

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
September 24, 2018
MINUTES**

Call to Order

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

Present: Richard Pitman, Chairman; Fred McGarry, Jeff Shute and Cindy McHugh, Selectpersons.

Absent: Andrew Robertson, Vice Chairman.

Pledge of Allegiance to the Flag

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

Chairman Pitman welcomed everyone and stated that Selectman Shute would fill the position of Vice Chairman if needed during this meeting.

Elizabeth Kerr – Town property inquiry:

Ms. Kerr stated that she lives at 228 Raymond Road and her business partners were here with her, Erin Kerr and Jennifer Hayes.

She stated that she was seeking advice on two options. One is the purchase of all or a portion of the 55-acre parcel, Lot 424-026-000 that abuts the town's recycling station or two, lease a five-acre portion within the transfer station.

As this is their first time participating in a selectmen's meeting, they were unsure of the processes but they have a handout with information about their new business and hopefully the Board will find it helpful.

Chairman Pitman asked Ms. Kerr if she would give a quick rundown for the video record.

She stated to the Board that they handed out a quick summary. We are Rainbow Bridge Composting. It's a new enterprise that recognizes the emotional environmental issues confronting pet at the time of an animal's passing.

They are a professionally developed and managed business that's looking to have a way to environmentally and appropriately, compost animals.

The summary of who they were is at the top of the handout and then some information regarding who they were is on the bottom.

It's a process that's done frequently out west. It's how a lot of cow farmers take care of their deceased animals. It's becoming an issue here in New England. A lot of towns don't allow burial of animals because it's illegal but people are doing it on the sly and it's just another option.

It's an alternative to cremation which has become very expensive to people and it helps avoid illegal burying which can pollute the ground. When you compost and do it right on the surface, you eliminate polluting the area and you're not disturbing the ground.

Chairman Pitman asked where Ocean Wood Equestrian Center was to which it was answered that it was in Ocean Park, Maine.

Chairman Pitman stated that they didn't have any location in the area right now to which it was answered no.

Chairman Pitman asked if they abutted the property that was being asked about.

Ms. Kerr asked if they were talking about the transfer station property but that they didn't about the 55 acres. There are a few properties between their property and the property in question.

The reason why there were interested in that property is that it abuts the transfer station and they thought that it would complement what's happening next door. It's a piece of land that's not being used for anything and it's just an interest to them. It's one of the top six pieces of land that they are currently looking at. They are looking at land in other places as well but this one was their first pick.

Chairman Pitman asked the Board if anyone else had questions.

Selectman McGarry asked if it was Lot 26 of which they answered yes. He also asked what the frontage was for this lot as it looks like there is not much to which they agreed.

Ms. Kerr stated that if the town was interested in selling all of it or a part of it, they would also ask for an easement, possibly through the transfer station. Another road access that they would take care of to the fifty-five acres because the only part of the fifty-five acres that touches Brown Road is a pretty large pond. The frontage is very small and a culvert would be needed to access the fifty-five acres if they were going to enter from that section.

Selectman McGarry asked if the town owned the property to which they stated that it says the Town of Deerfield online.

Chairman Pitman asked if there were any more questions.

Selectman McGarry stated that he was somewhat familiar with this which is basically whole cow composting.

It was stated that this was one way of doing it. It can also be done for equines and small animals.

Selectman McGarry stated that he was somewhat familiar with that when he was at NHDES, they had a presentation about whole cow composting.

Ms. Kerr stated that Jennifer has already completed a course at the Maine School of Composting. Mark King of MEDES teaches the course and Aaron is going in a few weeks to get his certification.

It's a new way to present how to take care of your, especially horses as it is a tough decision for people as to where to bring their animal, especially on the seacoast as they don't have a lot of options and you have to have pretty deep pockets if you're going to cremate your horse. It's done with decency and they would be picking up the animal and bringing it to their location and doing all the composting.

Selectman McGarry asked if this would end up requiring a lease by the town to which Chairman Pitman stated that he didn't know as this was the first that he had heard of it.

Ms. Kerr stated that she thought that the Board would have to ponder it and think about it. They stated that they had their ideas about it and the Board might come up with a better idea as to how to approach it with them. They stated that they are very new to this. The property just stuck out to them because it is located next to the transfer station already.

There is a composting facility actually working next to the Chester transfer station. They are not doing large animals or any animals at all. They are doing food waste and other waste and maybe they got put there too because it is all next to each other.

Selectman McGarry stated that what would end up happening assuming that the town was able to take and lease this, they would have to go for a site plan review before the Planning Board.

