

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
October 22, 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 McHugh, Selectpersons.

Pledge of Allegiance to the Flag

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

Budget Presentation:

Library – Page 71

Mel had given the Board copies of the backup.

The speaker for the library stated that he didn't know how far the Board was on this but he's actually replacing the currently donut-hole non-existing library director. He stated that they have a new director that the Board may know about that is starting next Monday.

The director that they had for last year unfortunately had a family incident where both of her parents are very ill and they live in Florida so she had to resign her position and gave them one month to come up with a new director and they succeeded almost.

Karen left them on October 5th which was her last day and the new director will start next Monday. Her name is Candice Yost and he believed that she comes from the Dover area. She will get her orientation next Monday.

All they had left, was that they also lost the children's librarian who was part-time, in the same process. She up and got married and that sort of thing. So, we lost two of their three employees.

With valor, they recognize Annie Venerbeck, who was part-time, all the time and she could not work all the days and run the library on her own during this interim so they had to work around her schedule and close the library on certain days.

The library was closed today and it will be tomorrow as well. Wednesday through Friday it will be open. Those are her regular hours. They are closed tomorrow and Saturday and following next week on Monday when Candace comes, they are going to do some orientation with her and decided it would be best to keep the library closed for that one day so that she could have the building to herself and get oriented. They will be open for business a week from tomorrow.

The budget that the Board sees was the budget that was presented and last put together by Karen. As you can see on one of the pages, they put on the bottom, prepared by Karen Howell and the Library Board of Trustees as of October 5th.

They have been flying blind but they are feeling better now that they have somebody ready to go into place.

It was asked if the Board wanted a few moments to peruse it or if you have any questions off the top of their heads, Linda is her as their treasurer who can answer any of those questions for the Board.

Vice Chairman Robertson stated that it looks like the budget it up about \$20,000.00 from last year and he was assuming that this is primarily the jump from part-time on the assistant director to full-time.

It was stated that yes, that is the bulk of it but there was some question in there on the changes for the alarm system work that was received from Mr. Harrington as well.

It was stated that the speaker had a question for Mr. Harrington regarding how it came to him. On the top he stated was written a figure that was said to be a maximum as to the cost of doing the work.

Mr. Harrington stated that he didn't write it but the maintenance supervisor, Ray Ellis, had. Mr. Ellis was working in conjunction with R.B. Lewis and the way that he budgeted out each of the buildings, including the library, was a "not-to-exceed" figure. It's hard to know what they're going to encounter once they get in there and start doing the work.

The speaker asked if he had read it correctly as \$11,000.00 to which Mr. Harrington stated "yes".

Karen asked where that would go in their budget. She continued that they had met with A. Robertson and talked about the possibility of having to do a warrant article but for \$11,000.00 it probably isn't worth doing. Was the Board expecting a warrant article for this or to add it to the budget?

Vice Chairman Robertson stated that he hadn't given it much thought as to whether it to add it to the budget but in his mind, he thought that they would add an expense like that to the budget for a clear building utility.

It was asked if it would come under safety compliance to which it there is a line for that.

Mr. Harrington stated that it could and Vice Chairman Robertson stated that equipment maintenance would be another.

Mr. Harrington added that he believed that the Board has a full packet of every government with the finding from R.B. Lewis and a letter from the fire chief. The plan is that the fire chief will work with him and the building supervisor to provide a prioritized list for the Board of Selectmen.

The price right now for doing all of the buildings is a bit much and they may have to take it in stages and he believed that the way they were looking at this is to prioritize the things that should be done immediately versus everything all at once.

Mr. Harrington stated that the list of items was more of a recommendation at this stage to get the buildings to code to what the standards are right now.

The representative from the library stated that since the library is in the historical district, it has to be treated a little differently than a normal building would be so it looks like they would choose the things that will fit into that mode.

The other item to note was that on the library assistant hours were boosted up to 40 hours a week which was mentioned by the Board earlier. There are a couple of reasons for that to keep in mind.

There are two things that came to mind and that they have found out over the years is that having a really good part-time children's librarian which the library assistant does, doesn't keep them on the job because it's part-time and if they want to have someone, they want to hold onto, they decided it would be best to have a full-time position for that. They could have to directors as was stated, like an assistant director that could help them as well.

Since the patronage of the library has been up over the year, Karen said that she did her own figures and realized since she went on the job until the time she quit, there's been over a 20% increase in the traffic at the library. So, having two people there most of the time, as much as possible, is a plus for them to handle that extra visitation.

There is also a safety issue. They are a little uncomfortable when there are times when there is only one person in the entire building handling two floors. It's better if there's a backup person there should something occur to which the Board agreed.

Chairman Pitman stated that Vice Chairman Robertson could bring this to the budget committee and Karen added that they could then advise them how to handle the fire protection items.

Vice Chairman Robertson stated that he is assuming that the Budget Committee would also like to talk to the representatives from the Library. There hasn't been a schedule made yet or list of department heads that they would like to talk to and he added that he didn't see any difficulty with the increase in the budget.

