

TOWN OF DEERFIELD
BOARD OF SELECTMEN
June 19, 2017
Minutes

Call to Order

5:30 pm – Chairman Barry calls the meeting to order

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

Pledge Allegiance to the Flag

Chairman Barry asks all to rise and pledge Allegiance to the Flag

Regular Appointments

Kate Hartnett for Serita Frey – Conservation Commission - Application for conservation project to NH land and Community Heritage Investment Program (LCHIP)

Kate Hartnett spoke to John Harrington earlier in the day in regards to an application for a conservation project to NH Land and Community Heritage Investment Program which is due Friday and we are seeking, based on recommendation of several people, the approval of the Select Board. A memo submitted by Serita Frey to John Harrington explained the situation. Kate presented a draft letter to the Board of Selectmen for approval and signature within the next day or two so that it could be included with the application. Chairman Barry asked if Kate had any details of the grant and how it is going to be used. Kate explained that this project goes back approximately thirty years and involves what is known as the Marston property totaling 180 acres. It is better known as the Pendleton property on Nottingham Road at the intersection with Perry Road. There is a very complicated set of parcels being moved about since the current owner sold an initial fifteen acres around the home around one year ago. The Conservation Commission has been working with the property owner before and after the sale to get the entire 180 acres put into conservation. To do that, it is possible that the town could get a new town forest out of this. The Commission is using some money from the Conservation Fund, an anonymous donation and we are seeking approximately \$40,000.00 to make up the difference from the LCHIP so that we can do the whole package. The appraisals have been done and we have all the information and it is now time to submit it. If they are successful in being awarded the grant, notification will not be until November. The anonymous donation sits in an account and will not go anywhere unless the grant is awarded. Selectman Robertson stated that he was familiar with this property and it plugs in very nicely with the greenbelt that stretches along Perry Road, Cate Road and behind the Sherburne property to the Nottingham line and he states that he fully supports this project. Chairman Barry asked if Selectman McGarry had read the letter of which he stated he had not. Vice Chairman Pitman asked the Chair if a motion was needed to have the Chair sign the letter for the Board. The Chairman stated yes.

Motion: Selectman Robertson moves to authorize the Chair to sign the LCHIP supporting document.

Second: Vice Chairman Pitman

Chairman Barry read the letter into the record as follows:

The Town of Deerfield Board of Selectmen have been apprised of the Marston Farm project and supports their efforts to secure the funding from the LCHIP in support of this project. We understand, if successful, LCHIP funding will be matched by other funding sources that has been secured by the Deerfield Conservation Commission as noted in the LCHIP application. The Marston Farm is a property with highly significant natural resource, historical and cultural value to our town. We welcome the opportunity to partner with LCHIP in protecting this property.

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

Chairman Barry asked what else the Board could do for Ms. Hartnett. She stated that somewhere in the Board's documentation, a copy of a memo from the Conservation Commission was sent to the Wetland's Bureau regarding the next level of wetlands activity at the substation. The Conservation Commission just wanted to send the Board of Selectman a copy so that the Board is keeping informed as to what is happening.

The last item which Kate was passing off to Mark Young is that scenic road signs have been made and will be posted throughout the town after they have been approved. Selectman Robertson stated that he had seen the signs.

Motion: Vice Chairman Pitman moves to authorize the road agent to install the scenic road signs

Second: Selectman McGarry

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

Kelly Roberts & Cindy McHugh – Dog Licensing updates (Dog Warrant, Civil Forfeiture, 2018 Top Dog Contest, and ACO update)

Kelly Roberts, Deputy Town Clerk/Tax Collector identified herself as speaking for the Town Clerk's Office. Cindy McHugh also joined Ms. Roberts as the Animal Control Officer. They are at the meeting to discuss the unlicensed dog list, the 2017 Dog Warrant, and the 2017 Civil Forfeiture Fine of \$25.00. She also had an update from the Animal Control Officer and the "2018 Top Dog" Contest.

