry: Do we have a motion?

Vice Chairman Pitman: How much is it, Fred?

Chairman McGarry: \$2,193.00.

**Motion:** Selectman Huebner moves to approve the proposal from DecTec for \$2,193.00 to repair the stairs as stated and authorize the chairman to sign on behalf of the Board

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: Vote's unanimous.

Okay, this is a nomination for Health Officer's for the town. John Dubiansky as Health Officer and Paul Colby as Deputy Health Officer.

Mr. Harrington: That is for the Board chair to sign.

Chairman McGarry: Just for me...

Mr. Harrington: No, I believe there is room for three selectmen to sign.

Chairman McGarry: Yeah, three minimum it says.

**Motion:** Vice Chairman Pitman moves to approve the recommendation for Health Officer and Deputy Health Officer as presented

**Second:** Selectwoman McHugh

**Discussion:**

Chairman McGarry: I want to thank Paul and also John for stepping forward.

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

Chairman McGarry: Vote's unanimous.

This is the establishment of an Exit Interview Policy for the town to cover people who are leaving our services of the town. I believe John put this together previously.

Do you have any questions about the policy itself?

John, do you want to just go briefly over it?

Mr. Harrington: There has been a consistent comment for exit interviews which I agree with.

When looking back into all of our policies, there's never been one in town so I the best approach was to start one and have it on record as our current policy.

It is, just as a reminder, volunteer by the exiting staff person but to have a practice and procedure was probably best.

Chairman McGarry: Anyone have any questions regarding the policy?

Selectman Huebner: Since we don't have one, I guess it's a good starting point. We can always modify it.

Chairman McGarry: Right.

Do we have a motion to approve the exit interview policy before us?

**Motion:** Selectman Huebner moves to approve the Exit Interview Policy as presented

**Second:** Selectwoman McHugh

**Discussion:**

Vice Chairman Pitman: Has this been seen before tonight?

Mr. Harrington: The policy I sent it Friday.

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

Chairman McGarry: Vote's unanimous.

All right. A policy in regard to cellular phones.

Selectwoman McHugh: I'd like to table this one if you could. I was reading it but it was going around in circles so I wanted some more time, if possible.

Chairman McGarry: Okay.

Vice Chairman Pitman: I agree.

Chairman McGarry: Okay, we'll take that up at a later meeting.

Selectman Huebner: I think John has as he described it to me, stole it from another town.

Mr. Harrington: Borrowed.

Selectman Huebner: Borrowed.

Selectwoman McHugh: Resources, resources.

Chairman McGarry: Okay, so we'll put that aside. Pick it up later at another meeting.

Professional Care Services for ...

Mr. Harrington: Life Pak, Cindy, can you talk to them on the Striker for the Life Pak?

Selectwoman McHugh: What is it, the contract for maintenance?

Mr. Harrington: Yes.

Selectwoman McHugh: Yeah, they come in once a year and do the maintenance on our LifePak15 which includes two batteries. They check the batteries. If it needs batteries, they replace them with new ones and take the old ones. It was just that this got lost in some kind of a space earlier.

Vice Chairman Pitman: Is this the "Lucas"?

Selectwoman McHugh: No, it's the Life Pak. We do have one for the Lucas though.

Chairman McGarry: And the contract covers four years, too.

Selectwoman McHugh: Yes.

Chairman McGarry: So, the original quote is \$7,704.00 and they give us a 15 percent discount so the amount would end up being \$6,548.40.

**Motion:** Vice Chairman Pitman moves to approve the maintenance contract for the LifePak15 and authorize the chair to sign on behalf of the Board

**Second:** Selectwoman McHugh

**Discussion:**

Selectman Huebner: I would just like to understand why it is so expensive to just inspect.

Selectwoman McHugh: Well, it's the heart monitor. The batteries alone are \$600.00 a piece or something like that.

Selectman Huebner: So, this is like buying insurance for the battery especially since they replace them for free when needed?

Selectwoman McHugh: Yes. And anything that is wrong with the monitor. I mean, it's also our AED, it's a cardiac monitor, ...

