

TOWN OF DEERFIELD
BOARD OF SELECTMEN
August 7, 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 and Jeff Shute, Selectmen. Selectman Robertson was absent.

Pledge Allegiance to the Flag

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

Regular Business

Mark Young – McCarron Way

McCarron Way is a three phase project of which the first two have been completed. Mr. Young asked Mr. Cole to come in regarding the third phase which Mr. Cole has bought. During the pre-construction meeting Mr. Young noticed that the pavement for the road goes from twenty-two feet to eighteen feet on a nine percent grade. Mr. Young stated that this will not work in this situation. Mr. Cole stated that he would do whatever it takes to make it right but Mr. Young stated that obviously the town will need to pay for the extra hot top. Mr. Young stated that it will only take approximately fifty ton of asphalt (approximately two and a half loads) which is not a whole lot of money. Mr. Young also stated that the money has to come from somewhere to complete this. Mr. Young suggested that impact fee money could be used to pay for this project as it is an improvement to the road (widening). Mr. Young stated that this is his question. Chairman Barry asked if asphalt pricing is \$53.00 a ton to which Mr. Young stated that pricing is from R & D Paving. Mr. Young also stated that if you figured \$73.00 a ton the total cost of this project would be approximately \$6,800.

Selectman McGarry stated the background on the third phase is the Planning Board was looking at reducing the width of the road at this point because of the fewer number of lots at that end of the development. The consultant did not take into considering the grade on the road and the Planning Board did approve an eighteen foot road. Mr. Young appeared before the Planning Board a couple of week prior and stated that he thought that a wider road would be necessary to take into consideration the nine percent grade in that area. Mr. Cole has plans that were approved for an eighteen foot road and consequently that is what Mr. Cole based his purchase of the project. Selectman McGarry stated that the plans for this phase of the project were approved long before Mr. Young became road agent and that in the future it is hoped that this type of situation will not happen again as the planning board has put into place a policy with the new consultant for the planning board, Keech and Nostrom to involve the road agent to look at the plans together.

Vice Chairman asked if a motion was needed. Chairman Barry stated that he thought all was needed was a yes or no from the Board to use the impact fees. Vice Chairman Pitman asked Mr. Cole when he thought he would be at the phase of paving to which he replied by the first of October. It was generally stated that it was not logical to have an eighteen foot road and eleven foot plows trying to maintain the road. Mr. Young stated that it would equal nine foot lanes. Mr. Cole stated that the sub base was already prepped for a twenty two foot road. Vice Chairman Pitman stated that he was grateful that Mr. Young brought it to the Board's attention and what is needed to make this happen. All the Board agreed that impact fees should be used.

Bid Openings:

Heating Oil – Rymes Oil and Propane – fixed price of \$1.89.0 per gallon
This was the only bid for heating oil.

Propane – Rymes Oil and Propane - \$1.39.9 per gallon
This was the only bid for propane

Diesel Fuel – Rymes Oil and Propane – no fixed price per gallon – offer was 25 cents over the price at delivery from Sprague Energy of premium diesel.
This was the only bid for diesel.

Chairman Barry asked Mr. Young if he really needed premium diesel of which Mr. Young asked the question "is that what the town was currently getting"? Chairman Barry stated that it was a good question because if it were indeed "premium" diesel that it would be very expensive and would not be necessary for the town to use. Rymes Oil and Propane gave an example of the pricing offered. On August 1st diesel was \$2.05015 per gallon at Sprague Energy and add 25 cents to that price. The Board stated that the town should get back to Rymes to clarify the diesel pricing and what type of diesel is being offered in the bid.

Motion: Vice Chairman Pitman moves to award the bid for propane at a price of \$1.89.0 and heating oil at a price of \$1.32.9 to Rymes Propane and Heating Oil

Second: Selectman McGarry

Discussion: Selectman Shute asked if the pricing would change should the town go over the amount of gallons that the quote was based on. Most board members stated that they have in the past honored the bid price given.

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

Regular Business:

Review of Outstanding Minutes – July 24, 2017

Motion: Selectman McGarry moves to approve the minutes of July 24, 2017

Second: Selectman Shute

Discussion:

Selectman McGarry had a few minor corrections.