Instead of submitting the paperwork as has been done in the past, we are presenting here to see if we can reach as many residents as possible when they watch this online, Metrocast Channel 24 or who may read the minutes of this meeting. Before the Selectmen tonight is a list of unregistered dogs living in the Town of Deerfield. The Clerk is required by law to provide this information to the governing body between June 1st and June 20th. There are currently approximately over 560 unlicensed dogs residing in our town. This number is too high. Most towns average fewer than 50 unlicensed dogs at any given time. We have seen this number higher in the past. We have really been focusing on improving on this since January, 2017. You may have noticed that we have been working harder to really get the word out there this year. The Clerk's Office and the Animal Control Officer have been working to get as many dogs licensed as possible. Tonight we are looking for the Board's support and the support of the residents to help raise the awareness about this issue. Tonight we will discuss why it is important to license dogs and the benefit it has to the overall health of the animal and the community. For the Board's signature tonight is the 2017 Dog Warrant. The Board shall sign this warrant authorizing the Town Clerk to issue a \$25.00 Civil Forfeiture with the cost of service not to exceed \$7.00 for each unlicensed dog. The Civil Forfeiture date is July 25th, 2017. To avoid this fine, we are asking the residents to please license their dogs before that date. We have spent a lot of time working on the database we call ClerkWorks and this year for the first time since we have had this software, we will be using the Civil Forfeiture function it has. What that means is, without exception, all unlicensed dog owners will receive this fine per dog. So the dog owner will pay a \$25.00 Civil Forfeiture fine, up to \$7.00 in costs plus the regular license fee and monthly late fee per dog. This will quickly add up for multiple dog owners.

There is a lot of work and expense sending these Civil Forfeiture letters and we are asking that the residents simply license their dogs to avoid fines. Since the beginning of the year, we have been working hard to get as many dogs licensed as possible. We are getting the word out there as to why it is important. Some of our initiatives have included being more active on social media and posting regular reminders. We are constantly maintaining the ClerksWorks database which we enter information that we receive from vet hospitals. We are also adding phone numbers to make it easier for Cindy to contact the owners when she finds lost dogs. We are also starting to gather email addresses for the database in hopes in the future to email reminders to dog owners to save the town money on postage. We sent a reminder mailer notice to all residents in Deerfield. We also have a reminder on the local access Channel 24. We have a perpetual reminder in the Clerk's Office and we have created the "2018 Top Dog" Contest. Cindy McHugh added that reminders are also found on social media. She also added that the database has been helping her greatly. She or anyone in the police department can look up the dogs when lost dogs are picked up. She stated that this was probably about three quarters of her calls beside the nuisance cat issues that we have been having which will have to be addressed soon. There was an issue with a cat problem and the owner stated that there isn't an ordinance so they weren't going to address it. The cat is causing damage to his neighbor using under their porch for a cat box which is pretty nasty when it rains.

Chairman Barry asked how many registered dogs are there in the town. Ms. Roberts stated that currently there is 889 registered dogs. There are at least 500 dogs that are not. Ms. McHugh stated that they have gone through the list and is as they think it should be. Some people could have moved away or some dogs may have passed so we need the residents to tell us that too whether or not their dog has passed. It's not that we are being nosey, the office just need to know to update the database.

Ms. Roberts stated that when they send out the forfeiture letter, it will clean up the list a lot because the office will get a lot returned and will get notified by the owners that they no longer have the dog. The list is a work in progress but still want to get it as correct as possible.

On a fun note, we created the "2018 Top Dog" Contest. It was a fun idea to encourage people to license their dogs. It's super easy to enter. The only requirement is that your dog is licensed in Deerfield and that the owner send us a picture of the dog. In early January, 2018, we are going to have a random drawing for the winner. The dog will get the "Number 1" dog tag, which is a big deal, for 2018. Their picture will be on display for a year in the Clerk's Office; they will receive a framed "Top Dog Certificate" and will be featured on the town website and Facebook page as well as get an extra treat!

In conclusion, they wanted to thank everyone who has licensed their dogs and for their support. We just wanted to take this opportunity tonight to make sure we were all on the same page as it pertains to the dogs.

Ms. McHugh also took this time to thank Ms. Roberts for helping with this. She has done an awesome job with getting the database updated.