Selectman Huebner: So, can I think of this as an extended warranty on it.

Selectwoman McHugh: Yes.

Chairman McGarry: Yeah, what the proposal reads is "annual onsite preventive maintenance, inspection and unlimited repairs including parts, labor and travel and batteries.

Selectwoman: The boards are like \$1,100.00.

Selectman Huebner: What is the whole Life Pak cost?

Selectwoman McHugh: I think this one was \$32,000.00 and we got some money back.

Selectman Huebner: So, \$32,000.00 and we're buying this coverage for four years at \$7,000.00, but we're getting a discount.

Chairman McGarry: Yeah, \$6,500.00 and 40 cents.

Selectman Huebner: It seems a little pricey to me. I think about when you buy a refrigerator and you pay a percentage that you're paying for the insurance.

Vice Chairman Pitman: I don't think your refrigerator cares about your heart.

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

Chairman McGarry: Vote's unanimous.

This is the Rockingham County 4-H Foundation discussion we had last meeting with regard to the 4-H building, booth at the fairgrounds and the fact that we had a recommendation from Avitar that because the building was not being used as a, specifically, for education, it was being used to serve hamburgers and whatever else, that the request for an exemption on the taxes be denied so this is that report.

Selectwoman McHugh: I said that I would look into this. As far as I can tell, the Boy Scouts don't pay any taxes at the fairgrounds but it's difficult because the church does but the boy scouts don't. These guys do. It's like \$600.00 a year for their building.

Chairman McGarry: Yeah, it's not much.

Vice Chairman Pitman: What is the tax bill?

Chairman McGarry: \$148.00.

Selectwoman McHugh: But there was also another bill there, a fire certificate but I didn't understand that? Why would we make them pay for a fire certificate?

Selectwoman McHugh: When you add it all up, it comes up to \$600.00.

Chairman McGarry: All right. What do we want to do? The request is to exempt them from the tax.

Selectwoman McHugh: I think we need to be careful because some of the non-profits aren't paying taxes.

Chairman McGarry: Is that something the, who has the records on this, the town clerk or ...

Mr. Harrington: Probably assessing.

Chairman McGarry: Assessing.

Mr. Harrington: This particular case when I asked Evan Roberge about it, it's because of the exemption that they filed for which was educational and he felt that it did not meet that criteria for that exemption request.

Now what the other entities that you mentioned have filed an exemption for, I don't know but in this particular case, education didn't meet what he considered the standard.

Selectman Huebner: I suggest that we act on the recommendation of the assessor and denied it to this one and then if there is an inconsistent problem with other booths that are out there getting exemptions, that we should look into what the justification, how did they meet that which should be public record.

Chairman McGarry: Do we want to have Avitar check in on the other exemptions that may have been issued in the past?

Selectwoman McHugh: I think we should. We can't do one without doing them all.

Vice Chairman Pitman: Right.

Chairman McGarry: Dick, you agree with Cindy?

Vice Chairman Pitman: Yes.

Chairman McGarry: John, could you have Avitar do that?

Mr. Harrington: Just for fair ...

Selectwoman McHugh: Well, if you're saying that it's because of the exemption that they put in for, I mean, if they put in for the exemption, do they get an exemption for a 501(3)c or non-profit?

Mr. Harrington: I can't answer that. That would be an Avitar question.

Selectwoman McHugh: Right.

Selectman Huebner: I presume the boy scouts are selling ice cream or hot dogs or something like that? They're not doing any educational stuff.

Vice Chairman Pitman: Next meeting.

Chairman McGarry: Yeah.

Mr. Harrington: Shall I table that again?

Chairman McGarry: Table that one, too.

All right.

I have some correspondence.

We have a letter of resignation from Jane Boucher to both Anthony DiMauro, who is the chair of the Zoning Board of Adjustment and Peter Schibbelhute who is Chair of Planning Board.

After 26 years, she will be resigning as of September 1<sup>st</sup>.

And I guess the next question is, is there any effort to check into a replacement for Jane?