Page 1 – 8 lines up from the bottom strike only as it was already stated in sentence

Second line from bottom of page – change to there are

Last line – insert it before size

Page 5 – Fire Department Drug Policy Update

Line 7 from bottom on that section – replace starting instead of started

4 lines up from the bottom of the section – replace happening with happen

Last page under Citizen's Comments

Mrs. Shigo sentence containing - what if the shingles (insert for the town hall roof)

Vote: Yea: 2, Nay 0, Abstained 2, Motion Carries

Accounts Payable Manifest - \$38,204.17

Motion: Vice Chairman Pitman moves to approve

Second: Selectman McGarry

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

Two Old Center Cemetery deed requests:

Richard and Bonnie Emmon

Kevin McDonald and Jeanne Menard

Motion: Vice Chairman Pitman moves to sell the deeds

Second: Selectman McGarry

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

Letters from the Town Clerk/Tax Collector

Request to Abate - \$18.50 Lien Execution Fee on Tina Steven's property at 15 Sunset Lane as the check got put into the mail slot in the front of the building

Motion: Vice Chairman McGarry moves to refund \$18.50

Second: Selectman Shute

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

Refund \$135.00 to Karen Carpone

Ms. Carpone came into the office to renew her registrations her vehicles on August 8, 2016. Unfortunately the wrong stickers were applied to the plates and further neither car passed state inspection.

Motion: Vice Chairman Pitman moves to approve the refund

Second: Selectman Shute

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

Refund \$204.13 – Patrick J. Cassier

Refund of overpayment of property taxes

Motion: Selectman McGarry moves to grant the refund

Second: Selectman Shute

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

Parks and Recreation Appointment:

The Parks and Recreation Department brought forth two names to fill the empty spots on the committee Nathan Brown and Brian Girard.

Motion: Vice Chairman Pitman moves to appoint Nathan Brown and Brian Girard

Second: Selectman McGarry

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

Proposal from DecTech - \$2,415.00

Proposal is for furnishing and installing carpet tiles in the hallway by the town clerk/tax collector's office as well as the main hallway and out by the handicapped area.

Motion: Vice Chairman Pitman moves to allow the Chairman to sign the proposal for the Town.

Second: Selectman McGarry

Discussion: Mr. Harrington stated that the funding for this project was obtained from other projects that were previously approved but have realigned the scheduling of those projects. Selectman Shute asked if they were the same tiles as in other areas. Mr. Harrington affirmed this.

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

State of NH 457b Retirement Plan for Town Employees

Mr. Harrington asked the Board to review information on the State of NH 457b Retirement Plan for Town Employees – It would allow town employees to contribute to the plan. There has been interest from employees to do so and there would not be any costs associated with this to the town.

Motion: Vice Chairman Pitman moves to offer the State of NH 457b Retirement Plan to town employees

Second: Selectman McGarry

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

Notice of Intent to Cut Wood or Timber – Irene Crushank – 34 Perry Road

Notice of Intent to Cut Wood or Timber – Shirley Hutchins – Currier Road

Notice of Intent to Cut Wood or Timber – Margaret Curry – Bean Hill Road

New Hampshire Electric Cooperative - Appeal

Chairman Barry wanted to make sure everyone was aware that New Hampshire Electric Cooperative has dropped all appeals with Avitar affiliated towns for the years 2013 through 2015.

Town Administrator's Report:

The hallways are currently in disarray due to phase two of carpeting. This affects the town clerk/tax collector and the assessor offices. These offices will be closed from August 7 through the 10th. The town clerk/tax collector should be open on the 11th. For the interim, the Town of Deerfield has worked out an agreement with the towns of Northwood and Epsom should they need to register their cars.

Last phase of carpeting which is the finance office, emergency management and the front foyer will take place the following week. Their offices will be closed on Friday, August 25th and Monday the 28th. Once this is done, the last phase of carpeting will be all the hallways. The only vinyl that will be left will be the meeting room.

Chairman Barry asked Mr., Harrington if the Board had approved the Fire Department Drug Policy of which Mr. Harrington stated no. It was reminded that the Board wanted to wait until there is a full board available to vote on this. Chairman Barry stated that he will wait until all are back to approve.