Ms. Kerr stated that they were aware of this. Coming here was step one as it will be up to the Board to decide whether or not you even want to do something with these parcels.

Ms. Kerr also stated that they have a lot more information for the Planning Board if they get to that step.

Selectman McGarry stated that the Department of Agriculture here in this state was also in favor of supporting it.

Ms. Kerr stated that they have met with NHDES and they were very supportive of it and they know that there is a need for it to which Selectman McGarry agreed.

Selectman Shute asked what the property was at this time to which Ms. Kerr stated that it was wooded and that Mr. Pelletier thought that it had been logged in the last couple of years heavily and that it wouldn't be logged again for a very long time. It is almost land locked. The little piece that hits Brown Road is all wet, not impossible to deal with but would probably be very expensive to build a proper entrance to not disturb that ecosystem there.

Selectman McGarry stated that from their standpoint, it would be easier if the town ended up doing a lease on either that or a portion of 27 which is the landfill property.

Chairman Pitman stated that this was enough to start with and they would have to go through it. Selectman McGarry stated that the Board would have to talk to Town Council about procedurally how they would end up doing this. He assumed that something would have to be put on a warrant so that the town's people to vote on.

Ms. Kerr stated that she understood that this isn't going to be easy.

Selectwoman McHugh asked ultimately, what would they like to do regarding the property, would they like to purchase it or would they rather lease it, what would the goal be.

Ms. Kerr stated that they go back and forth with that. There's pros and cons to both. Ideally, the fifty-five acres, she would not like to disturb that ecosystem at the pond area so ideally, the would in the dreaming world, love an easement that goes on the side of the dump that would go to the fifty-five acres.

She stated that she didn't think that they should utilize the entrance to the dump because they are going to be, unless the Board would want it to be that way but they would need access to the gates because they would be operating seven days a week as animals die at any time.

If on a Sunday afternoon they have to go and pick up an animal and bring it, they would either have their own road in with their own gate, which is the easement or they have access to the town's gate and they could go in and out. It's whatever the Board would prefer. They just can't wait for the dump to be open to go in and out.

Selectman Shute asked what the compost material that is used around the animal.

Ms. Kerr stated that the animal wasn't be buried, they are put on a pad of animal bedding mixed with the animal itself and a nitrogen base and then capped over to create a small mountain, nothing bigger than six feet and nothing wider than about ten feet. Materials change sometimes according to the weather or according to how the animal is processing within that pile. It's a recipe.

The idea is to keep it "no smell", to lower any kind of raptors coming in, keep it aesthetically pleasing, be pleasing to the town as well. The animal itself usually can break down between eight and twelve weeks if done well and then that material can be reabsorbed and used and cured and things like that.

Selectman McGarry asked if they have had any experience with having an air grid system underneath and feeding air through? He knew that they do that in some composting operations for wastewater sludge.

Ms. Kerr stated that she, personally hasn't had any experience with it, it was brought up in their class and talked heavily about it. The pricing behind that would be astronomical on their end setting up that kind of thing.

Processing it the way that it's structured in the handout, they can successfully get it done. Those options are viable to the one you just described but right now that's kind of out of their wheelhouse.

Selectman McGarry stated he assumed that it would speed up the process.

Ms. Kerr stated that it can but as soon as you start adding factors like this, you're going to increase some risks on other ends if it doesn't work out well.

The process described, they know it works, it was what they were taught and certified in as well.

Chairman Pitman thanked them for the update.

Ms. Kerr thanked the Board for listening to them and asked what was the next step to which Chairman Pitman stated that the Board would get back to them.

Chairman Pitman stated that they needed to talk to the member that was missing from this meeting to discuss this before they could get back to Ms. Kerr.

Budget Presentations:

Parks and Rec – Page 68

It was stated that the budget for Parks and Recs is in at \$69,775.00 for 2019

The only adjustment is from last year for the COLA raises.

Selectman Shute asked Nick to explain the full-time employee line which is Nick's pay and half of the assistant's to which Nick agreed was correct.

Government Buildings – Page 20

Mr. Ellis put forward the proposals for government buildings (GWB and Town Hall)

Notables that will be seen right off is, of course, that electricity has gone up 19% so that was shown as well as oil prices have gone up.

Selectman McGarry stated that there was \$5,000.00 increase for repairs and maintenance.

Mr. Ellis stated that there was \$5,000.00 for the library maintenance to which Selectman McGarry asked what would be happening at the library.

Mr. Ellis stated, that to his understanding, and he hasn't been totally brought up to date as far as the library's trustees, at one point, they were going to take it over and do the maintenance themselves and now they have decided that want Mr. Ellis to do it for one more year and see what happens.