Chairman Barry asked if there was an Animal Control Officer update. Ms. Roberts stated that the update was that it easier for people to license their dogs as the ACO gets a lot of calls for lost dogs. Ms. McHugh added that when they have a tag on them, the tag can be looked up and the dog taken home or call the people if they have provided their phone number. The ACO stated that she gets calls for loose dogs and found dogs all the time. Most of the time, it's put on social media and she has to look to see if they have tagged her with this information. It was also stated that they doing an average of 208 calls per year for animal calls. The contest is open until December 29, 2017. There are already a lot of contestants.

Motion: Vice Chairman Pitman moves to authorize the Chairman to sign the Dog Warrant

Second: Selectman McGarry

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

Phil and David Sidmore – Swett Road easement.

Jim Franklin represented Dave and Phil Sidmore in regards to presenting the Swett Road easement. What was brought before the Board was an illustration of what they think is a good solution for the long term.

What is shown on the preliminary layout is that everything that is in black is existing and everything that is in red is to be proposed. What is being proposed is to deed to the town, an easement for snowplow and maintenance purposes. The exact location of the Swett Road is illustrated nearly all in red as its exact location is not known. What was done was to use the existed traveled way where the snow plows come in now and turn now and give a thirty three foot wide easement over that. This has nothing to do with the Class V portion of the Swett Road. This has nothing to do with the Class VI portion that runs to Griffin Road. This is just the area that is around the foundations, houses and driveways. We felt that now is a good time to do this while the Sidmores, who are familiar with all the history of the area and the Swett Road, to memorialize this and get it put to rest once and for all. What we are hoping for tonight is a consensus from the selectmen so that we can move forward with presenting a draft easement to the selectmen for all to review and see where we go from there.

Chairman Barry asked if there were any questions.

Selectman Robertson asked Mr. Franklin if he wanted the Select Board to lay out a connecting portion of roadway from the Class V to the Class VI. Mr. Franklin stated that he didn't think it was a layout so much as it is to accept an easement for maintenance purposes. Selectman Robertson stated that he didn't understand why we would want an easement between the Class V and the Class VI for maintenance purposes. Mr. Franklin stated that it is the exact location of Swett Road where it goes from a Class V to a Class VI. It is fifty feet wide then goes down to thirty three feet wide where that transition is. We felt that in the future, long term, that the town might go up and turn around; are they going to be going onto private property; is there going to be a problem because someone backed up over flower bed or garden or damage to something in the way. We thought that an easement would correct these types of issues. Whether or not it is a layout, Mr. Franklin stated that he wasn't so sure.

Selectman McGarry stated that his question was somewhat like Selectman Robertson's in that we would have to make it clear that it's an easement and not a layout by the town. Mr. Franklin and Chairman Barry as well agreed with that statement.

Vice Chairman Pitman stated that he has been up to the property many times. He asked Mr. Franklin where the Town was turning around now and is that fifty feet? They must be going beyond the fifty feet area further. Mr. Franklin stated that yes, they drive up and go into the Sidmore driveway and then back out towards the outbuildings. Chairman Barry stated that they go towards the barn and back into the side road. Mr. Franklin agreed with that statement. Vice Chairman Pitman stated that there is that little turnaround to the left. Mr. Franklin stated that they don't do a loop and go all the way around the farmhouse and back around. There is a well over there and other items. Vice Chairman Pitman stated that they are going on part of the roadway that drops down to thirty three feet so we are maintaining part of that. Chairman Barry stated that they were only turning around there but that in order to turn around there, they have to plow there.

Selectman Robertson stated that he didn't understand still how this would make it any easier for the Town to turn around. Mr. Franklin stated that it wouldn't but that the area that the Town would be turning around on would be defined. The area that can't be used will also be defined.

Selectman McGarry asked Mr. Franklin for his clarification, the trucks typically would pull into the L-2, L-3, L-4 area and back into the L-1 and the L-6 of which Mr. Franklin confirmed.

Chairman Barry stated that as defined this is basically to say that you will be giving the Town an easement as illustrated here in red for the equipment that already does the plowing of Swett Road to turn around in will be in perpetuity that they will be allowed to use the easement to turn around. Mr. Franklin stated that this was correct. Mr. Franklin stated that sometime in the future this property will leave the Sidmore family and the first thing that the new owners will ask is who is doing what where?