The library has always enjoyed strong support from the and he thought their rationale is completely justifiable and understandable.

Karen stated that the only other questions she has was regarding their budget. They obviously had a couple question marks and that was whether or not they would be able to get an hour a week of IT support and town maintenance support like on an emergency basis from the current town employees or should they be budgeting for that if they have to call people for those emergencies.

Vice Chairman Robertson stated that absolutely, if they can get some numbers to include in your budget to come back on the building maintenance director, he knew that the building maintenance director is a little bit strapped for what he can actually do but you will find that you will have an extremely difficult time trying to hire someone to do one to three hours-worth of work a week, that sort of thing. He thought the only logical solution is for the library to piggyback with the building maintenance director and the IT director.

Karen stated that they did include it in their budget so that the Board could add it to the Library budget but weren't sure what their rates were so they couldn't add it.

Vice Chairman Robertson stated that he thought that he would get back to the Library with those rates and never did.

Karen stated that it was okay, it wouldn't have mattered because Carolyn was the one that has access to these numbers.

Highway Department – Pages 41 – 51

Mark Young stated that his budget is pretty much unchanged except for a few items that Mr. Harrington pointed out which were gasoline, diesel and electric.

Vice Chairman Robertson stated that he knew that it is always of interest to the budget committee and the community members at large as far as road reconstruction, what was he looking at this year?

Mr. Young stated that they are going to do a section of Middle Road starting at McCarron Way and see if they could get at least to, depending on the price of hot top, at least get to Range Road, if not all the way to Birch Road if they could especially by Sanborn's as he didn't think it has ever been touched.

Selectman McGarry stated that the section of Middle Road needs it.

Mr. Young stated that he would try to make it like Cotton Road and Chairman Pitman stated that they did a good job on Gulf Road to which Mr. Young agreed.

He stated that it was a tough one.

Vice Chairman Robertson stated, as far as the dump truck, he knew that they had had problems with trucks this year to which Mr. Young stated that it was still in the shop.

Vice Chairman Robertson asked if there were any budgetary plans to improve the thing if the part is available or replace a truck?

Mr. Young stated that what he was going to do was do a warrant article to restore the 1994 to include a new dump body, have some frame work done to it. It is a really good truck with only 134,000 miles.

The 2010 has been at Liberty for 14 weeks and it's one of those electronic things. It went in for an antifreeze leak and now it won't run right. They brought it back three times and he won't even tell the Board what they are up to as far as numbers go. They might own it for the bill.

Town Meeting/Election – Page 6

The proposed budget for meetings for 2019 is \$261.00 less than the default budget. The main change is because there is only one election next year and one deliberative session.

Mr. Harrington asked Ms. Roberts if she had made the additional changes because that is not what he had in his budget for meetings.

Mr. Harrington stated that he had a budget of \$9,004.00 and Ms. Roberts stated that her budget was \$8,828.00 and she stated that she would get Mr. Harrington the changes.

The figures that were changed because of the amount of elections so 2020 will see a bigger election budget because there will be a lot more elections.

Veasey Park – Page 69

Mr. McCoy stated that he did make a change to the budget that he had submitted to Mr. Harrington and he learned how to make a bar graph, so he wanted to share that with the Board.

(Mr. McCoy handed out paperwork to the Board)

Again, this year's focus in the budget is on staff. They had a lot of the same challenges that they've had in years past with not getting enough applicants and a lot of the applicants that they did have for this year, ended up procuring employment elsewhere.

The main focus of next year's budget would be some pay increases. Right now, we have a guard schedule that they're \$10.00 an hour and they would like to increase that to \$12.00 an hour and an increase from \$12.00 to \$15.00 an hour for their WSI. He felt it this would make it a bit more attractive to some of their applicants.

A couple talking points. When the park is staffed, they must have no less than two employees on duty from 10:00 am to 6:00 pm. And they have talked about the safety issues associated with that and during peak times, it's preferred to add additional guards to handle some of the excess patronage. They try to maintain a 12 to 1 swimmer to guard ratio but it's quite often that they have numbers from 40 to 60 somewhat people in the water at any given time.

Typically, what they will do is they'll combat that by just limiting the amount of people that can be in the water at a time which can be kind of difficult on those 95-degree days.

During swim lessons too, they need to have an additional guard sometimes to assist with the swim lessons or otherwise be on the beach and another set of eyes.

They ran swim lessons this year and they had excellent enrollment. They are planning on hopefully having at least three sessions next year.

In an effort to expand access to swim instruction and present their WSI with manageable course schedule, they would like to maintain two WSI on the payroll which means an additional reimbursement for the certification course which is reflected as an increase in the reimbursement line. They have asked for another \$800.00 in reimbursements.

For the park attendant, they have taken their records and they have done some research and they would recommend at this time, it's more than a good idea to have a park attendant done there. The bar graph will actually show you that they issued more resident parking permits than they ever have in the past.