Mr. Ellis continued that he went back on his research to see what had been spent in the past and came up with \$5,000.00. He thought that this was a starting point.

Chairman Pitman asked if he had any projects ready that he knew of other than the \$5,000.00?

Mr. Ellis stated that the library wanted to replace the lights so his question to them was that something that they had put aside to have them repaired or if it's something that is going to happen down the line out of this \$5,000.00 so he knew that was happening.

Mr. Ellis also stated that he had just done some carpet repairs that was on last year's budget money and so far, these are the only projects that he knows of at this time for government buildings.

Selectman McGarry stated that the budget shows a big increase from mileage and it looks like mileage hasn't been charged in the past.

Mr. Ellis stated that this was correct because he wasn't in this position before. He continued that he doesn't have a town vehicle, he uses his vehicle for everything.

Mr. Harrington stated that this line was put into the original proposed 2018 budget. When the budget did not pass, this is comparing 2017 with which they are working with now and mileage was not utilized because the former maintenance person had another vehicle to use.

Mr. Ellis stated that the telephone budget went down because the town is doing a stipend instead of buying him a phone.

Selectman McGarry stated that it looks that the trash part has increased and wanted to know if this is due to the increased rates.

Mr. Ellis stated that Waste Management has been going up and he stated he talked with Mr. Harrington and looked into the contract and right now the town is still in a contract with Waste Management.

He is hoping at some point when the contract ends, the town can look elsewhere because he thinks he can do a lot better than what it is currently. A matter of fact, he has already called a couple of people and both of them were cheaper than Waste Management.

We are locking into the contract and it is a 90-day notice and then you have to go through the two-week window to get out. You have to give them a 90-day notice to the two-week window to get out of the contract. It's not an easy contract to get out of and I recommend that we don't get back into a contract like this because it is very difficult. It automatically renews itself.

Selectman Shute stated that if the lights are done at the library, when are you looking at doing that. There's a program through the electrical company to which Mr. Ellis stated that this is what they would try to do. He stated that he knew that the library budget was last on the list.

Chairman Pitman asked about the GBW building budget.

GBW – Page 21

One of the items that wasn't included and Mr. Ellis stated that he needed the Board's recommendations on it is the roof over where we are now and the hallway. These two middle sections have been leaking for quite some time. He is had Therrien Roof come in quite a few times and patch it to not avail. It still leaks.

They looked into it and the roof line is over sixteen years old and at fifteen years, the warranty was up so there is no warranty.

Mr. Ellis state that he got one quote really quick just so we would have a ballpark idea from Therrien and the quote was \$57,560.00. He didn't know if the Board wanted to put that into the budget or if you wanted to put it out as a warrant.

Chairman Pitman stated that it needs to be done to which Mr. Ellis agreed.

Mr. Ellis stated that if you look around the building, you will see trash cans all around which are for the leaks. He has a bunch of ceiling tiles that he needs to replace. He noted that he replaced the one in the meeting room and it has already turned and it is the same all over the building.

If you go upstairs and look out the window, you will notice quite a few patches and they just can't find what is making it leak. The company thinks that the structure itself is starting to break down in the rubber so he thinks the town's option is to get a new roof.

Chairman Pitman stated to leave the new roof in the budget.

Board members stated that it would need to be added into the budget. Put it into the budget and they will see what the Budget Committee says.

The other problem that is at the GBW is the first roof that is here where the office is up above, that one drains to a drainage pipe on the side of the building here and it goes down and goes across the parking lot. That one he stated he is had Mark Young look at it and they believe that it may be crushed. It's not working anymore and the water pumps out of the sump and it comes back.

Mr. Ellis stated that he ended up putting a pipe out the front window, put a second sump pump in to take care of the water because it keeps flooding the building inside. At some point in time, the town will have to do something with that out there. He asked Mark Young if he could give him a price but he has been busy with Gulf Road but said that he would at some point in time. He also wanted to mentioned that it is something that should be done. He would like to redirect it because right now the pipe goes diagonal all the way across this whole parking lot towards the pump house and he would propose that they go straight across into the ditch line, put some rip-rap and let it naturally flow that way. It would also make it easier to fix if anything happened as it would be a shorter distance and less money.

Selectman Shute stated that the budget includes sealcoating and striping the parking lot.

Mr. Ellis stated that it was in the 2018 budget but didn't get passed so he put it back in the budget. The parking lot needs to be sealed and if you look down going towards Parks and Rec, that side walkway, he had cold patched it twice to make it safe for the kids to go down through but its just cold patch, it's going to come right back out and it's all cracked and spider cracked all the way down through there and it would be nice to get that repaved correctly for the safety of the children.