Vice Chairman Pitman asked if Mr. Franklin was proposing a new driveway down the hill. Mr. Franklin stated that the driveway on the drawing is an existing driveway.

Chairman Barry asked Mark Young, Highway Agent if he had any comments.

Mr. Young stated that he thought what they were trying to do is a good idea. He stated that if someone sells, the first thing they are going to say is that you can't use this and the Town would have to back all the way out. Therefore he thought that this was a good idea and that it isn't any different than what the Town is doing now. It will just clarify things. Vice Chairman Pitman stated that currently the Town is plowing and graveling. Mr. Young stated yes and that they pull up into Mr. Sidmore's yard to turn around so that they don't have to back all the way back down. This is how it has always been done.

Mr. Franklin stated that if it would help, he did have a larger drawing. The Board stated that they were all set.

Selectman McGarry asked where the easement would terminate on the westerly end. Mr. Franklin stated that this is something that would have to be worked out with the Selectmen. He stated that all he was looking for a consensus so that he could move forward. If the Board says absolutely not, then it would be done.

Chairman Barry asked the road agent if he needed it all. Mr. Young stated that they don't use the driveway that goes all the way around. They just use the driveway between Mr. Sidmores and the outbuilding to pull up, swing in and back around.

Chairman Barry stated that if the easement was cut off at L-8, the part where they would back into to the Class VI part of Swett Road. Selectman Robertson stated that there is an arrow on the chart that goes from the L-8 to the left to the L-22.21. Chairman Barry asked if that addressed everyone's concerns. Selectman McGarry stated as long as it is okay with Mr. Young.

Chairman Barry stated that the Board of Selectmen would look favorable on this if we terminated it at the L-8 point.

Vice Chairman asked if a vote was needed. Chairman Barry stated no that Mr. Franklin was just looking for a consensus from the Board and all five members of the Board were in agreement with the plan as long as it ended at the L-8 point.

Mark Tibbetts and Mark Young – Fire Cistern Location

Chairman Barry asked Mark Tibbetts where he wanted the cistern to go. Chief Tibbetts stated after the fire from August 24, 2016 at Maley's, he came to the Board and asked for support of putting a new cistern in the middle of the town. The night of the fire, we used over 90,000 gallons of water. We drained the Church Street pond and moved up to Freese's Pond and Keith Rollin's pond. At the deliberative session, Chief Tibbetts asked the towns people to approve a cistern to be located at the back of the town hall down past the playground in that area. The reason for that is at any time we would have four to eight trucks hauling water. By putting the cistern in that location they could go down and swing around and pull up to the truck filling others and then go and stage at the town hall. It would be out of the way but it would cover anywhere in the center of town with all of the big buildings plus the fact that it would be great place for staging. If the cistern was located across from the G.B. White Building, there would be traffic jams. During the Maley fire, the Chief was being asked to keep opening the road by the police. If we had a cistern here across from the G.W. White Building, would have to shut down the road because there would be six to eight trucks hauling water from the cistern. It was also noted that after the fire, the cistern would need to be refilled. It doesn't fill itself. The Chief thought that the center of town would be the perfect placement of the cistern to keep it away from traffic and would be a great place for staging.

Chairman Barry stated that the Chief wanted to put it down behind the playground along the town shed area. Chief Tibbetts stated that he really would have liked to put it up top but there are too many electrical lines and such running underground.

Selectman Robertson stated that this is on the lower level of the area. Chief Tibbetts stated that trucks can pull down there and turn around and pull back up. Chairman Barry stated that they would have to go down to the lower flat part. Chief Tibbetts stated that it is the area where the salt shed and the new building are located.

Vice Chairman Pitman stated that it is where that dumpy trailer used to be before the highway agent cleaned up that whole area. Chief Tibbetts replied yes, just before that area on the left hand side. Chief Tibbetts stated that he brought Selectman Robertson down to show him.

Vice Chairman Pitman asked what Matt Fisher thought of this placement.

Matt Fisher stated that in regards to the location that Chief Tibbetts has proposed, he is in favor of it.