The park guard was only on duty for 147 hours this season and they managed to issue 133 permits and 55 visitor passes while their parking notices, which are just a reminder to folks to get their sticker, those dropped from 91 to 31 this year.

That proves it out that it took a lot of stress off of the lifeguards. He didn't have to issue nearly as many passes as he normally does so it took a bit of stress off of him.

He continued that they also used that general employee this year to do some of the general maintenance such as some of the upkeep of the planting beds and the cleaning of the bathrooms and supply house and things like that so they feel like it has worked out very well this year.

What they are looking to do is to budget for 16 hours a week, the full 11 weeks doing four shifts at \$11.00 an hour so it's an increase of \$1,936.00 which is a minimal increase.

The big one is the pay raises. They have their guards right now at \$11.00 an hour and \$15.00 for the swim instructor which is what was paid this year and when they look at their budget, they used 62% of their part-time employee budget this year and they were open just over a third of the available days that they could have been opened.

What they did on those days, and it was very appreciated by the patrons, they tried to maintain three guards whenever possible if the numbers permitted it. He didn't let three guards sit there if there is nothing going on but it allowed them to schedule those guards every week, three on and it seemed to work out very well.

They are looking for that extra \$5,332.00 just to ensure that they can hire as many guards as they need.

Also, in there, you can see he wrote about their scheduling issues when they hire these young kids, there's a lot of things to schedule around. That was another concern of theirs.

Additionally, they have asked for another \$300.00 for swimsuits and clothing just to accommodate the other additional employees.

Finally, the emergency tree service. They spent some money down there this year taking care of trees that had fallen. There are a lot more trees that are ready to fall. They would like to put the \$1,500.00 in there just so that they can start off next year, if they get into the park and they see that there is a bunch of trees down, there would be enough to offset. He thought that it wouldn't take care of all of it but would offset some of that cost that this year came out of their repair and maintenance budget.

Chairman Pitman asked if they could wait till spring which Mr. McCoy stated, "not for all of them".

He stated that there are some immediate issues that he got a chance to quickly assess but it was asked by Chairman Pitman if they had left-over money from this year to which Mr. McCoy stated yes.

Chairman Pitman stated that they needed to get on it as he saw some pictures from the neighbor.

Mr. McCoy stated that there are trees up and down the property line that he knows hasn't been forested. He didn't believe that it has ever been forested and it's time that they start looking at this.

Mr. McCoy stated that he has also attached in there a letter from the county forester that he met with and his assessment is that it's a nice, wooded lot. It is overgrown. The red pine are an immediate issue and they identified a lot of trees that are considered to be very dangerous.

At this point, it needs to be decided whether or not they are going to have to do a full forestry project of if they are going in there and picking out trees. The forester's recommendation was to speak with the Conservation Commission and see what other projects in town the direction they have gone and figure out where they are going to go from there.

The emergency tree line is just for next spring. This spring we had several trees down on the kayak path that we were able to remove themselves so that saved them at least a couple of thousand but then there are ones that come down that they can't deal with. It definitely cost a lot more to have someone come in to remove dangerous standing trees or ones that have come down already.

Mr. McCoy stated he thought that is where they are at. He feels that the pay increases are very important for the guards. They do a great job down there. They had a good crew this year. They were very young and he wants to keep them coming back and it's hard to keep them coming back at \$10.00 an hour. It doesn't tend to happen. The guards from last year pursued other options. It can be a pretty stressful job. He stated that a lot of people look at it as the kids sitting there on the chair all day getting sun but there is a lot to it. He added that he thought it was warranted. It is actually comparable to what other places pay as far as like Candia Springs and some other locations.

Selectman McGarry asked Mr. McCoy how many times did they have to call the police department with regard to people not supposed to be there to which Mr. McCoy stated that they had zero.

Selectman McGarry asked if the attendant scared them away to which Mr. McCoy stated yes. It was funny because once at the beginning of the season when they didn't have one on-duty, they had a lot of out-of-state traffic but once she was on for a week or two, it was like the word got around.

Mr. McCoy stated that they are still fighting with the boat launch. He didn't know why they can't seem to get along but they send people over to the park to park. The kayak path has created a nice, quick route for people to park the family vehicle at Veasey and they sneak down the kayak path and jump on a boat so having that person in the parking lot saying that they can't park there and leaving those spots open for residents has been good this year.

Mr. McCoy stated that he was really surprised with the numbers as he didn't think that they were going to be that high.

Vice Chairman Robertson stated that it is great information to take back to the budget committee.

Select woman McHugh asked Mr. McCoy if he was talking away some hours from the life guards. He stated that they very rarely work the 32 hours and to have any of them at 40 hours is highly unlikely. He didn't think that they had hired anyone that has worked 40 hours for a while.

By keeping them at 32 hours, he could actually hire five life guards and be able to space them out throughout the week instead of trying to hire weekend guards.

Typically, they work right around 32 hours. None of them want to work more than that, especially that age group.

