

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
May 21, 2018
MINUTES**

Call to Order

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

Present: Richard Pitman, Chairman; Andrew Robertson, Vice Chairman. Fred McGarry, Jeff Shute and Cindy Wyman, Selectpersons.

Pledge of Allegiance to the Flag

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

Chairman Pitman stated that Doug Leavitt was kind enough to come in on a day's notice to answer questions regarding the WWII Reenactment that will be held at the Deerfield Fairgrounds.

Doug Leavitt – Deerfield Fair Association – WWII Reenactment

Mr. Leavitt stated that he would give a brief overview of what he has and then the Board could ask any questions that they might have.

The fair board of directors was approached by a non-profit organization called the Mechanized Warfare Museum and they wanted to rent the fairgrounds. He stated that the fair rents the grounds to a lot of different people whether it be for horse shows, NEARFEST, or technology people.

This event was reviewed and it looked like a pretty good fit as it is historic and also a non-profit organization. They are affiliated loosely for this weekend with the Wright Museum in Wolfeboro. They are a non-profit organization that is raising money to open a museum. They don't actually have a physical museum yet but that is their goal. What they have are a bunch of members that have a lot of mechanical artifacts such as tanks and jeeps and items such as that. A lot of the members are trying to find a place, a permanent home for them rather than trying to pass them onto other family members who might not be thrilled to inherit such items.

The group is new to the fair association and would be the first time that they have rented to them. As most people know, the fair rents out the grounds in order to help with the upkeep of the fair and paying of such items as property taxes.

They have run this type of event before. Last year they had it at the Orange, Massachusetts Airport but found out that the airport is undersized for their event. They were expecting a couple of thousand people and they actually had 5,000. They were looking for a bigger site.

Mr. Leavitt stated that he is not involved in the planning of the activities. He is coordinating with their Board of Directors who are responsible for this event. Obviously, the contract that is being written for this event is more extensive than the contract for instance, the NH Sheep and Wool people sign because of the magnitude of the event.

Mr. Leavitt stated that he is a little apprehensive about how the weekend is going to go. One ~~this~~ is that this group is good at is promoting their event with such things as sponsored segments on NPR. They have an ad on the inside front cover of the Red Sox program that you get at Fenway Park.

Mr. Leavitt stated that he is feeling better about it just based on the things that the group is doing. They are coming back to the Board of Directors of the Deerfield Fair with the final plan on June 7th.

To this point, they have produced a safety document which is 18 pages long as well as they are in negotiations to hire flaggers to work with the fair's parking people but Mr. Leavitt was pretty sure that this was going to happen.

Mr. Leavitt believes that they have made a contractual agreement with an ambulance company. They have rented “misters” and also have contacted the abutters with a letter (which Mr. Leavitt hasn’t seen yet) talking about how the weekend is going to go and offering them free tickets to the event.

Mr. Leavitt went on to say that what he expects is that there will be “fireworks-type” noise from 2:00 pm to 3:00 pm every day.

They are WWII reenactors, so they have reenactors that play allied soldiers and they reenactors that play German soldiers. They do demonstrations and displays. Every day at 2:00 pm, they have a battle which involves tanks firing blanks and soldiers firing blanks. When the tanks get hit, it is shown via a small fireworks display. There is simulated destruction of mechanized materials.

The event is also planning on offering helicopter rides which would be centered in the middle of the fairgrounds.

Obviously, Mr. Leavitt’s concern as a resident of Deerfield and being associated with the Fair, is the traffic. The traffic could be quite heavy. It is really hard to say. With the Fair, we know that we get a rush in the morning and get a rush in the afternoon and another in the evening. With this event, he is thinking that there would be a steady flow in the morning and then some sort of exodus after the battle. The timing is early enough so hopefully there won’t be a problem with such things as people not being able to find their cars in the dark, etc.

The only other problem that he can see is that they are using the Fair’s vendor contracts for their vendors. They are planning on having food vendors and they are using the language in their contracts that we use in ours which clearly states that it’s the vendors responsibility to get all licenses, insurance, follow State of NH Food and Safety guidelines and handling and paying their Rooms and Meals taxes to the State.

Mr. Leavitt stated that this is all that he knows but would take any questions and try to answer them. He also stated that he was willing to have David Cur, the president of the Mechanized Warfare Museum, come in and talk with the select board.

Vice Chairman Robertson stated that he thought and he didn’t know about the rest of the Board, but his concern has been about the numbers. He knew that the document that Mr. Leavitt had they are estimating or hoping for between 16,000 and 20,000 people and that they indicated that they were going to cut off ticket sales at 16,000 per day if necessary. They would also have two, uniformed officers on premise and that they would have five flaggers. Some of those numbers struck the Vice Chairman as a “little light” if they get the number of people that they wanted.

He went on to say that as a selectman, his primary concern is the noise level and he was much relieved that the battles are only going to be from 2:00 pm to 3:00 pm because it seemed that this information wasn’t easily found by any on the Board. The Board wasn’t sure if the noise was going to go on from say, 10 am to 5 pm each day. When the town has had fireworks events at the fairgrounds that weren’t 4th of July or Old Home Day, the Board has certainly gotten phone calls and complaints about the noise.

Mr. Leavitt stated that it was a draft plan that the ~~select~~ Fair Association board was given. The Fair stated that they told the event holders that they were a little light on the police officers as well. The Fair Board also stated that they would have to also have a “no cooler” policy. He stated that the event holders were going to go back and look at this but that this number didn’t include the private security detail that they were hiring.