Selectman McGarry asked how far off Church Street would the cistern be. It was stated that it was at least 100 yards. Selectman McGarry stated that if we had a fire in the center of town that we would need to deploy 100 yards of hose to get it out to the street. Chief Tibbetts stated no that we would do a tanker shuttle. We would hook up the truck to the cistern to fill our trucks. If it were the town hall, yes I would set up the truck and lay a line which isn't more than a couple hundred feet.

Selectman McGarry asked if there were plans for the cistern and another question have we done any test pits in that area to see if we have enough distance above ledge or whatever it is that might be there. Chief Tibbetts stated that he has brought Miche Corporation who is building the cistern down to look at the location. They looked the area all over. There will need to be fill brought in. The test holes have not been done. Selectman McGarry asked if he knew the depth to ledge that might be there in that area. Chief Tibbetts stated that there was ledge up in front where the sprinkler building was placed. It needed a little blasting to install that building. The Chief is hoping that there isn't ledge but that there could be ledge anywhere in the center of town. Selectman McGarry asked if maybe the highway agent could do the test pit to see what we might have so that there are not any surprises. Chief Tibbetts stated that he was also going suggest this.

Selectman McGarry asked if there were any plans of the cistern itself and do they include buoyancy weight calculations to prevent the cisterns from floating. Chief Tibbetts replied yes. Miche Corporation does all that. They are the ones that designed all the 30,000 gallon cisterns and they include everything. Selectman McGarry stated that the Board would probably need to see the plans. Chief Tibbetts stated that he has the plans with him.

Selectman Robertson stated that in thinking about ledge, there is going to be ledge anywhere that we test pit but he has to think that the ledge directly across from the G. B. White Building on top of the ridge, is going to come up a lot sooner than it is going to come up down there just by virtual of the topography down behind the highway shed. If you go down there, there is a ditch that starts to drop away. It looks like there will need to be excavation as well as backfilling. It was also stated that he had heard talk that some people wanted it to be over in the area that was backfilled and is being used as a parking lot across from the G. B. White Building. If anyone thinks this is a good idea they need to take a walk around behind that parking lot and look at the tree trunks and roots sticking out.

Chairman Barry asked the highway agent for his opinion. Mr. Young stated that he really didn't care where it goes but just simply made a suggestion to Mr. Harrington to look at some other areas. He stated that we can put it down back but just keep in mind that there is a playground there and kids love fire trucks. He also stated that he wants to make sure that enough room is made to make sure that the salt trucks can come in and turn around and pull up and back straight into the salt shed. Right now they pull around and pull up the hill and then have to back down the hill. As long as we leave room enough so we can do what we need done. Chairman Barry asked if that would be able to be done. Mr. Young stated that there was plenty of room in that area. Chief Tibbetts stated that he wanted to make sure that the truck that would be hooked up would be off the beaten path so we want a good distance from the road to where the cistern is.

Selectman Robertson stated he had one other concern. I was hoping to look into other sites but as stated at the deliberative session but I don't recall if it was put into the warrant article language or not, we made it pretty clear to the voters where we were going to put the cistern and we used that specific location. He was a little uneasy to getting them to vote on it and then coming back and saying that we aren't going to put it there.

Chairman Barry asked Mr. Young if there was any problems or concerns at all that the Board needed to know in locating the cistern there. Mr. Young stated that his only concern was the playground. Chairman Barry asked Chief Tibbetts what was going to be on top of the cistern when completed. Chief Tibbetts stated that there would be grass on top and ballads so that no one can hit it and will be kept mowed by the department. Chairman Barry asked if any child could get into the cistern. Chief Tibbetts stated absolutely not. He also stated that you can check out other cisterns at Wild Turkey, Hartford Brook to name a few, we have a lot of them in town.

It was asked what size tank it was which Chief Tibbetts replied a 30,000 gallon tank. Selectman Shute asked for dimension size of the tank to which the Chief replied that he would have to look at the plans.