Mr. Harrington: First step I took was to look and see if Jane had an existing job description. She does not. So, I had to research other samples of job descriptions for planning and zoning secretaries around the state.

I was able to find three examples which I emailed out to the chair of the Planning Board and the chair of the Zoning Board to take a look at and see if they liked any particular style or pieces of different styles that I could put together for a job description.

Once I have that, and it's ready and it's acceptable to both Boards, I can post for it.

Chairman McGarry: Good. Okay.

Mr. Harrington: So, that's where we're starting.

Vice Chairman Pitman: We should get her something.

Chairman McGarry: You mean a certificate of recognition or something?

Vice Chairman Pitman: Yes.

Chairman McGarry: For 26 years of service.

Can you put something together on that?

Mr. Harrington: Yes.

Selectwoman McHugh: Is Schibbelhute just resigning from chair or is he resigning from the Planning Board?

Chairman McGarry: What?

No, it was addressed to him. It's Jane Boucher.

Vice Chairman Pitman: Easy Cindy, easy!

Selectwoman McHugh: I was saying, why are all these people leaving?

Chairman McGarry: So, I have the agenda for the planning board for the 10<sup>th</sup> which is the Pleasant Lake Watershed Protection Ordinance application that has been before the Board before. So, that's coming up at the meeting on the 10<sup>th</sup>.

Selectman Huebner: That's the property on North Road?

Chairman McGarry: That's correct.

Also, I have the minutes for the Planning Board for two meetings.

We have a memo from Ted Gatsas as what's transpired at the Executive Council.

Oh, and we have a memo from Paul Colby with regard to the Eversource work at the substation and Paul, did you just want to briefly address that?

Mr. Colby: Good evening, Mr. Chairman.

The town, in fact, many departments were notified in writing that they are going to be working at the substation.

We had a discussion in-house with the chairman, what was the scope of work?

We reached out to them. The project coordinator called me. They said that what they're doing, they have some of the existing buildings, the slab flooring is basically brittle and falling apart and they actually have water as well as moisture probably, into their electrical equipment.

So, they are going to hammer out the existing cement and redo the floor. Same size, same thickness to make it safe for their employees.

So, that's the extent of the work. No permits required. No inspections required. No difference if we were replacing the floor in here.

Chairman McGarry: Yup.

We had received a notification that they were going to be doing some work and I wanted Paul to check into it to make sure that it wasn't going to be something that he would normally require a building permit on because I know we'll probably get calls about what's going on.

Mr. Colby: When they see the cement trucks rolling in.

Chairman McGarry: Right. Thank you, Paul.

And finally, we have a memo from the Harman Law Office in regard to a mortgage sale or actually, an auction, for property at 16 Pinecrest Road and that's on September 16<sup>th</sup>.

So much for getting out of here early.

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

Mr. Harrington: A couple of items tonight.

I had a question from Southern NH Planning Commission. They're preparing to do the ten-year plan with the Planning Board and they would like the Board to make a decision on whether they would like to keep as one of the items the work on the round about at the intersection of 107 Candia Road and Church Street as one of the ten-year plan items.

Vice Chairman Pitman: For discussion only.

Mr. Harrington: Discussion only?

Vice Chairman Pitman: Is that what it is?

Mr. Harrington: It's to include it in the town ten-year plan as something that the town is interested in doing. It doesn't commit the town. It just indicates that that is an item that they want to continue to look at.

Vice Chairman Pitman: Sounds good.

Selectman Huebner: I'm kind of against this but I think at one point it was 1.8 million dollars as I reviewed the documents today. We could spend it on other infra-structure, not on a roundabout.

I understand that the intersection is a little weird to some people using but the main traffic is on the state road that goes around the bend, right over here and if we had 1.8 million dollars which is the estimate to do the work, wouldn't we spend it on other town uses? I just can't imagine putting it back into the plan or leaving it in the plan just seems to indicate that we're interested in doing that. I don't think the citizens in town would support that.

Chairman McGarry: Is that the town share, 1.8 million?