They are concerned about security and are trying to sell as many tickets as they can in advance and the Fair Board encouraged them, if they reach that theoretical number and the parking lot is full, that they should be able to call up ticket sales and tell them that they are sold out that they would not be able to take any tickets that would have been bought at the gate. They don’t want people parking on the road so that was made really clear ahead of time if they reach the attendance that they are hoping for. Obviously, weather will have a great impact on attendance. A day like today, the event will probably be very, very well attended.

Selectman McGarry stated that he shared the Vice Chairman’s concerns regarding security. He thought it would be a good idea for Police Chief Duquette to review their plan and get his input on the operation as well. In regards ~~with~~ to police and traffic, he thought that there should be police out with the flaggers to make sure that people are doing what they are supposed to be doing.

Mr. Leavitt stated that the final version of the plan (which Mr. Leavitt has not seen as of yet) is supposed to be shared with the Police Chief. If the Deerfield police are visible at the event, he thought that would be good.

Mr. Leavitt got the impression, and this is going to be a first for all of us, is that if they have 300-400 people with M-1 carbines in their hands that this would provide a level of control although they will only have blanks to use with them.

Selectman Shute asked if it was going to ~~entrance~~ enter to the grounds via one entrance or more than one.

Mr. Leavitt stated that he thought that they are now talking about three entrances which would be the main entrance, the entrance up the hill and the Cotton Road entrance. They would not be using the entrance by the horse pulling because the sight distance is so poor.

The battlefield will be outside the area adjacent to the new sheep barn. They are going to block off a huge section of the parking lot and use that as the encampment as well as parking for the tanks, etc.

Inside the fairground in the sheep/goat barn, as well as the Arts and Crafts building, as well as in front of the Farm Museum will be displays.

Soldiers that are camping will be outside the gate as will be the battlefield.

The event promoter initially proposed to bring everyone through one gate. The Fair Board convinced them that the traffic would be backed up for miles. They are looking to have people go through a gate-like structure once they parked which will allow them to visit the encampment, see the vehicles, and go into the fairgrounds proper to see the buildings and displays.

They are also going to have a "USO" type of entertainment by the sheep/goat barn.

The promoter knows that the fair has a "no alcohol" policy and a "no drug" policy and the Board told them not to allow coolers inside so that they don't have to deal with the problems that this would bring.

Mr. Leavitt stated that the event holders have been pretty good at taking the advice of the Fair Board about different things. It is important to remember ~~is~~ that this is their event, not the fair's event.

Vice Chairman Robertson stated that it was also not the town's event but that they would most likely be first and foremost to hear about the traffic being backed up to Candia or explosions and such so that is why the select board is concerned.

Mr. Leavitt stated that he felt fairly confident that the event is going to be controlled and safe inside the fairgrounds and that the battle will be reasonably brief and safe and won't go all night. Traffic, on the other hand, he wasn't too confident about and maybe he would pray for rain.

Selectman McGarry stated that based on the estimate of 16,000 people there, has the Association looked at the parking requirements to serve 16,000 people and if the area that they are proposing for parking will be sufficient?

Mr. Leavitt stated that the number was an estimate. The association knows that on that side of the road, the fair can park 20,000 cars except that they are using part of the parking lot as an encampment and part of the parking lot as a battleground and the area around the "fair campground" won't be assessable because of the layout of the battlefield.

Chairman Pitman stated that it should be more than enough.

Selectman McGarry asked if the fairgrounds owned the parking lot beside Treem's?

Mr. Leavitt stated that there were no plans for using that parking lot. That could change but at this time with the issues that would come with parking in that area such as volunteers to run the gate, people crossing the road and items like this. The Fair Board is hoping that the crowd stays away from the rest of the fairgrounds if possible. It is something that hasn't been offered to them and nothing has been said about using it. If they wanted to use it, there would probably be a large rental price put on that parcel so that they would be discouraged.

Vice Chairman Robertson stated that the only other thing running through his mind was the camping. He knows that they intend of having two encampments. He didn't know if there was other camping involved and the only reason that he was asking was that there were no specific cut-off hours for the event. He went on their website and stated that it said that it opened Saturday morning and closes Sunday night.

Mr. Leavitt stated that in their camping area, they are planning on having some of the volunteers camp there because they do have support people that aren't just reenactors. The reenactors will be sleeping in pup tents in the parking lot and they claim that if the ground isn't tougher than the battleground in WWII, they're up for it. It doesn't seem to scare them knowing that in July, it could be a hot and dusty place.

They have asked for permission to have campfires in that area and the Fair Association stated that they would allow it if they could get permits from the fire department so they will be talking to the fire chief about that.

Chairman Pitman asked if Mr. Leavitt would be willing to come to the board on the 18th of June which would be after the Fair Board meets again with the event planners which he stated that he would be happy to do that.

Mr. Leavitt stated that he is willing to share any information that he gets. He stated that the event planners are hoping that this can be an annual event and that they can use this for a home. They want things to go really well this first year.

Travis McCoy – Veasey Park Commission

Mr. McCoy thanked the board for letting him speak tonight.

Mr. McCoy stated that talking back and forth with Mr. Harrington regarding liability issues for volunteers down at the park and he has given Mr. Harrington a couple of pieces of information that he wanted to pass onto the select board.

He thanked Mr. Harrington for helping him start this process because Veasey Park doesn't have much in the way of by-laws. It has been something that has been talked about over the years but nothing has been done. He asked the Board to read the following:

"He has been a member of the Veasey Park Commission since 2009 and has been sworn in for his fourth term. He has volunteered at Veasey Park for around 20 years under the supervision of previous commissions including his mother, Paula McCoy. The commission has always used volunteers in the cleanup and repair of the park and has been successful in facilitating donations to the park in the forms of material goods and specialized labor offered by Deerfield residents.