Town Hall – Page 22

Chairman Pitman wanted to know if the two sides of painting were in his budget. Mr. Ellis stated that it had been in last year's budget but the 2018 budget didn't get passed. When he was talking to Mark Tibbetts, he stated he said that they like to paint at least one side a year so that it could be kept up on as it is rather pricey and if one is done every year, it is easier to keep up.

Nothing that passed last year was put back in this year because now we are two years behind.

Chairman Pitman remarked that it is ridiculous that the town pays \$7,200.00 a year for a dumpster to which Mr. Ellis agreed.

Mr. Ellis stated that as soon as he found that out, he started immediately looking at other providers. He thought that it was ridiculous himself. It's gone up to where we can't control it anymore, it just keeps going up.

Chairman Pitman stated that that price is just for that dumpster that sits out back to which Mr. Ellis stated that there are two dumpsters at the GBW and one at the town hall.

Chairman Pitman stated that there are more than just the GBW to which Mr. Ellis stated that there are three all together.

Mr. Ellis explained that the dumpsters are billed separately.

Mr. Harrington stated that there is a bill for the two dumpsters at the GBW and the town hall is billed separately. That just shows the town hall in the budget.

Selectman McGarry remarked that it was \$600.00 a month. He also asked how many times do they dump a month.

Mr. Ellis stated that he contacted Casella and Pinard. We currently have Pinard down at Veasey Park so we currently have a contract with them and they can do it a lot cheaper but the problem is that we can't get out of our contract with Waste Management. He thought that it would be June before they could do so and Mr. Harrington confirmed.

Animal Control – Page 62

Chief Duquette stated that the budget for Animal Control is the exact same as last year.

Highway Safety – Page 41

That line was zeroed out two years ago and is remaining the same.

Police – Page 30

The proposed 2019 budget represents an increase of \$48,000.00 which equates roughly to 6.5%.

The main reason for the increase is attributable to the wage scale that this Board approved last October for the police officers so obviously that affects the full-time employee line, part-time employees, overtime, clerical and it also impacts the median rate overtime rate, shift differential and holiday pay. That's really the biggest chunk of the budget increase.

The Chief also stated that he added \$6,250.00 into the uniform line as he has some ballistic vests for the officers that have gone past expiration dates and need to replace those.

The only other thing that he did was added money to the legal line like he did last year because that basically pays for their advertising for employment. There is only \$200.00 for employment advertising.

\$72.00 was added for software for support video back up for the in-car cameras which is only \$72.00 a year and he added a little more to the cruiser line as those things get more expensive every year just to bring it into line of the actual cost which was \$2,000.00

Other than that, everything else is the same as it was last year.

Chairman Pitman asked if it really costs \$1,000.00 to move the lights to which Chief Duquette stated that it was pretty close.

Chairman Pitman asked if the town was replacing models with the same models so that everything all works.

Chief Duquette stated that for the equipment part of it, yes, he's been changing things out regarding old light bars, consoles and things like that and when they get the new cars, he's been turning that equipment out which lasts for quite a few years. The next time that the cars are replaced, he should be able to draw up because he can still reuse the same equipment.

Regular Business:

Review of Outstanding Minutes of 9/17/2018

Motion: Selectman McGarry moves to approve the minutes

Second: Selectwoman McHugh

Discussion:

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

Payroll Manifest - \$54,166.34 (gross), \$42,164.70 (net)

Motion: Selectman McGarry moves to approve the payroll manifest

Second: Selectman Shute

Discussion:

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

Accounts Payable Manifest - \$567,903.43 (\$500,000.00 for the school)

Motion: Selectman Shute moves to approve the accounts payable manifest

Second: Selectwoman McHugh

Discussion:

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

Chairman Pitman stated that the Board had a letter to sign to grant the Lazy Lion permission to hold a fundraising tournament for the Deerfield Community School eighth grade class trip.

Motion: Selectman Shute moves to approve signing the letter granting the Lazy Lion permission to hold a fundraising tournament for the 8th grade class trip.

Second: Selectman McGarry

Discussion:

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

It was asked when the fundraising even would be occurring. Mr. Harrington stated that the letter indicated that it is a fundraising cornhole event and they're roping off the parking lot which is why they wanted to notify us. The state Liquor Commission requires an approval from the Board of Selectmen. Both fire and police departments also know about it as well.

Chairman Pitman stated that there was a letter to sign accepting the letter of resignation of Dave Durant from the Planning Board.