Mr. Harrington: I don't have the full document in front of me.

Selectman Huebner: That was the cost estimate to do the work.

Mr. Harrington: Back in 2020.

Selectman Huebner: Yeah. It is probably more today.

So, I just wonder why we are continuing to push this some much like into an undoable thing being in a plan that is not realistic, I think but that's my opinion. Obviously, I have other members that have their opinion.

Chairman McGarry: Obviously, it is a hazard at that location.

Selectman Huebner: So, that's the justification that we have had some accidents or issues.

Have we had accidents?

Selectwoman McHugh: We've had a few.



Mr. Harrington: Cindy would be the best ...

I don't think there's been ...

Selectwoman McHugh: I don't think, it doesn't even have room for a roundabout there. I think it's going to ...

I agree, I don't want it to go on there either.

Selectman Huebner: It doesn't seem realistic.

Selectwoman McHugh: Like you said, 1.8 million we could be putting that somewhere else.

Selectman Huebner: Putting it there seems like we're saying that we're still interested in doing it but I don't think the town would support that.

Chairman McGarry: Well, I believe the 1.8 million would be the total cost of the project and there would be state money coming in, involved in it so it's ...

Selectman Huebner: Shared cost.

Chairman McGarry: Not a situation where the town, if it taken off the ten-year plan, the town then wouldn't be eligible for the money for something else. It has to be approved by the state before it can be proceeded with and if it's taken off the plan, it's not money that we'd end up getting.

Selectman Huebner: So, there's four roads that would enter the roundabout, two of them being the state road in and out and the other two would be Church Street and South Road ...

Chairman McGarry: Oh no, Candia Road.

Selectman Huebner: So, would the state then be a part of that and pay for the part that involved the state as obviously two of the four are state road, would be half state funding to do that?

Chairman McGarry: It would have to be put on the ten-year list.

Selectman Huebner: It would have to be on the list to be considered, then.

Chairman McGarry: Correct.

Selectman Huebner: Even if we got half the funding, 900,000 ... If you think it's wise to put it on there, I won't vote against it but ...

Chairman McGarry: And then the question would end up being is whether or not it would be a roundabout or some other traffic management system that they would end up installing.

Selectwoman McHugh: The south split is more dangerous than this one up here, I think.

Mr. Harrington: Stage Road and 107.

Vice Chairman Pitman: If we don't discuss it, it won't open up the door to do something.

Chairman McGarry: Right.

Do you want to try and include that, the 107 and 43 split at Stage Road, to include that as well?

Selectwoman McHugh: Yes.

Chairman McGarry: So, to get that included.

Mr. Harrington: So, are we talking both?

Chairman McGarry: Yeah, might as well. And if they come back to us and say no, you can only have one, I guess we decide on which one.

Mr. Harrington: Okay. I'll get back to them.

To notify, I wanted to notify the Board that we have two state block grants coming in. One is a highway block grant for \$128,245.03. That should be here by mid-August.

The other one is a municipally owned bridge allocation in the amount of \$95,519.00.

Both of those will be coming in this year.

Selectwoman McHugh: How much is the first one?

Mr. Harrington: \$128,245.03.

Chairman McGarry: Don't forget the .03.

Mr. Harrington: I don't want to.

Because those two figures are over \$10,000.00, we are required to do a public hearing so I've scheduled that for August 15<sup>th</sup>. That is our next scheduled Board meeting. So, the public hearing will take place first. The business meeting will immediately follow.

Chairman McGarry: Okay.

Selectwoman McHugh: And this would be for ...

Mr. Harrington: Both grants.

Selectwoman McHugh: And what are the grants for?

Mr. Harrington: The highway block grant is for road repair.

Selectwoman McHugh: Okay.

Mr. Harrington: Municipally owned bridge allocation is just that. Bridge repair.

Selectman Huebner: So, this money is coming from the state to the town.

Mr. Harrington: Correct.

Selectman Huebner: As an allocation for state tax abate or ...

Mr. Harrington: They have an overage and then they redistribute it through a formula back to out to the town.