In his time on the Commission, we have always done our best to observe proper safety precautions and provided proof of insurance for any contractors operating tools or machinery on the property.

It has come to his attention that a member of the select board has expressed a concern regarding the nature of the physical work expected by the Veasey Park Commissioners, especially the volunteers.

After his presentation to the Board of Selectmen last week, he was informed by the town administrator that "mowing has to be done by the town mowing contractor not Veasey staff". "It had been decided some time ago."

Mr. McCoy stated that he doesn't remember being informed of this directive from the Board and that he was fairly confused as they were allowed to opt out of the mowing contract last year and used their own equipment to mow at Veasey Park.

He was also informed via the same email in regards to clearing and cleaning, "I would ask that you contact the Highway Department or consult with a contractor to do it because of the liability and the possibility of injuries."

An order such as this impedes the operating procedures ~~and~~ as well as tax payer's monies being spent to complete this as volunteers have been doing it for at least the last 20 years of which he could attest to and that this has been the norm for the last 50 years.

The following is obviously just some of the work that we perform but these are the ones that stick out to him that can cause the risk of injury.

Mowing, weed whacking, leaf blowing, clearing brush and downed trees with mechanized items such as chainsaws and saw-alls as well as non-mechanized equipment such as handsaws and loppers. Setting up lines and anchors, rafts and anchors, install 12v solar lighting, maintenance of the composting toilets, solid and liquid waste tanks, various

construction projects such as building picnic tables, information kiosks with the use of power tools, ladders and hand tools for said projects.

It is his understanding after talking to Mr. Harrington and the Municipal Association today, the Veasey Park Commission is covered by the town of Deerfield's workers compensation liability insurance. As such, we are aware that we must practice safe work practices and when deemed necessary, to call in licensed and insured contractors.

All members of the current Veasey Park Commission are willing to sign a waiver indemnifying the Town of Deerfield for any liability or personal injury and accepting any liability for property damage resulting from any activities of the Commission.

If it is the wish of the Board of Selectmen to enact a moratorium of such activities, please specify what activities are prohibited and record as such and allow the Commission the opportunity to speak on such an order.

In conclusion, I would ask any member of the Board of Selectmen if they don't trust the judgement of Commission of Veasey Park, please let it be known now so that we can move forward with a better understanding of what procedures we must follow to ensure confidence in the ones that chose to appoint us."

In some of the paperwork that Mr. McCoy provided was what people see when they pull up the town website for Veasey Park. He just wanted to point out one of the most important things that the Commission thinks needs to be added into this is that "The Park is managed by a dedicated group of volunteers of the Veasey Park Commission and encourage our citizens to get involved in volunteerism for the betterment of our community."

In 2016, through the Commission statement, the mission statement was added, it is the goal of the Veasey Park Commission to meet the needs of a growing community while maintaining the integrity of the park, as a family-oriented town beach enjoyed by generations of Deerfield residents.

The Commissions also strives to promote community involvement through volunteerism at the park and the community as a whole.

Everything that has been written and presented has included volunteers. They have always done their best to make sure the volunteers use the equipment safely and aren't doing anything that's outside what someone might do at their own yard.

We do understand the concerns of running heavy equipment down there which hasn't been done by any Commissioner for some time. We do know the inherit dangers of using a chainsaw.

They have always strived to staff the Commission with people who were qualified to do a lot of the work that is required down at the park, that we feel is required at the park. We have an earth scientist who shares a huge interest in the park going green and in our water management. The vice chair is a building contractor and supervisor. Mr. McCoy states he does what he does.

Chairman Pitman asked Mr. McCoy where he wanted to go with this conversation?

Mr. McCoy stated that he doesn't feel comfortable with how it stands. Some of the duties such as putting out the raft and buoys, there is an inherit risk to that, dropping anchors can result in loosing a finger if it gets tangled in a rope. There are no life guards on duty when these duties are being done. He stated that they wear a life jacket and take all safety precautions.

They also have \$1,200.00 worth of lumber sitting at the park, waiting to build picnic tables because someone is not sure that I can use a chop saw.

Vice Chairman Robertson stated that he wasn't exactly aware of the concerns that were brought up by Mr. McCoy. He stated that he didn't have any particular concerns and the thing that the Board of Selectmen has been concerned about for years and has advised the Veasey Park Commission to use the Highway Department or to use contractors for dropping large trees. To his understanding, even as volunteers, you are going to be covered by the worker's compensation coverage of the town particularly if you are volunteering in the capacity of the Commissioner, you are going to be covered by the liability as well.

As for signing a waiver, Vice Chairman Robertson stated that he should not have anyone on the Commission sign a waiver for bodily injury.

Chairman Pitman stated that it sounds to him like it was a major misunderstanding from what started out as a little bit of lawn mowing. He stated that it was the first time that he had heard about it.

Selectwoman McHugh stated that this first came up in 2016. She stated that the Commission has done an awesome job at the Park but the grass was damaged by a tractor that didn't get properly fixed for years. So back in 2016, they were told that they couldn't use tractors down there.

She continued that she thought that what the Commission need is a policy that tells them what they can or cannot use or do. She stated that she thought that they should let the town mow it. It takes the responsibility off of the Commission. It was already in the bid process.

Other than that, she thought that the Commission needed a written policy of what they can or cannot do or what they are expected to do.

Mr. McCoy stated that he absolutely agreed with that and that he would like to concentrate on that right now so that they don't run into this next time we have a misunderstanding.