Selectman Robertson brought up that at the last meeting it was asked how the town arrived at using Miche and what other contractors that were considered, in other words, how did we end up with Miche. Chief Tibbetts stated that

Miche Corporation was the one that designs the 30,000 gallon tank cistern. There are several other companies that do 10,000 gallon tank cisterns out there but Miche is the company that has been doing all the 30,000 gallon tanks all over town and all over in general. They have worked in Deerfield for over five years. That is the company that Chief Tibbetts got the quotes from last year and they are the ones that installed the other tanks in town. The Town is responsible for the excavating, filling and things like that. Miche comes and sets their own tank in with their crane. Their guarantee is five years. Chairman Barry asked if Mr. Young had a problem with doing the test pit to which he answered no. Chief Tibbetts asked if it could be done sometime this week. Vice Chairman Pitman asked how much of the \$67,000.00 is associated with the cost of the tank. Chief Tibbetts thinks that he allotted \$12,000.00 for excavation, fill and other items. Vice Chairman Pitman stated that would mean that the tank itself would be approximately \$50,000.00. Chairman Barry asked if that information could be forwarded to the Board.

Vice Chairman Pitman stated that after the last meeting he had been approached by other fire personnel and they all are all in agreement to where the Chief would like the cistern to be placed.

Selectman Shute asked who was going to do the excavation work. Chief Tibbetts stated that he had talked with Mr. Young originally having some of it done by the town and some by his equipment in order to save the town money. The Highway Department could haul fill to save money and would be allowable by the Town because it is a town project. Selectman Robertson stated that if Mr. Young is involved he can steer the excavation to give him enough room to continue backfilling for the salt trucks. Chief Tibbetts stated that there is plenty of room behind the highway shed. By filling this area in with good fill and some hard pan it would be perfect for turning around and backing up to the salt shed. Chairman Barry stated that the Board of Selectmen would appreciate it if Chief Tibbetts and Mr. Young work together to get it put in the spot that we talked about which is the best spot for both of them. Vice Chairman Pitman asked if the Chief could give the Board a breakdown expensive wise how it going to be after the test pits. Chief Tibbetts stated that once the test pits are down he will have a better idea. Mr. Young stated that the grade dropped off there anyways so you can just scoop it down. Chairman Barry asked that the two work on it and get back to the Board. Chief Tibbetts stated that he hoped to have it in by August.

Bid Opening for Painting at the G.W. White Building, Town Hall and Repairs to Roof

Painting of the interior at the G.B. White Building – one bid	
David Hanson of Manchester, NH	\$5,500.00
Painting of the front of the Town Hall – one bid	
David Hanson of Manchester, NH	\$4,500.00

Chairman Barry asked if Mr. Tibbetts knew of Mr. Hanson. He stated that he and Randy Young were the ones that originally did the painting at the Town Hall. Vice Chairman Pitman also stated that he knew him well.

Motion: Vice Chairman Pitman moves to accept the bids submitted by Mr. Hanson for both projects
Second: Selectman Robertson

Discussion: Selectman McGarry asked if there has been any attempt to get numbers in regards to what a job like this would actual cost or are we just going by the estimate that was given to the Board. Chairman Barry stated that that was a good question. Selectman Robertson stated that the last three times that the town hall has been painted, it has been either Dave or Randy. Sometimes they would work together and sometimes they did not. Chairman Barry called for the vote.

Vote: Yea: 5, Nay 0, Abstained 0, Motion Carries for Mr. Hanson to do both painting projects.

Chairman Barry asked that Mr. Tibbetts come to the microphone to talk about the roof quote. Mr. Tibbetts stated that he had gotten a quote.

Mr. Tibbetts got a quote from a person that was recommended by the company that did the roof last year. He no longer does roofs but recommended an outfit from Manchester. They came out and gave us a kind of bid for numbers to use for the warrant article. Mr. Tibbetts has called him a few times and the contractor stated that he was just so busy that he didn't want to put in a bid because he didn't think he would be able to get it done this year. Mr. Tibbetts asked if the Board could get it advertised again for other bids. Mr. Tibbetts thinks that everyone is just so busy that it might be a problem to get any other bids. Chairman Barry stated that it would be advertised again for more bids. Selectman Robertson asked if it was advertised in the newspaper the first time or did we use the web. Vice Chairman Pitman stated that it was just the web. Chairman Barry asked Mr. Harrington to advertise it in the newspaper this time.