Selectman Huebner: So, every town is getting an allocation?

Mr. Harrington: Correct. Yes. Returning tax dollars that were ...

Selectman Huebner: So, what's the public hearing? What would be the objective ...?

Mr. Harrington: State law requires any unanticipated revenue over \$10,000.00 coming into a community, you have to first have a public hearing in order to allow a community to participate in the conversation for the use of those funds and then the Board needs to vote to accept those funds.

Selectman Huebner: So, the hearing is for the use of the funds or about ...

Mr. Harrington: Accepting the funds.

Selectman Huebner: Accepting the funds.

Chairman McGarry: Right.

(Multiple members of the Board talking)

Selectman Huebner: That's going in the right direction.

Vice Chairman Pitman: Haynes Road. Blakes Hill.

Mr. Harrington: Okay, and then the last one, Kelly Roberts asked me to notify everyone that the town clerk's office will be closed at twelve noon on August 12<sup>th</sup> for a training.

Chairman McGarry: Okay.

Mr. Harrington: They will be going to a training.

Chairman McGarry: All right.

Mr. Harrington: And I will need a brief non-public under c and I.

Chairman McGarry: Do you want to do that now?

Mr. Harrington: Yes.

Selectman Huebner: Pike Industries?

Mr. Harrington: Yes. Thank you, Will.

Mr. Harrington: I asked Fred Wallace to contact Pike to get an estimate on what it would cost to pave the two worst sections of Haynes Road that the pavement is breaking up. I think it totaled 665 feet and the estimate came back at \$45,076.00.

Selectwoman McHugh: Is this something that we could use this grant for?

Mr. Harrington: Yes, but you may want further discussion as to how much we're going to use on Haynes Road. If we want to increase this distance. This is just an idea to get the estimate and what our first thought was.

Selectman Huebner: If we did that, would that allow us to take off the 6-ton restriction on the road?

Mr. Harrington: Yes.

Chairman McGarry: No.

Mr. Harrington: No?

Chairman McGarry: Because you still have, you still have the culvert.

Mr. Harrington: The culvert was not ...

Selectwoman McHugh: Well, use the bridge money.

Mr. Harrington: The culverts are going to be repaired and replaced so we might want to hold off doing a paving exercise until we find out the total amount of coverage that we need.

Chairman McGarry: I guess the question I end up having with Pike is that, how are these numbers proposing to us here, how do they compare with the unit prices in the contract we have with Pike?

Mr. Harrington: Very good question. On the current estimate you see before you, the per ton price of bituminous concrete is \$125.00 a ton.

In their contract to do the three road projects previously, it was more in the range of \$78 to \$76 a ton.

Chairman McGarry: And how about the cold planing and ...?

Mr. Harrington: That is in line with ...

Chairman McGarry: Those are the same numbers?

Mr. Harrington: The only change was the bituminous.

Selectman Huebner: They nearly doubled that.

Chairman McGarry: Yes. And ...

Selectman Huebner: And that is the biggest part of the whole estimate.

Mr. Harrington: Yes.

Chairman McGarry: And then the question is that is a little bit different just adding a little bit of footage on the three roads that are going to have work done but the question that I would have been why is the number so much higher on cost per ton and we certainly don't have to go with Pike to do this work.

Mr. Harrington: No.

Vice Chairman Pitman: Let's bid it out.

Mr. Harrington: This was just illustrative not necessarily something we need to make a decision on.

Before we go into non-public, we also had under unfinished business, Haynes Road and Blakes Hill Road.

Chairman McGarry: Yes.

Mr. Harrington: Right.

Chairman McGarry: We ended up meeting on Haynes Road, what day was it?

Mr. Harrington: Last Wednesday.

Chairman McGarry: Last Wednesday. Met with Steve Keach from Keach and Nordstrom, the town's engineer and myself and John and Fred and Paul were there as well and looked at the current situation.

We currently have four pipes that are there. There is a 48-inch metal culvert, two 18-inch culverts, one metal, one concrete and a 24-inch concrete pipe.