As far as the mowing goes, they would love to be part of the mowing contract. There are certain areas of the beach that grow faster than other areas. He would like to know if he was down there if he could weed whack or use the lawnmower. He stated that he thought that these things have always been done and always assumed that the Commission was allowed to operate certain pieces of equipment and when we were told not to drop standing trees, don't operate any heavy equipment, we were happy to comply.

Mr. McCoy stated that he is not blaming Mr. Harrington for the email or any misunderstandings but he got the email and passed it along to everyone on the commission

Vice Chairman Robertson stated that to his mind, the way that the Commission handled the paddle craft trail, is what he would envision. When they had talked about that, the Board asked that the Commission use contractors if large trees needed to be taken down. He stated that the Commission did a fine job with a lot of volunteer labor. The Commission either had EMS or Messina come in and do the cutting work that was deemed dangerous and needed equipment to do what needed to be done and that worked well.

Vice Chairman Robertson continued and asked if Veasey Park was included in the bid specs for the grass to which Mr. Harrington stated yes.

Mr. McCoy stated that what he needed to know is that if members of the Commission wanted to operate their mowers down there and they are operating them responsibly and following safety guidelines, is that not an issue. Also Mr. McCoy stated that he would need to operate a chop saw and he needs to be able to operate a circular saw otherwise the donation that was gotten for the lumber will be cancelled out because he would have to get a contractor to put the picnic tables together.

Mr. McCoy stated that he has been a woodworker since he was 18 years old and those pieces of equipment are not ones that he isn't familiar with. He would never ask anyone to do anything that they weren't comfortable with.

Chairman Pitman stated that he didn't want to stop volunteerism but that he thinks that it is a misunderstanding and it needs to get sorted out as to what is to be done and what needs to be hired out.

Chairman Pitman asked if any of the members of the select board had anything else. Everyone was all set. He went on to say that it is no different than the Hartford Brook project.

Mr. McCoy stated that the last time he was in, he was talking about erosion control and that sort of thing and will need an engineered plan so to not get in trouble with DES. He didn't think that he had properly explained what Mr. Smith was going to do but that all Mr. McCoy wanted was for Mr. Smith to come down and take a look at the situation to see where the Commission would even begin to start.

Selectman McGarry stated that he went down and looked at the issue on Saturday and there was one area that on the north end, the erosion looks like that area accepts the water coming out of the French drain and flows down along the edge. He thought that this issue could be taken care of. There were other areas on the beach itself that it was clearly eroded but he couldn't tell where the water was coming from.

Mr. McCoy added that you can't tell if it is coming through the rocks or where it is coming from. It is a mystery for the Commissioners also. That issue would be something that would need to be addressed with an engineering project.

Selectman McGarry stated that he tried to do some research on whether the sand that is there is not the right sand for that area and the only thing that he could come up with was possibly ~~was~~ that there might be too much in the number of fines in that sand and would make it more subject to erosion. The only way that you could really make that determination is to run a "sieve" analysis on it and didn't know if they wanted to approach that at this point.

Selectman McGarry stated that he checked with DES to see if they had any typical specification for sand for beaches and unfortunately, they don't have it. He stated that he was going to try and do some additional research to see what he can find out and then get together with Mr. McCoy on that.

Mr. McCoy stated that he thought that the original plans for erosion control are at the G.B. White, just not sure of the location.

Vice Chairman Robertson stated that this was one thing that he was going to mention was that the last time that the town did serious work at the beach at Veasey, with a permit in hand, he thought that Craig Benson was Governor. The actual commissioner of DES was a friend of Joe Stone's and came to a meeting. He didn't know how much background work was actually done but he did know that the Town got a permit very quickly.

Mr. McCoy thought that they could do better and wanted to explore this and thanked Selectman McGarry for his knowledge and input and to figure out where they actually need to go with it. There is always a lot of opinions and they would like to go to DES and the town with the most rational, cost effective solution instead of bouncing back and forth.

Mr. McCoy continued to state that this is what Veasey Park is all about. There are so many qualified volunteers that are willing to help out. Whatever we can do to maintain this course to keep our volunteers and our Commissioners. Most of our Commissioners at Veasey Park join for a specific reason. We don't think of ourselves as a Commission but as a department. We get our hands dirty and that is why I could join the Cemetery Commission but it's not very lively.

Chairman Pitman asked Mr. McCoy if he was all set. He stated that the Commission would let the Town do the mowing and the Commission would continue on with the volunteers on what they do well. He also stated if Mr. McCoy had any questions to come back to the Board.

Jack Hutchinson – Lang Road

First of all, he wanted to say is thank you Veasey Park, this is how Deerfield is supposed to work. Getting volunteers to step up and do that kind of stuff is really wonderful. Everything they do builds community in such important ways.

Mr. Hutchinson stated that he hoped that the town would have a policy that when someone steps up to do work, bringing skills in and needs materials, its not about a bid process, it's about finding the materials obviously responsibly. If people aren't doing it right then it can't happen.

The specific instance that comes up is that he is steadily recruiting volunteers to do stuff and he stated he found a new person in town who is a construction manager for putting up cell towers. Mr. Hutchinson stated that he needed someone to put up the cabinets and counters in the concession area. He met the person down at Home Depot and spent a couple of hours looking for doors, hinges, handles and such and found some stuff and got a price on everything that was going to be needed and installed by this person.

Mr. Hutchinson then stated that they got a message that they needed to get bids which you can't usefully get bids on something like that because when looking at materials, you have to say out of this store's stock, this is what I would like to get. It wasn't like buying the slab where he could get bids from everybody because I could specify a slab they were going to put in and they were going to set it down. The only work for them was showing the contractor where to put it and having a bed ready.