Revisit IT Budget – Page 8

Mr. Harrington stated that everyone had information that he emailed everyone and also in their packets as hard copies.

In the email that Steve Jamele sent out, the purpose of this is that our current webpage will no longer be supported as of April of 2019 and the company that they are currently working with and have been working with for some time is giving the town two options to choose but it will mean rebuilding a website.

Chairman Pitman asked if there is a figure that can be brought forward,

Mr. Harrington stated that if they pick one of their design templates and not specializing it, it's \$3,000.00 and if they choose a custom design, the price is \$4,500.00.

Mr. Harrington believed that the Board had examples of the four templates that he gave them to look at.

Chairman Pitman asked if someone could recommend maybe getting by with the \$3,000.00 to which Mr. Harrington stated that he thought that they could get by with the \$3,000.00 one. It's just the layout that the Board would prefer.

Select woman McHugh asked if the information that she had in front of her were the four design templates to which Mr. Harrington stated yes.

He continued that they would include some type of pictures, whether you want a full picture at the top or pictures that are buried behind graphics or the whole page can be a picture. They are all different setups but they all convey the same kind of information. It's just the way it looks.

Chairman Pitman asked if they were safe having Vice Chairman Robertson go to the budget committee with \$3,000.00 to which Mr. Harrington answered, he believed so.

Vice Chairman Robertson stated for the record, he liked "C".

Mr. Harrington asked if there was a consensus of which one Steve could look it between A, B, C or D?

Motion: Selectman McGarry moves to go with "C" option.

Second: Vice Chairman Robertson

Discussion: Vice Chairman Robertson stated that he would note that it is also "3".

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

Mr. Harrington stated that he would keep the Board updated as it progresses.

Chief Fisher – F/R Trailer Contents

So, a couple of Saturdays ago they had their little work detail at the station going through some of the stuff in the hose tower and the storage unit, if you will, out back.

He stated that he sent along some photos that he had taken of different items that came out of the hose tower and went into the storage unit and reorganized some things like basically surplus.

Some of the things, we would probably keep two or three of them but he didn't think they needed the quantity that they had. He thought that Mr. Harrington shared the pictures that they took and the list of things.

The wooden extension ladder, if that's out of service, he would recommend that to be surplus. The large quantity of forestry tools that they have, miscellaneous shovels and stuff, he thought that they could safely cut that supply by half as they don't have the room for it. He felt that both forestry trucks that they have, have a quantity of tools on them, never mind every mutual aid piece that you get comes with more tools.

Vice Chairman Robertson stated that some of the tools appeared to be 40-50 years old and Chairman Pitman stated that they couldn't get to them in that box anyway.

Chief Fisher stated that in the current state of things, no you couldn't even if they needed them. He was talking with Mark out back for a little bit. There's a couple of things that he might be interested in such as some miscellaneous pumps, a hose reel, that sort of thing. He thought that there's some things from when he and Mark were talking, that came off of the water truck that he has now which used to be one of the fire department trucks that he might want to put back on for wetting down the road.

The items are all numbered. There are some outdated, older generators, a couple of old pumps that came off the trucks that we no longer have and miscellaneous fittings.

While they were cleaning out the hose tower, they found at least 3 or 4 extension cords that they could probably keep. Some old extension cords, he didn't think there's any value there beside maybe the weight in copper. He stated that they bring stuff to Hardings from work and it really doesn't pay a whole lot.

There is probably some stuff they could dispose of such as some Indian tanks. There's probably a dozen of those. For historic value, it would be nice for them to keep two or three but that might be something someone in town might want a couple of them for value. There are also brass parts and pieces to those tanks.

Number nine, there is probably four or five, he's guessing they probably came from the National Guard for carrying people in. He stated that he was guessing that was a "George" vintage thing that he was able to get from the Guard but not anything that they would use. They are actually moving away from back boards so he stated it was stuff that they just don't use.

There is also a tank that came off the forestry pickup from two pickups ago that use to bounce between the police department and the fire department, the old GMC military truck. He stated that Mark might be interested in that. He was going to think about it.

There is plenty of three-inch hose. Some of the stuff that was in the storage unit had the ends cut off and he believed the ends were probably salvaged for some sort of value so now there is at least 400 feet of hose with no ends on it that can go on people's docks or whatever. He stated that he has used it in the past at work protecting things that he chained down.

Chairman Pitman asked how many gallons the poly water tank was and Chief Fisher replied that he didn't know but he guessed it was probably 150 to 175 gallons. He couldn't imagine that it was much more than that.

A big-ticket item, Number 13, he believed are the old garage doors that came off of South Station. He thought that would be the most useful thing to somebody or the town for missing garage doors somewhere. He stated that the fire department was not and those wouldn't fit either station.

Chairman Pitman asked if those were replaced because of the insulation value to which Chief Fisher stated that he thought that those were replaced because both doors were raised before they got Engine 4. There were some concerns with Engine 4 fitting in that station or modern apparatus

Vice Chairman Robertson agreed with Chief Fisher.