Regular Business

1. Review of the Outstanding Minutes of June 5, 2017

Motion: Vice Chairman Pitman moves to approve the minutes of June 5, 2017

Second: Selectman Robertson

Discussion:

Corrections:

Page 1 – Scheduled Appointments, second line. Insert “courts” for clarification

Two more paragraphs down, fourth line – insert “results in” an eyesore

Page 3 – top paragraph, fourth line down in order for the town, should be *towns* plural

Next line at the very end – insert “to” before subdivision

Paragraph with the abutters notification of wetlands permit application in the middle of the page, second line from the bottom, insert a comma after test pit locations

Next line insert “and” after located

Next paragraph, first line after received a copy of the notice and insert “it” before had

Bottom of the page, one line paragraph second from the bottom, insert “McGarry”

Page 4 – Unfinished/New/Old Business – third line, make concern “concerned” party and that it hadn’t even gone out to bid so (strike “it”)

Second line from the bottom of that paragraph towards the end, so it could be “service” the

Last full paragraph above Citizen Comments – third line at the very end of the line “at this time the insert “Board”

Fifth line down – at the beginning of the year 2018 and insert “going forward”

Second to the last line from the bottom of that paragraph replace “vocal” with “opportunity”

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

Account Payable Manifest – \$716,313.25 (\$676,830.00 School)

\$500.00

\$715,813.25

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

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

Vice Chairman Pitman asked the Chair when the next school payment would need to be made. Chairman Barry stated it would be after July 1st. This was the final payment to the school for this fiscal year.

Payroll Manifest - \$80,282.34 (\$62,943.15 net)

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

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

There were a number of warrant articles that passed this year, one being to place \$25,000.00 in the previously established Winter Road Maintenance Expendable Trust Fund, one to place \$25,000.00 in the previously established Municipal Government Building Infrastructure Expendable Trust Fund and one to place \$10,000.00 in the previously established Fire Department Vehicle and Equipment Expendable Trust Fund. At this time as they all passed, the Chairman looked for a motion for the Chairman to sign to place the monies in the funds.

Motion: Vice Chairman Pitman moves to place the monies in the trust funds

Second: Selectman Shute

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

**Permanent Application for Property Tax Credit (Veteran’s Tax credit for \$500.00) – Carolyn Robertson
49 Nottingham Road**

Motion: Selectman Robertson moves to approve

Second: Selectman Shute

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

Timber Tax Levy - \$27.38 – Sarah Cisco – 64 North Road

Motion: Selectman Robertson moves to levy the tax
Second: Selectman Shute
Vote: Yea: 5, Nay 0, Abstained 0, Motion Carries

4. Change Use Tax Warrants – Tucker Real Estate

133 Hartford Brook Road	\$6,500.00
135 Hartford Brook Road	\$6,500.00
129 Hartford Brook Road	\$6,500.00
132 Hartford Brook Road	\$6,500.00

Motion: Vice Chairman Pitman moves to approve all warrants
Second: Selectman Robertson
Vote: Yea: 5, Nay 0, Abstained 0, Motion Carries

Vice Chairman Pitman asked the Chair if the monies collected from the warrants would be going into which fund to which the Chair replied that the money would be going into the general fund. Selectman Robertson stated that it used to be split between the conservation fund and the general fund. Chairman Barry stated that he believed that Selectman Robertson was correct. Selectman Robertson stated that unless the conservation fund was capped which he believed it wasn't, it would be split between the two funds.

Selectman McGarry asked Chief Tibbetts that while the documents are being signed if he had a copy of the plans for the cistern.

Timber Tax Levy – Elaine K. Gardner – Baker Avenue \$1,744.02

Motion: Selectman Robertson moves to levy said tax
Second: Selectman Shute
Vote: Yea: 5, Nay 0, Abstained 0, Motion Carries

Intent to Cut Wood or Timber – Christine Haskell & Elaine Gardner – Baker Avenue

Town Administrator Report

On April 10th of this year the Department of Labor State of New Hampshire came in and did a Safety and Health Program inspection. Mr. Harrington received the report and the written response are due back by July 6th. There were a number of items detailed in the report. They went through the G.B. White Building, the Fire Department – both stations, Highway Shed and the Library. Nothing was significant. There were some small items mentioned that all department heads are currently working on and when the final response is ready Mr. Harrington will share it with the Board of Selectmen.