Mr. Hutchinson continued that he hoped that it can be okay when he's building the dugouts and I've got two more to build now and that worked out great. I got everything but the siding from Jackson Lumber and the siding from Mr. Pitman. If Jackson Lumber sent him 2 4x6's that weren't straight, I could just run down there and swap them out for two good ones. I hope it can

be okay to work like that and not expect volunteers to follow a bid process when they're only buying the materials for the job and donating their labor which is more than half the value of the job by far.

Mr. Hutchinson asked the Board if that worked for them.

Vice Chairman Robertson stated that he thought that the estimated amount was well below \$3,000.00 too and I think it's absolutely right. Obviously there is going to be exception to this, I think, probably based on amount and type of item that is being bought. To his mind, if you are buying materials and hardware to do a volunteer job like this, it makes no sense to get the volunteer taking two or three hours pricing out everything and telling him to do it a couple more times as best your able so that we can decide whether you know what you're talking about or not.

Mr. Hutchinson stated that before they go somewhere to get stuff, they figure out getting the best deal. There is a lot of judgement that does into it that doesn't fall to opening bids and convenience. He stated that he had to items a number of times as it wasn't good enough and having the supplier close was great.

Mr. Hutchinson stated that when they did the fencing, we were paying somebody, they were going to come in and do the fencing, there was no donation in it. We got an amazing deal but we got bids and that was easy because we can spec the job but you can't spec for job for the concessions area and get the right stuff.

Vice Chairman Robertson stated that they aren't going to make a black and white policy that the bidding procedure goes out the window for anything involving volunteer labor but he thought if the Board could be given a little heads up, our policy clearly gives us the right to waive, excuse what have you, our normal bidding procedure. The Board does it all the time because lots of times, they only receive one bid or we get no bids. He thought as long as it is mentioned to the town administrator or the Board, we can certainly work in that manner.

Mr. Hutchinson stated that he would keep the Board in the loop. He didn't really know how much this was going to cost.

One of the things that is important in recruiting volunteers and getting work done and get a pace going is to not have people get backed up and have to wait for stuff. The energy is in it and if they walk away just as it just came up with Dave Drapeau who was setting up the infield for the softball field. He needed 16 or 18 yards of material and Jack was able to have it there in two days. It was \$300.00 or something like that and he talked with Pete and worked it all out. Steve Rollins did all the trucking and donated the truck. He went over to Hooksett and got the material. It is keeping up that pace so that he could tell David that it is there and ready for you, the energy is there and there's a sense of getting it done.

Selectman McGarry stated that he shared the Vice Chairman's thoughts. The only concern he would have is if we were looking at a 10 or 20 thousand dollars' worth of material, he thought we would then would be looking at going into some type of bidding procedure.

Mr. Hutchinson stated that it depends on the nature of the work. If you can specify something then you can do it.

Selectwoman McHugh asked if it is coming out of the Parks and Rec revolving fund.

Mr. Hutchinson stated that it is either that fund or the grant.

Selectwoman McHugh stated that it was a budgeted item so she would go along with that.

Mr. Hutchinson stated that keeping people in the loop is no problem. The moment we have a number, he could send it to whoever he should. He would ask if there are any concerns or anything that he should check out. He stated that he then didn't want to go out and repeat the process. If this stuff looks good, we're ready to go. We want to be able to sign up pretty quickly and move on it.

Chairman Pitman stated that the price was \$2,529.00 for the materials. He stated that he checked some of the prices and it was very competitive.

Mr. Hutchinson stated that it just happened that he walked in with the new volunteer and the manager of the store who was sent to turn it around was a high school buddy of his and he ran into him. He didn't even know he was there. He knew that he worked for Home Depot so they were getting great service.

Selectman Shute stated to just follow up on Selectwoman McHugh's question, there is a grant and there's a warrant article.

Selectwoman McHugh stated that she was just wondering if it was or wasn't in the town budget then we wouldn't think that it was a big deal to make them do it the way that we normally have to do with every other department.

Vice Chairman Robertson stated that for specific items, when you mention other departments, if Parks and Rec comes to us and says they want to buy radios or something like that, we are clearly going to ask them to get the bids but he thought that these were specific instances where we're buying supplies for volunteers who are donating their labor to continue and, in those situations, it doesn't make a lot of sense to me to tell these people there is a bid process.

Mr. Hutchinson stated that he had two more examples. Chris Corbett is doing all the irrigation. He bought all the material and sent a bill for it. We didn't say get some bids on the material. Work with your suppliers, they have relationships to get that stuff. He is doing all the work for nothing and the same thing with Ron Labore with all the plumbing. We'll pay for the materials and we're good to go.

Vice Chairman Robertson asked one last thing. He stated that he kept mentioning volunteers by names and I'm not keeping track of them all. I don't know if Parks and Rec is but we've got some people that have given huge amounts of time, of their equipment, of their material to this project and at some point, we probably need to get a finalized list and recognize these people to which Mr. Hutchinson agreed.

Mr. Hutchinson stated that there are some people that really do need to be recognized like Steve Rollins, like Dave Drapeau and bringing in more people which was what came up in conversation with some of the people who have been working hard. Where are the next volunteers? Are we always going to have to do this and that is why I've been recruiting more volunteers.

Mark Young – Highway Agent

Vice Chairman Robertson asked Mr. Harrington if he had heard any more regarding the coding of bills. He stated that he had not gotten anything more other than what he had sent them.

He stated that he talked with Pete today and he thought that basically what he showed him was that he has the ability to list these expenses by project and he knew for example, a couple of weeks ago, there was a Mark Young Trucking on the accounts payable which listed just gravel with a dollar amount. He was assuming that we didn't pay Mark Young Trucking for gravel and Pete was able to show he that he can list gravel and still code it as rental so that we can see that it was rental of equipment and that way you will have the benefit of having that broke down. It's not as easy as it could have been if we didn't have the default budget but you'll have benefit of having things classified under road reconstruction, under gravel or what have you and the Board will have the benefit of being able to see it coded as a rental and be able to see the difference between material and actual equipment.