Chairman Pitman stated that if everything was with the doors and somebody had a shop or something and Chief Fisher added that they might work great for someone that hasn't built yet.

Chief Fisher stated that if the shop was built and unless they were lucky, the doors probably wouldn't fit anyway.

Other items were incandescent flashlights, drawers of old miscellaneous metal ball valves and stuff like that which doesn't go with anything that he has. There is also a nice, vintage ice auger. The trucks have chain saws now for cutting holes in the ice to draft out of. He didn't know that the department had it when it was found out back. He stated that it hasn't been used since he was on the department so somebody could most likely put it to good use. Just sitting out back in the storage box really hasn't done anything.

He continued that he didn't know how much of the stuff needed to be aired out. There is a little trailer full of actual trash and stuff that needs to get down to the transfer station like the old light bar that came off of the water truck that the highway department has now. There is just stuff that the department doesn't have a need for anymore or a use for or room for.

Chief Fisher stated that the department did hose testing last week and there was about 2,000 feet of 3" hose that they have had for years and per NFPA, anything older than 1987 shouldn't or can't be tested. There is about 2,000 feet on the rack that hasn't been really tested since 2011. That code changed in 2012. He checked with a couple of area chief's and that's kind of the thing they go by is if the testing company won't test it, you don't use it and the department transitioned from 3" hose to 4" hose a number of years ago.

He stated that they could cut the ends off and maybe try salvage whatever weight is in that but that kind of defeats the purpose of a farmer or anyone using that hose for anything. There is a pile behind the firehouse that is free for the taking if they approve.

Chairman Pitman asked if farms with irrigation pumps could use it and Chief Fisher stated that maybe somebody may be able to use that 3" hose but that he couldn't with the fire department.

Chief Fisher stated that this is why he wouldn't be in favor of cutting off the ends as that would just leave some fabric and some membrane sitting there as opposed to someone being able to use three lengths but not 1,000 feet of it, but maybe 150 feet. He stated that maybe Mark might want two pieces or something like that.

Chairman Pitman asked if it was all 3" to which Chief Fisher replied that it was.

Chief Fisher stated that there were a number of 1 3/4" hose that failed during testing and a piece of 4" failed halfway through as it had a hole in it. He thought that they could cut out the bad piece and make a couple of 25 foot.

The vast majority of hose is just outdated hose that came from Candia when they transitioned from 3" hose years ago.

Chairman Pitman asked Chief Fisher what his thoughts would be about how-to surplus to which he stated he thought that maybe put something out to the public. There is a list of what it is and almost come down and get or look at. He thought that the biggest things were the garage doors. He didn't think that they wanted people to be just walking away with those but he stated that he didn't know how to price a garage door. They are original from the mid-80's so what is the value. He couldn't give a price.

Vice Chairman Robertson stated that if there are some big-ticket items like some of the Indian pumps, the garage doors, he thought there would be some collector interest at least in the Indian pumps. They could take sealed bids on those. They had certainly done that in the past for items down in the few hundred dollars. Items that clearly don't have much value, maybe they could see if they could just get people to come and take them.

Selectman McGarry asked if the Chief had a listing of items of those things that somebody might be interested in.

Chairman Pitman stated that he was going to call a farmer/landscaper on the hose. There is a lot of irrigation down towards Massachusetts.

Selectman McGarry stated that just identifying those items that they think that somebody might be interested in, they can then advertise.

Vice Chairman Robertson stated that meanwhile, they could invite everyone to pick up as much chopped up hose as they like.

Mr. Harrington asked if the Board wanted to make that decision tonight or to move on with those items that they want to surplus and Selectman McGarry asked if he was talked about as far as advertising for them to which Mr. Harrington stated yes.

Selectman McGarry stated that it would just getting the out there to get someone to bid on them.

Vice Chairman Robertson stated that they could go right through the list. Looking at the list, they could take the Indian tanks, the garage doors, probably the poly water tank if they don't have a department that wants it, the ice auger, that might be all things that people would give a sealed bid on.

Selectman McGarry asked what the condition was of the two portable pumps and the generator?

Vice Chairman Robertson stated that they looked pretty rough to which Chief Fisher agreed.

Chief Fisher stated that he thought that Mark might be interested in one as was mentioned that sometimes they use a mud pump for some applications and that maybe that one would work better but that he would take a look at both of them.

Chief Fisher asked to clarify with Vice Chairman Robertson, he was looking at number 12 which is the Indian tanks, number 13 which is the garage doors, number 16 which would be the ice auger and number 10 which would be the poly tank.

Vice Chairman Robertson that those were the things that stood out to him and if there were departments that were interested in the old pumps but that he looked at those pictures and it looked like none of them had been run in a while to which Chief Fisher agreed.

He continued that he believed that they came off of two trucks that they haven't had in at least six or seven years, if not longer.

Selectman McGarry stated that the list looked like a pretty good one and could advertise those with an announcement.

Chairman Pitman stated that they would take the ladder apart so that it couldn't be used as an extension ladder.