The 48-inch pipe, the invert of that pipe is rotted out and in pretty poor condition and to be honest, it looked like with the three additional pipes installed in addition to the 48-inch pipe, that whenever there was a flooding on the road, somebody said, gee, lets add another pipe. What size? I don't know. I have an 18-inch pipe in the garage. Let's put that in.

So, John ended up contacting DES with regard as to whether or not this could be considered to be an emergency and John told me that the woman that he spoke with was trying to stifle a laugh that was on the other end of the line because an emergency as far as DES is concerned is if the road washed out. That would definitely be an emergency.

Replacing a pipe is not an emergency and it requires going through the wetlands permit approval process.

Talking with Steve Keach, we do not know at this point, what the designed storm, what those culverts could carry and really, from an engineering standpoint, we're looking at a minimum of a 25-year storm and probably more likely Steve felt it should be a 50-year storm would be necessary to replace those pipes that are there with a single pipe or a box culvert.

So, he is going to go through, he hasn't contacted us yet, and look at some information to make a determination of what a 50-year storm flow would end up being and what size pipe or box culvert would be necessary to handle that flow because there's no sense in simply digging up what's there now, one pipe and replacing it with another pipe and not knowing whether or not historic flow.

So, he's going to do that. He's going to get back to us with the flow and what an estimate would end up being on costs and then we would have to take and make a determination as to whether or not to proceed with that and whether or not there is a possibility to use that block grant or whatever to do the work.

That's what we had on that.

Vice Chairman Pitman: Good job.

Selectman Huebner: Is there a possibility of having two options of a 25-year storm and a 50-year storm, to see what the difference is.

Chairman McGarry: Yes. I asked him to give us the flow rates for both sizes, both storms and he is going to do that.

And we also met at Blakes Hill Road and we talked about the problems we have in regard to that bridge and extensive discussion of what we could end up doing.

Generally, Steve had said that the cost of replacing that bridge what, over a half a million, someplace in that vicinity so clearly it would be best to look at an alternate alternative.

Steve had asked if possibly have the state go do another inspection of the bridge.

John was able to get information on 2021?

Mr. Harrington: 2021.

Chairman McGarry: And I guess things hadn't really changed much.

Mr. Harrington: Steve felt nothing had really changed.

Chairman McGarry: So, he was going to put us in contact with a structural engineer and he was going to proceed from there, right?

Mr. Harrington: Right. One of the options may be to just the abutments in place and just change out the deck so the concrete structures on either bank would remain with some minor repair work and just remove the entire deck and put in a new precast, prefabricated deck with higher tolerances.

Selectman Huebner: Any idea yet what that might cost?

Chairman McGarry: Not yet.

Vice Chairman Pitman: It's way too soon.

Mr. Harrington: No.

Just trying to look at options if the bridge itself, can be salvaged and refurbished, so to speak.

Chairman McGarry: Interesting enough, the bridge was built in '39. The only thing I can think of is that it followed the '38 Hurricane. The bridge may have been washed out during the '38 hurricane and that's why they proceeded in '39 to replace it.

So, that's the information that we have on those two.

Selectman Huebner: I wonder about the number of people served by that bridge.

Chairman McGarry: Not many. Like eight homes, is it? Is that right?

Mr. Harrington: I believe there is approximately nineteen parcels out there and eight to ten to twelve homes, maybe.

Selectman Huebner: And two of them are businesses. One is the Town of Deerfield sandpit and the other is a private sand pit by Mr. Smith.

Chairman McGarry: And we briefly talked about but I didn't really get into it at all about the possibility of another access to those properties.

The "old" Coffeetown Road comes out onto Route 43 and the cost to make that road passible might be a problem. But obviously, if we had to go through replacing an entire bridge at over a half a million dollars, the question would end up being if that would actually pass on a warrant article.

Selectman Huebner: This is an inventory, infrastructure project priority type of question and I guess because Mr. Smith came in to ask the question about the, do I have the right man?

Mr. Harrington: Yes.