Chairman Barry asked if anyone had any questions for the Town Administrator.

New Business

Parking at the Pleasant Lake Boat Ramp – Selectman Robertson stated that this issue has been brought up every year. Chairman Barry stated that Chuck Reese has submitted a letter regarding this issue and will be at a subsequent Board of Selectmen meeting. Chairman Barry stated that unless someone wanted to say something in this regard. Selectman Robertson stated that from years past we have fielded complaints pretty regularly included from him. The response is that it is Fish and Game's boat ramp and they are primarily the ones that are responsible for policing it. We essentially have one Fish and Game Conservation Officer for this section of Rockingham County and central New Hampshire - Mike Mattson from Northwood. He doesn't necessarily have a lot of time to enforce the parking regulations at the boat ramp. His territory is from the coast to Concord as Selectman Robertson understands.

Chairman Barry asked if CO Mattson was the only one who could enforce it. Selectman Robertson stated that there are other conservation officers around that overlap this area but there is not many of them. He didn't know if we could orchestrate something with our own police department, of which Chairman Barry asked if the town had the authority to do so. Selectman Robertson stated that there has been questions regarding this in the past under different chiefs. He suspects that if they saw some crime being committed in the parking lot they would have the authority to do arrest the people and take authority. Vice Chairman Pitman stated that in reality the problem wasn't at the parking lot during the last heat wave but Gulf Road itself. People were double parking along the road and made travel almost impossible. Vice Chairman Pitman stated that the Board might want to get with CO Mattson after Mr. Reese comes in to work on a permanent solution. Chairman Barry asked the town administrator that when Mr. Reese comes in to please invite the police chief to be at the meeting also. Selectman Robertson also stated that a

lot of that illegal parking is driven by people swimming off the dam and the boat ramp which they are not allowed to do. The state has put up signs but he wondered if there was a way to fence in the dam. Chairman Barry stated that he has seen people there consistently and you tell them that they aren't allowed to swim there and the people tell them they don't care. People actually have their boats/jet skis beached there for the day. Chairman Barry stated that Mr. Reese will be coming in at a later date and that the Board will discuss more then.

Chairman Barry asked if there was any other business. Selectman McGarry stated that on the cistern, we have four 7,500 gallon tanks not one 30,000 gallon tank. He would like to see buoyancy calculations on the tanks to make sure that we don't have a high water table here and if the tanks are all pumped out that we end up having them float. Chief Tibbetts stated that he would get that. Vice Chairman Pitman asked if they were connected. Selectman McGarry stated that yes there is a pipe that connects all four. Chairman Barry asked if there were four actual, separate units piped together. Chief Tibbetts responded yes.

Mr. Young also stated that the tank would be installed on a bed of stone. Selectman McGarry stated that yes the plans are calling for a foot of ¾ inch stone underneath the tanks. Mr. Young he would also install a drain to allow water to drain off so that there wouldn't be water sitting underneath. Selectman McGarry stated that he didn't see anything on the plans that called for a drain to be installed underneath. Mr. Young would put one in any way to eliminate the issue. Selectman McGarry stated that if a drain could be installed out to daylight that this would help eliminate floatation.

Motion: Vice Chairman Pitman moves to go into Non Public sessions under RSA 91-A:3 II (C)

Second: Selectman McGarry

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

Chairman Barry stated that no action was taken in the non-public session.

The matter that was discussed in the non-public session was Mr. Harrington's first six months with the Town and the Board of Selectmen couldn't be happier with his performance.

Chairman Barry asked to get a motion to offer to give Mr. Harrington a week of vacation above the current policy.

Motion: Vice Chairman Pitman moves to approve a week vacation above the current policy

Second: Selectman Robertson

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

Citizen's Comments

None

Motion: Vice Chairman Pitman moves to adjourn

Second: Selectman Robertson

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

Next Meeting: Monday, July 10, 2017, at 5:30 p.m.

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