Chief Pitman stated that he had someone that was interested in the ladder already. It may be a conflict of interest because it is his better half so he didn't know how that works.

Selectman McGarry asked how much did the ladder weigh as an extension ladder to which Chief Fisher stated that it was pretty heavy.

Vice Chairman Robertson stated that if they should put the word out that there are miscellaneous hand tools and hose pieces for people that want them.

Mr. Harrington stated that those four items that were notated would be sealed bids to which Vice Chairman Robertson agreed.

Chairman Pitman asked Chief Fisher if there was anything else to which he stated that there was. He stated that other things that there were other things about surplussing that needed to be discussed. He stated that he guessed that the compressor already found a home. He didn't know how the Board wanted to address that. It might be an item that they wanted to do a sealed bid on instead of its current location. The gentleman assisted by taking it out of the station the day that the new compressor was installed before the fair and apparently brought it to his residence between then and well, till it was gone.

Vice Chairman Robertson asked if Chief Fisher knew the value of the compressor or if he had any idea.

Chief Fisher stated that he did not but that he knew that the individual had the intention of trying to rebuild the motor. If that was unsuccessful or whatever, but he didn't know the value of it.

Vice Chairman Robertson stated that his understanding is that pump uses three-phase power to which Chief Fisher agreed and the Vice Chairman continued that it's not applicable to necessary locations.

Vice Chairman Robertson stated that he thought that they should try to see if they could ascertain some sort of value to which Board members agreed in order to see what they would do with it.

Select woman asked if this person helped to install the other compressor.

Chief Fisher stated that he wasn't there when it was installed. He was at the fair doing inspections. He knew that individual was there. He didn't know how much he assisted with the installation. The vendor, he believed, did the install on the new one.

He stated when he spoke to the individual that has it, he had brought it out back and covered it with a tarp and was concerned that the weather would get into something and damage it.

Vice Chairman Robertson stated that they should find out the value on it and decide what they were going to do next.

Chairman Pitman asked about the next item to which Chief Fisher stated, the cascade system. The replacement system is in. UPS tried to deliver it to the fire house without any way of unloading it on a freight truck. They unloaded it at his shop with the forklift because he has one of those there. Bert the welder came down to look at assisting with getting the blast containment system out of Rescue 2 because it is tack welded in a few spots.

He wanted to schedule everything so it would flow correctly with getting the old system out of service and the new system service. He didn't know what the thought was in how they wanted to surplus the cascade system as well.

Selectman Shute stated that he thought that Chief Fisher might know of some towns that might need it.

Chief Fisher stated that he would prefer to go that way as they did with the old air packs. Maybe a department up north doesn't have anything and might be better than having to go to another town. They could be using older air packs, 2250 style. He didn't know.

Vice Chairman Robertson stated that the obvious choices are that we've either got a town that can use it or again, they would advertise that they had it and see if anyone is interested in a sealed bid process. Some times they make out on those and sometimes you get a bunch of sealed bids for \$25.00.

Selectman Shute asked if there would be any liability in the town trying to sell it to which Chairman Pitman stated that he didn't think so as it was working when it left and it was added they would be taking it as it with no warranty.

Chairman Pitman stated to Chief Fisher to let the Board know before anything is done.

Mr. Harrington stated that before the Chief leaves, if they could just review the Fire Protection Agency physicals that the Board had a question on last week that was under the Social Services Health physicals.

Chairman Pitman asked if there was a time frame that those can be done as they are \$500.00 apiece.

Chief Fisher stated that what he started to talk to Mr. Harrington about a couple months ago, and he didn't know if the Board was familiar with, and he was terrible in remembering the Senate bill number but, basically back in July, Governor Sununu signed into law, a presumptive firefighter cancer law and he thought it was Senate Bill 547, if he was not mistaken.

Mr. Harrington stated that the Board had a copy in their folders.

Chief Fisher stated when that came into play, he reached out to at the time, a few chiefs through the NH Chiefs Association and they put him in contact with Paul Parisi, who was the Salem chief, not the fire marshal. His thoughts on it were that it's not a perfect law but it's a start and something to work towards. The chief's understanding in reading through that law is that there's a few different options to try to have the members covered that. One is if they are able to take a 1582 and they are passed as cancer-free or something like that, it is presumed if they are diagnosed with cancer in the future, that it came from firefighting and they're covered.

There's another avenue which he wanted to say, the language doesn't state that they are guaranteed, if you will.

He continued that what he did from there is kind of took that information and tried to reach out to find out what does this cost. He got a few prices around. He stated that Concord Hospital Occupational was right around the \$500.00 and he heard Fire Marshal Parisi thought it was up to more like \$800.00 so Chief Fisher didn't know where that lies for a true number.

He talked to Elliot Occupational to try to get another quote as well from them.

Chief Fisher stated that he thought that they needed to have something in place and maybe if they shoot towards bringing that number down to more like doing eight physicals a year.