Unfinished/New/Other Business:

Selectman Shute wanted to remind everyone that Old Home Day was coming up on August 19th.

Citizen's Comments:

Due to a number of non-public sessions, Mrs. Shigo of Cate Road asked if she could be heard before the sessions. Chairman Barry stated that it would be fine.

Mrs. Shigo stated that she had been asked by a number of people regarding the new red electronic sign out in front of the G. B. White Building. She stated she had a couple of questions regarding this.

The first question was if the sign was only temporary as if we were evaluating it or is it already permanent? Mrs. Shigo stated that she had heard both scenarios. Mr. Harrington stated that the sign project was actually started in 2008/2009 as part of a Homeland Security grant. There were several towns around the City of Manchester that received authorization to join the grant. It was part of emergency management announcements and that is the intended purpose for the signs is if there is a weather or other natural disaster or some other kind of Homeland Security event, it was to announce this to the public in the quickest, most efficient way. That was the purpose of the signs. They were just recently fixed so that they could be used.

Mrs. Shigo clarified that the sign is now permanent and that it is no longer under evaluation. She also asked that if it is a grant, is the town paying for the signs. Mr. Harrington stated that no, that a grant that the City of Manchester applied for and surrounding communities were able to join in so Deerfield isn't the only community that has them. Mrs. Shigo then asked if there were an emergency and the electricity went out, would the signs still work. People were also asking about the fact that it was hard to read unless you stopped on the highway or pull in. She stated that it goes by so fast that it was hard to read while driving by. Mr. Harrington stated that the cache 22 with slowing it down is that you won't have a chance to read all of it before you drive by. Mr. Harrington stated that actually the faster it is, the more information a person would get. Mr. Harrington stated as for the generator question, it is a good one. The building does have a generator but Mr. Harrington didn't know if the sign was a part of that system. Mr. Harrington stated that he would look into it.

Mrs. Shigo added that the Town of Candia also got an electronic sign – not a red glaring one but a big one. She didn't know if that type of sign would be considered in the future. Mr. Harrington stated that there were no plans for that type of sign at the moment but if the inquiry came up or the desire to get one was brought forth that it could be entertained.

Parks and Recreation was approached in regards to people parking their boat trailers at Veasey Park and using the kayak launch as a power boat pick up point to pick up passengers. Chairman Barry stated that that can't happen. Selectman Shute suggested people with issues to mail a letter to the Veasey Park Commission and then to the Board of Selectmen. Selectman Shute suggested some signage be put up. Chairman Barry stated that possibly one sign right at the kayak launch. Selectman Shute suggested that maybe a floating sign just before the swim area be considered. Selectman Shute stated that he hoped that the Veasey Park Commission come before the Selectmen to get this issue resolved. Chairman Barry stated that this is what he thought might happen with the installation of the kayak launch as it is dangerous. Also stated was the fact that no one should be parking their trailer in the parking lot unless they are a resident. Selectman Shute stated that the thought that there should not be any trailers being parked in the parking lot. Chairman Barry stated he appreciated the heads up on this issue.

Motion: Vice Chairman made a motion to go into Non-public Session RSA 91-A: 3, II (B) the hiring of any person as a public employee

Second: Selectman Shute

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

Returned to Public Session

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

Motion: Vice Chairman Pitman made a motion to seal the minutes

Second: Selectman McGarry

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

Chairman Barry asked for a motion to go back into non-public session

Motion: Vice Chairman made a motion to go into Non-public Session RSA 91-A:3, II (E) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof.

Second: Selectman Shute
Vote: Yea: 4, Nay 0, Abstained 0, Motion Carries

Returned to Public Session

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

Motion: Selectman Shute made a motion to seal the minutes
Second: Selectman McGarry
Vote: Yea: 4, Nay 0, Abstained 0, Motion Carries

Adjourn

Motion: Vice Chairman Pitman made a motion to seal the minutes
Second: Selectman McGarry
Vote: Yea: 4, Nay 0, Abstained 0, Motion Carries

Next Meeting: Monday, August 21, 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*