Selectman Huebner: So, he came in asking the question about fixing that bridge. Do we have a bridge priority inspection and repair plan for the town or something or is it just the squeaky wheel gets the grease or is it, would we be better served for that money to do other bridge repairs?

Chairman McGarry: Certainly, the state does the inspections on the major bridges so ...

Selectwoman McHugh: I thought that was kind of "band aided" at some point, wasn't it? During one of the floods.

Selectman Huebner: Didn't they put stone on top of it?

Selectwoman McHugh: I think so.

Chairman McGarry: Oh, it probably washed out.

Selectwoman McHugh: A beaver dam or something washed something out.

Chairman McGarry: Yeah. The approach to the bridge apparently washed out at one time and it had to be repaired.

So, I guess the next step is further discussions with that structural engineer?

Mr. Harrington: Yes.

Chairman McGarry: And is he going to give us a proposal or something or what?

Mr. Harrington: I'll check with Steve Keach.

Selectman Huebner: Is it a given that we are going to repair that bridge?

Chairman McGarry: No. Not necessarily.

Selectman Huebner: How does that decision get made? By the Planning Board?

Chairman McGarry: No. It's us and the voters.

Vice Chairman Pitman: We'll make a recommendation.

Chairman McGarry: Yes.

**Motion:** Vice Chairman Pitman moves to go into non-public under RSA 91-A3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant and (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman McGarry: No decisions were made in the non-public session and no votes were taken. Could I have a motion to seal the minutes.

**Motion:** Vice Chairman Pitman moves to seal the minutes of the non-public session  
**Second:** Selectwoman McHugh  
**Discussion:**  
**Vote:** Yea 4, Nay 0, Abstained 0 – Motion Carries

Chairman McGarry: All right.

**Citizen's Comments:**

Selectwoman McHugh: Wait, can I have a citizen's comment. We have National Night Out tomorrow. The PD guys have been working really hard.

Selectman Huebner: I'll be there.

Chairman McGarry: What time is that?

Mr. Harrington: 5 to 7 pm.

Selectwoman McHugh: At the Gazebo Field.

Selectman Huebner: I have a citizen's comment which is some of the PLPA members are willing to purchase the property from Mr. Thompson, George. That 256 North Road and so we're trying to speak with him about a purchase price that's reasonable (couldn't understand).

So, in order to do that, if they would do that, it would not be the PLPA that would buy it, it would just be a group of us that would contribute and the thought about what we would do with the land and so we don't want to pay tax on it forever.

What is, I'm asking because I don't understand. What is the mechanism to put it into conservation property, I'm just trying to figure out what we do to just keep that property and not build on it?

Mr. Rhodes: Talk to the Conservation Commission (couldn't understand) qualities (couldn't understand).

Mr. Harrington: Thank you.

Mr. Rhodes: Prior comments weren't on record, right? I'm sure Bear Paw or the Conservation Commission would look at the property and see if it had, they take it based on conservation qualities of the property.

I don't know is conservation is the only option here but that would be one way to go.

Could you contribute it to the town? Would the town take it? The town also has properties, right?

Chairman McGarry: The town does have properties, yes.

Selectman Huebner: The town wouldn't pay for it though.

Mr. Rhodes: No, you would contribute it.

Selectman Huebner: So, it would be a contribution like a charitable contribution.

Mr. Rhodes: It would have to have a public hearing.

Chairman McGarry: Yes.

Selectman Huebner: There is quite a bit of opposition to it and I think a lot would contribute to buy it.

Chairman McGarry: Yes.

Selectman Huebner: But then what would be do with it, that's the problem.

Chairman McGarry: Exactly.

Mr. Harrington: I would recommend setting up a meeting with Bear Paw and have this discussion with them. They would be best suited to give you an answer.

Selectman Huebner: I'll give John (couldn't understand)

Mr. Harrington: And I have a contact name for you. I can send it to you.

**Motion:** Vice Chairman Pitman moves to adjourn at 7:30 pm

**Second:** Selectwoman McHugh

**Discussion:**

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

**Next Meeting: Monday, August 15, 2022 at 5:30 pm**

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