Mr. Young asked, when he turns in the bill for let's say, what has been going on in the pit right now, piling up gravel with the excavator in the pit, he can still code that to the pit?

Vice Chairman Robertson stated that his understanding is that Pete has the ability to do this and earmark as rental but my understanding of actual accounting is limited to what Pete or John tell him so he didn't know if Mr. Harrington had anything to add.

Mr. Harrington stated that the whole problem with what we're dealing with right now was when I prepared the operating budget to help Mark out in the 2018, he added a rental line that was new to almost every sub-category he had so there was a road reconstruction rental line, there was a gravel rental line which would help Mr. Young in keeping track of your budget.

As it is right now, we have one equipment rental line which I believe is in road reconstruction, no, it is in the general highway budget and right now, and he stated to correct him if he is wrong, the problem with that is that the Board has asked us to put all of the rental equipment in that one line which may be in Mark's mind, being spent out of gravel, road reconstruction, resurfacing and all these other different departments. Those sub-budgets show that they are under expenditure and that one line shows an over expenditure which is throwing Mark off trying to keep all of his numbers straight.

Chairman Pitman stated that it was told that Pete can use that one line and he can sub-list them.

Mr. Harrington stated that Pete can't make new categories. He can code it to the different areas but it will all still be in the equipment rental line but it's not going to help Mark out when he's trying to figure out his numbers.

Mr. Young stated that he knows what Mr. Harrington is saying but It still doesn't give him the ability to track his money if we still have to put it all in the rental line.

Vice Chairman Robertson stated that his understanding is that it can be put, it was done already a couple of weeks ago, for example, cost of your equipment was listed as gravel but there is a sub-code or something off to the side that Pete can tag as rental so that it would be known that it wasn't actual material and his understanding is that would enable Mr. Young to register things under the project you're using it with whether it's road construction, gravel or what have you and if Pete can key by individual billing statement that it's a rental, that'll still gives the Board the ability to see what we actually spent on outside rental.

Mr. Young stated so I can code the way that I want to code?

Mr. Harrington stated that he wasn't part of the conversation but he thinks what he is saying is that there is almost a memo section to each invoice so when you were to put the past invoice in for gravel, it would go under gravel but it would say gravel rental. He asked if that was the way it was described to Mr. Young.

Vice Chairman Robertson stated that he thought that there was more of a sub-code that was less visible to non-accounting people.

Mr. Harrington stated that he would have to talk with Pete as he wasn't that familiar with it. He stated that he would talk with Pete tomorrow and give Mr. Young a call.

Vice Chairman Robertson stated that he seemed to him that we were not exactly where we wanted to be but it would give Mr. Young the ability to still code stuff to be able to track his money.

Mr. Young stated that it wasn't just his rental either. We rent the vibratory roller from ATS which goes under road reconstruction. There is a whole slew of things, it's not just his equipment.

Last year with the loader, it really needs to stay in winter contract not pulled out so that it can be offset by the winter maintenance fund.

Selectman McGarry asked if at the end of the year, would the Board be able to look under the rental line and see what money was expended for winter maintenance as rental.

Chairman Pitman stated that was the idea. He stated that he thought that by bringing this up that the Board will get a better report than we would have had.

Mr. Young stated that Pete could put together something that wouldn't take him ten minutes and he could have it all in black and white and it would make him happy and the Board happy.

Vice Chairman Robertson stated that his concern on this is obviously, I want to be correct accounting wise but it's a little bit selfish too when someone pulls me over and starts needling me about what we're spending on rental equipment by vendor. He wanted to be able to clearly answer them.

Mr. Young stated that there is another option and do away the rental and go back to subcontract. We just won't get as much done. Just hire subcontractors and forget about the rental. That can be done also.

Chairman Pitman asked if anyone else had anything.

Review of Outstanding Minutes of May 14, 2018

Motion: Vice Chairman Robertson moves to accept the minutes of May 14th, 2018 as presented.

Second: Selectman Shute

Discussion:

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

Payroll Manifest - \$57,027.21 (gross) \$44,626.66 (net)

Motion: Vice Chairman Robertson moves to approve the Payroll Manifest

Second: Selectman McGarry

Discussion:

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

Accounts Payable Manifest - \$31,305.86

Motion: Selectman McGarry moves to approve the Accounts Payable Manifest

Second: Selectman Shute

Discussion:

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

Intent to Cut Wood/Timber – Mark and Pamela LaMontagne, Haynes Road

Timber Tax Levy - \$1,951.07 – involving Alan Cohen, Al Jaeger Trust, Shirley Hutchins and Alan and Kathy Shigo

Motion: Vice Chairman moves to collect the timber tax

Second: Selectman McGarry

Discussion:

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

Motion: Selectman Shute moves to appoint Jeff D. Augustine to the Parks and Rec Commission, term to expire April 30, 2019.

Second: Vice Chairman Robertson

Discussion: Selectman Shute stated that this appointment is to fill out a term and that there is still one opening that people are able to apply for as well.

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

Town Administrator's Report:

Mr. Harrington stated that he had one item which was a request to the town from Carolyn O'Neal as a representative from the Deerfield Community School PTO. They're requesting use of the gazebo park area on Friday, August 10th for a movie in the park event and they would also be looking to use the bottom floor of the town hall.