Current Use Land Tax Change - \$9,000.00 – Amanda Poole – 123 Mast Road, Lee, NH, Map 419, Lot 9501, 3.09 acres on Middle Road

Motion: Selectman McGarry moves to collect the Land Use Change Tax

Second: Selectman Shute

Discussion:

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

Chairman Pitman asked all if they read the seasonal document and it was suggested that the Chairman read the letter for the record.

“The Town of Deerfield agrees to allow the owner of property located at the Gulf Road access to install a seasonal pier dock on frontage across on the property on Gulf Road on Pleasant Lake within the town frontage between the property lines as extended from the land would pass over the water body to install the dock structure not to exceed “X” amount of feet and width and length which DES will decide.

The Town of Deerfield retains the right to revoke permission if safety or other issues become a concern.”

There is a place for the Board to sign as well as the landowner.

Chairman Pitman asked Mr. Harrington if the landowner needs to sign the document before the Board to which Mr. Harrington stated that they did.

Mr. Harrington stated that once the Board approves these two documents, the Board could give Mr. Harrington instructions to connect with the people that are interested in getting this.

Chairman Pitman stated that he didn't really want to sign it until the landowner signs it and Mr. Harrington stated that he is looking for approval of the documents to move forward with.

Motion: Selectman McGarry moves to approve the seasonal dock permission and seasonal dock agreement

Second: Selectman Shute

Discussion: Mr. Harrington stated that there are two documents. One is the document needed for the DES and then the second is a seasonal dock agreement would be between the landowner and the town.

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

Selectman Shute asked if these agreements were just for the people that came in or is everybody on the Gulf Road going to get this?

Mr. Harrington stated that there are only six properties on Gulf Road that are affected by having the strip of land owned by the town on the lakefront itself. These folks own land on the northern side of Gulf Road so they don't actually have frontage but lake access so it only affects those six properties.

Selectman Shute asked if the town was going to wait for people to come in asking for this or is this going to be sent out to them so they are all covered.

Mr. Harrington stated that he thought that the best approach would be to send a letter to all the property owners because even though we haven't heard from every property, there are those that already have docks in the water and not just the tow landowners that have approached the town.

Selectman Shute stated that he thought that it would be bet to send it to all and Mr. Harrington stated that this would be his recommendation also.

Town Administrator's Report

Mr. Harrington stated that this was one of the items that he had and the second item was that you'll see a non-public session that he's scheduled for this evening that he needs to speak to the Board about.

There was also a misprint on the agenda. The non-public session states that we are going into non-public session under (b) and it should read (l).

Motion: Selectman McGarry moves to go into non-public session under RSA 91-A:3, II (I) - Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

Second: Selectman Shute

Discussion:

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

Motion: Selectman McGarry moves to seal the minutes of the non-public session

Second: Selectman Shute

Discussion:

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

Motion: Selectman McGarry moves to propose agreement with George Sansoucy to represent the Town of Deerfield regarding PSNH for the 2019

Second: Selectman Shute

Discussion: Mr. Harrington stated that he would be representing the town in the abatement appeal by PSNH for the rest of 2018 and 2019 before the DTLA. He thought that they had appealed to the Supreme Court as well.

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

Unfinished/New/Other Business:

Selectman Shute stated that he got correspondence from the Lottery Commission. He asked if anybody in Deerfield has approached anybody to bring in Keno and does the Board know.

Chairman Pitman stated that he hasn't had anyone.

Some one from the audience asked what Selectman Shute was talking about and he explained that he got a letter from the Lottery Commission explaining how much money is raised in the state for Keno revenue and the cities and towns that have Keno now and he was just wondering if anybody in Deerfield has asked to have Keno in their establishments.

(Comments from the audience inaudible)

Citizen's Comments:

Harriet Cady – Old Centre Road

In regards to the first people that appeared to ask about the 55 acres, she had a question. Did the town vote to put all the town lands into a conservation easement and wouldn't this be a part of it.

Chairman Pitman stated that they would have to look it up as he wasn't sure.

Ms. Cady stated that it would take some work but she was pretty sure that there was a warrant article a few years back that all the towns lands went into a conservation easement which wouldn't allow the town to use it.

Her other question was on the Supervisors of the Checklist budget for just the two deliberative sessions and the one Town Meeting, which that's all the elections there are next year, would seem quite a bit more than it should be.

Chairman Pitman asked if Ms. Cady had anything else to which she didn't.

Motion: Selectman Shute moves to adjourn at 6:29 p.m.

Second: Selectman McGarry

Discussion:

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

Next Meeting: Monday, October 1, 2018 at 5:30 pm

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