He stated that he asked Mr. Harrington to reach out to Primex to see how they felt about it because this is new for everybody.

He continued that he believes that Rochester has a current member, who he believes their chief said is the first one in the state who's eligible to this new law. He reached out to their chief and haven't heard back from him to see how the process is going and what path he recommends and what he's found so far. He would hate to have someone being diagnosed with cancer and missed one step and Primex says, no. If it's an \$800.00 physical and they are covered for the rest of their career, to him it is worth the money.

Vice Chairman Robertson asked if the town got a response back from Primex regarding this to which Mr. Harrington stated that they did not. He stated that he has reached out to them a couple of times, with the most recent being today, he has not heard anything. He will continue to try.

Vice Chairman Robertson stated that he thought that they should definitely push them and get their take on this since they are the Workers Comp carrier to which Chief Fisher agreed.

Mr. Harrington stated at this point he wanted to bring this back up so that the Board and the Chief could decide and adjusting the budget right now, 30 at \$500.00, so that was an increase of \$15,000.00 in spending.

Chairman Pitman stated that maybe they should drop that to \$5,000.00, \$10,000.00

Select woman McHugh asked if they were done every year.

Chief Fisher stated that no, it's basically you would do the 1582 physical once and you are found to be cancer-free, you're cleared on that then that covers them for their career to be "presumed" cancer-free, like a baseline physical.

Select woman McHugh stated that they would be talking 30 physicals for the year to which Chief Fisher stated that they wouldn't have to do it every year. Select woman McHugh stated that for this year he was talking 30 physicals. She stated that he doesn't have 30 firefighters.

Chief Fisher stated that is why he was saying that if he goes to eight and they start that way and see how this goes because this is also very new for Primex, for the state, for the fire service in general. The bill might be adjusted next session so he thought that if they start with eight and go that way.

Chairman Pitman stated that \$5,000.00 is more accurate than \$15,000.00

Chief Fisher state that if it comes down to \$500.00 apiece, that \$4,000.00 would get eight and that would be a start, he would say.

Motion: Vice Chairman Robertson moves to change the figure from \$15,000.00 to \$4,500.00

Second: Selectman McGarry

Discussion:

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

Selectman Shute stated that this was the line under the welfare department and Vice Chairman Robertson stated it was the line under Agencies, Health and Social and it will actually be 9 something because there were new hire physicals in there too.

Chairman Pitman asked if Mr. Harrington and Chief Fisher were all set and both agreed that they were.

Chairman Pitman thanks the Chief for coming in and hearing his ideas for surplusings the cascade and compressor.

Regular Business:

Review of Outstanding Minutes – October 15, 2018

Motion: Vice Chairman Robertson moves the minutes as presented

Second: Selectman Shute

Discussion:

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

Payroll Manifest - \$52,904.71 (gross), \$41,069.21 (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 - \$27,581.90

Motion: Vice Chairman Robertson moves to approve the Accounts Payable manifest

Second: Selectman McGarry

Discussion:

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

Seasonal dock permission – Joyce A. LaBelle

Motion: Vice Chairman Robertson moves to approve the seasonal dock permission to Joyce LaBelle as outlined in the Select Board letter

Second: Selectman McGarry

Discussion:

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

Selectman Shute asked if it was for Gulf Road to which is was answered yes and Chairman Pitman stated that this makes two.

Motion: Vice Chairman Robertson moves to authorize the Chairman of the Board to sign the Health Trust dental agreement for the town employees

Second: Selectman McGarry

Discussion:

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

Town Administrator's Report:

Mr. Harrington stated that he had one item tonight which was to get the approval of the Board to renew the Dearborn National Insurance for life, accidental death and dismemberment, short- and long-term disability.

He stated that he received an email today that the rates would not be changing from 2018 to 2019.

Motion: Vice Chairman Robertson moves to renew the Dearborn Life and Accidental Health Life Disability as presented by the town administrator

Second: Selectman Shute

Discussion:

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

Unfinished/New Business:

Vice Chairman Robertson stated that he thought that everyone was aware that they have been meeting with the Police Department Building Committee group over the last few weeks.

At the most recent meeting, their interest has focused, but he was not saying it's focused exclusively, but have focused on a piece of property directly across the street from the front of this building and there's an interest by the group of seeing if they could get some rudimentary or preliminary assessment by the town engineering firm, Keech and Nordstrom to take a look over there and tell us if it's realistic to consider that as a building site or not.

Vice Chairman Robertson's suggestion was that he would bring it to the Board to see if there is a possibility of them being able to find some funding in the budget to have the town engineering firm take a look at the piece of property.

Their thought was that they are clearly not interested in an advanced engineering study but they would like somebody more skilled than those of them in the to take a look and say yes this is absolutely suitable for what they were talking about or no, you're nuts, look elsewhere.

Chairman Pitman asked the vice chair if he had any kind of a dollar figure to which he stated that he did not at this point. The vice chairman just wanted to get a consensus to get rolling and see. He stated that they were meeting again this Thursday and there were several folks with good knowledge of what it might cost to get a fairly rudimentary look,

The Board was polled and all agreed to try and get a figure to go forward with for the property across the street.