For the most part, I am bringing this to the Board's attention for the use of the gazebo park. She has also been in touch with Nick Lawrence to dovetail into their family fun night evening. Should they both occur at the same time, the concert or the event from Parks and Rec would take place first and then the movie would take place afterwards.

Chairman Pitman asked Mr. Harrington if this was the same weekend as Old Home Day to which it was answer that it wasn't but the week before.

Vice Chairman Robertson stated as long as Ray Ellis and Nick Lawrence were good with their schedules, he thought it was fine.

Chairman Pitman asked if anyone on the Board had anything for the Town Administrator. No one did.

Unfinished Business:

Selectman McGarry stated that he was finally able to print the pictures that he had taken with regard to the Epsom/Deerfield town bound and he has one picture which shows the stone with the chiseled E and D with a line down the middle. That was the stone that mysteriously moved. We ended up setting the stone bound with this chiseled stone with the line separating the D and E to be actually on the town line and going off to the east.

Remaining COLA Wage Increases.

This involves the COLA wages that didn't get dealt with earlier on in the previous administration which would be part timers that were in Parks and Rec, Highway Department full timers and Police Department full timers.

Vice Chairman Robertson stated that these were specific people, his recollection was, that they were pulled out because the Board had given them some other incremental wage adjustment or were new hires. It got presented to the Budget Committee in that fashion. He thought that they were advised by a couple of different entities that the Board shouldn't pick and choose employees to give COLA's to and that you make wage adjustments for the purpose of bringing wages into the appropriate scale and it doesn't do you any good if you make wage adjustments and then defer those people from their cost of living adjustment.

He believes that the Department of Revenue was one of the entities that told the Board that this was not an appropriate way to do this and they would need to bring them up with everybody else and apply it to everyone from January 1st.

Vice Chairman Robertson asked Mr. Harrington if there was a dollar amount to which Mr. Harrington stated that it was on the cover sheet. There's the approximate increase from COLA to FICA and also the additional wages.

Vice Chairman Robertson stated that all inclusive it's a little over \$11,000.00 that we need to find in the budget to which Mr. Harrington agreed.

Motion: Vice Chairman Robertson moves to authorize the Chairman to sign the paperwork and to attempt to come up with \$11,472.21 for the correction of people that were left out of the COLA that was given to the employee base this past year.

Second: Selectman McGarry

Discussion: Selectman Shute asked if it included the Parks and Rec people. Mr. Harrington stated that the people at the top of the list are all the remaining part timers that were not included in the fall COLA and they are also the full-time people that were the new hires at the time and that Board had decided that because they were newly hired, they were not included in the original COLA. Those people are at the bottom.

Selectman Shute stated that Parks and Rec wouldn't be included in the money that needs to be raised because they are all paid out of the revolving account.

Mr. Harrington stated that it would all come out of the revolving fund, that is correct.

Selectman Shute stated that the total was but Mr. Harrington interrupted and stated that the total is a combination of both so you would have to reduce it by the top amount.

Chairman Pitman asked that the motion be amended to show what was just discussed but Vice Chairman Robertson stated that he thought that in order to expend the money, they had to use the gross amount. It was noted that the Board wouldn't have to find as much to they thought.

Mr. Harrington stated that the amount coming out of the actual operating or default budget would be less than the \$11,000.00.

Selectman McGarry asked what the difference was.

Selectman Shute stated that the Parks and Rec group is about \$1,000.00 so it was noted that \$10,000.00 would have to be found.

Chairman Pitman stated that he just had noticed that the paperwork only needs to be signed by the Chairman so the motion would need to be changed.

Vice Chairman Robertson amended his motion and the second agreed with the amendment

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

Chairman Pitman asked Vice Chairman Robertson to speak on the tax deeds.

Vice Chairman Robertson stated that they got a recommendation from the tax collector to deed properties and in her review, she came with thirty-three parcels. She is recommending that we take action with regard to three parcels. He stated that he was going to read the lot numbers and the acreage as opposed to the actual names of people. They are all on map 418. It is the following:

Lot 62 – 76 acres on Reservation Road

Lot 25 – 23 acres on Reservation Road

Lot 26 – 5.7 acres which is a landlocked parcel sort of between Tom Welch's land and Nancy Mathes' land off of Reservation Road but a way off.

He had talked to the Chairman before hand and these parcels are contiguous to large, undeveloped parcels presently and he believed in the warrant article it talked in regard to disposable property, we have the option to run potential deeded property by the Conservation Commission and he thought that this might be a good idea. If we are going to take the action, we need to

take the action regardless but he wanted to get a plug in there because of the location of these properties, because of the ponds and wetlands on them as well that he thought that it was important that they let the Conservation Commission take a look at particularly, the bigger two parcels before the Board decides if they want to auction them to the highest bidder and be done with them.

Chairman Pitman asked the Board members if they thought that tonight would be a good night to get the deed turned over to the town to which the Vice Chairman stated that he would be comfortable making a motion that we:

Motion: Vice Chairman Robertson moves to follow the tax collector's recommendation and deed the three parcels Map 418, Lot 62, Map 418, Lot 25 and Map 418, Lot 26

Second: Selectman McGarry

Discussion: Vice Chairman Robertson added that there has been no action with regards to back taxes on these properties for years and he believes it is his understanding that the owner is deceased. Chairman Pitman stated that he read the obituary in the file.

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

Vice Chairman Robertson stated that he would contact Serita Frey and let her know of the Board's action even though nothing is final yet, just so that they know and that they can take a look at it and tell the Board whether they have an interest or not.

Selectman McGarry stated that he just wanted to make note that the unpaid taxes on these three parcels go back to 2009.

Chairman Pitman asked if there was any other business.

Selectwoman McHugh stated that she had a couple of questions.

She asked if the encumbered money had been straightened out as of yet?

Mr. Harrington stated that it is in the budget, well it's in as a budget adjustment but it is listed now.

She asked if it could be used now which Mr. Harrington stated that it could.

The other question was that she thought that the Board should try to figure out what we're throwing at the highway department as far as for instance, go to Veasey Park and do this and go other places and do that. She didn't know if there's any policies on that type of thing either but Mr. Young is running out of time to do them because he's doing other things.

Vice Chairman Robertson stated that from his past experience there isn't a specific policy. Typically, the road agent has advised the Board that he can help with something and we've gladly taken him up on it or we've asked the road agent for things like Veasey Park clean up when we have needed heavy equipment, we have asked the road agent if he's able to do that and he thought that it's been pretty much left up to the road agent either being agreeable or saying no.

She continued that she was told that somebody was told to consult with him and they called us and said, hey, the town administrator said for you to come down and do this so she just wanted to see about that.

Chairman Pitman stated that this was a good point and that we don't want to over stress. They do have road work to do. It was nice that they volunteered out here to clean up what our insurance company wanted at the fence line with the trees and the holes in the rocks. They ought to be asked if they have time not just told to do it unless it's an emergency.

Selectman McGarry stated that he had forgot about a couple of things that he wanted to ask Mr. Harrington.

Selectman McGarry asked if the town had gotten back the results from the water sample that he had taken down at the town hall.

Mr. Harrington stated that to his knowledge they haven't. We've gotten one water sample that we had asked for out in the front as part of Emergency Management to determine the portability of the water but as far as the tests that Selectman McGarry had conducted, no he had not seen any.

Selectman McGarry stated that he would see if he could check and find out what the story on that is.

The other item he had was on the police department building committee, has there been any responses to which Mr. Harrington stated that he had gotten some.

Chairman Pitman stated that he wanted to let everyone know that they are still looking for volunteers as they haven't quite gotten the seven yet and would like to get more than that so that they can pick the qualified ones.

Selectman Shute stated as a follow up from the Board's last meeting, the Chair had asked him to look at some bids for the roof replacement at the highway garage. He understands that the town doesn't have the funding per se but would have to find the money for it because of the default budget but he would recommend that the town go with A.W. Therrien Company for a price of \$28,156.00. Basically, it would be putting a new rubber roof over the metal roof that's on the shed now. He had talked to Ray and he went up and looked at the metal because Selectman Shute was concerned that it wouldn't be stable enough to put a roof over. Ray went up on it and stated that it's fine. It's in good shape structurally, it just leaks.

Selectman Shute continued so what this does is fill in the ribs and then puts a new roof over the metal. The other bid was \$31,683.00.

There are some alternates to add also which one is a snow guard system which he would not recommend and the other is a new gutter which probably should be done so if we go ahead with this we can look to adding the gutter which is between two and three thousand dollars to add it in which we could do anytime.

Mr. Harrington stated that he would recommend that the Board consider the Building Reserve fund. The Board puts away a small amount every year in the budget. He'd have to double check on the balance of that right now and would be able to get back to the Board.

Citizen's Comments:

Mrs. Cady – Old Centre Road

She stated that she had four things that have been discussed tonight that concern her.

One is Jack and Travis' talk about, especially Jack, about getting bids. The town's policy for bids is \$10,000.00. She didn't know if the selectmen have adopted something else when she heard Jack say \$2,500.00 approximately. Why he would have been called and asked if he had gotten a bid? She stated she thought that the Board needed to go over the policies on spending in the town. She thought Cindy had an idea that something should be done but Ms. Cady really believes that the Board needs to understand the policy more and maybe have the policy book with you so that you can look that up.

She is concerned that the tax deeded property, when you say that the owner died and no taxes have been paid, have there been heirs notified because there's some real strong laws in regards to that. In other words, a tax bill having been sent to the owners and if no tax bills were ever sent to owners hasn't been looked up, she thought that the town would have a big problem under the law.

Back to bids, she would like to see the Town have a policy that said bids will be needed if you're going to have it at \$10,000.00, but that RFP's will be done if it is over \$2,500.00 and exemptions that might be made for RFPs.

Regarding the COLA that you're talking about, she didn't know when the Town got the information that it wouldn't be correct to do it but she would like to know if based on legality or it's simply based on it wouldn't be correct because in the "Neal Kirk vs Town of Weare", the court case said that you cannot spend money that was not discussed at the Town Meeting for these things.

She stated that she would like to have some clarification. If you are going to give raises during the year, COLAs, whatever, that the Town follow the court decision and they not be given if the weren't discussed at Town Meeting.

In other words, the citizens have a right to know when the Town is spending their money and that is what the court has consistently made clear.

Then her final point was and she stated she had talked with the police today because somebody that doesn't believe in freedom of speech or First Amendment rights, drove into two of her Northern Pass signs, one on Gloria's land and the other on Steve Rollin's land. Both of those signs are under her name. By law, she had gotten the permission from the landowners to put

the signs there, including one at Brigg's field last year. The one at Brigg's field disappeared and now somebody has driven into those two signs and the one at Steve's looks to be hanging by a thread. They're quite costly having a person come out and put them in and fix them. She would like people to know and that people understand that property rights extend to signs and if anyone is found to destroy those, they can be taken to court and fined plus having to pay for the replacement of them. She mainly brought it to the Board's attention tonight because she wanted the word out in the community that we have a right to have signs under free speech and that this is a free speech issue.

Motion: Vice Chairman moves to adjourn

Second: Selectman Shute

Discussion:

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

Next Meeting: Monday, June 18, 2018 at 5:30 pm

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