Chairman Pitman asked if there was anything else coming out of the committee to which Vice Chairman Robertson stated not a lot but that he would say that they developed a criteria that looked at multiple parcels of land with. The criteria have sort of focused the group on pieces of property that the town already owns. They didn't see much use in laying out hundreds of thousands of dollars before they get into the project.

He thought that there was also fairly general consensus that the police department should be housed near the center of town and near where other services are located and it should also be fairly visible, if possible. He thought that this was the criteria in general that the committee is running with.

Selectman McGarry stated that one advantage that the site across the street might end up having is that they could probably take and connect into the sewage disposal system that serves the G.B. White building which is already over there. It was designed for obviously, when this was a school and they are no where's near the usage that it was at that point. By adding the usage from the police department, would not tax it at all.

Chairman Pitman thanks Selectman McGarry for bringing that up.

Vice Chairman Robertson stated that another element of that site that's appealing to people, particularly people that have some inkling of how putting up new buildings works, is the grade which would seem as a negative, it doesn't slope as drastically as anyone on the committee thought it did. They spent some time walking around over there and they thought that there's the potential or at least the groups see some potential as being able to build a building with a full basement that is walk out on the back side and being able to get the space they need with a much smaller building on top. They could actually have two entrances. They could have a public entrance on the upper side that faces this building coming off the main road with some parking spots, access to the offices, access to the officers and they could do things like the sally port, booking, that sort of thing on the back side of the building on the lower level and have the ability to make that a basement, but a basement with windows, doors, access, that sort of thing.

Selectman McGarry asked with a sally port, don't they want to have it so that they could drive through it so that would be an issue.

Vice Chairman Robertson stated that they toured the Nottingham building a few weeks back and they have a very usable sally port where you drive in, the door closes behind them, they have the weapons depository.

Chairman Pitman stated that Epsom's is just straight in.

Chairman Pitman asked if there were any other new or unfinished business.

Selectman Shute stated that just a reminder that Sunday is "Trunk or Treat" at the fairgrounds and everyone needs a pass to get in. They will be having people at the gate to discourage people that are coming and or not residents of the town.

Selectman McGarry stated that he had one more item. If Mr. Harrington is going to contact Keech and Nordstrom, he would be glad to talk to them as well if they wanted he to in regards to an assessment.

Vice Chairman Robertson stated that that would be definitely appreciated and they were tentatively planning on meeting on Thursday at 6:00 p.m. He hasn't posted it yet because he hasn't gotten a response from at least a quorum of the members yet. He continued that he was going to be in Bedford tomorrow so that he could swing by and talk to him.

Vice Chairman Robertson stated that that would be phenomenal if he could and thanked him.

Vice Chairman Robertson stated that he was going to read this statement, sort of where the Board sits with regards to the Mitchell Group continuing to represent them through Attorney Steve Whitley with regard to Northern Pass representation.

"Deerfield has participated over the past two plus years in the SEC hearing process which culminated in the SEC's vote to deny the certificate to Northern Pass.

Northern Pass has appealed the decision to the New Hampshire Supreme Court and our continued participation in this appeal is in the best interest of the Town of Deerfield.

The Mitchell Municipal Group Law Firm has secured funding from an anonymous source up to \$25,000.00 in total, to continue to representing Deerfield, along with three other towns, Littleton, Hampton and Pembroke in the Supreme Court appeals process on the following terms.

Their firm will represent Deerfield in the appeal before the Supreme. The firm's attorney-client relationship will be with Deerfield and only Deerfield. Deerfield will receive itemized monthly bills for their services but they will reflect no charge for those services.

The anonymous funding source will receive summary monthly bills without any attorney-client privileged information and will pay those amounts directly to the firm.

The funding source will have absolutely no input into the firm's representation in this case, will not be privy to any confidential information and the attorney-client relationship between the firm and Deerfield will be as it always was.

The funding source will and must remain anonymous.

In the unlikely event that this funding does not cover all the costs of the appeal, each respective town would be responsible for the excess. This is unlikely however, and if it did occur, it would probably not be until the second half of 2019."

Motion: Selectman McGarry moves to sign the agreement read by Vice Chairman Robertson

Second: Selectman Shute

Discussion: Vice Chairman Robertson stated that given the vocalization that they've had from the community and what has been put into the process to this point, it would wrong of the town to skip the appeals process.

Selectman McGarry stated that he assumed that the costs would be shared for anything over \$25,000.00 by the four towns to which is was stated that the town would only pay a quarter of what would be over \$25,000.00.

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

Motion: Vice Chairman Robertson moves to go into a Non-Public session under RSA 91-A:3, II (c.) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Second: Selectman McGarry

Discussion:

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

No action was taken in the closed-door session.

Motion: Vice Chairman Robertson moves to seal the minutes of the non-public session

Second: Selectman McGarry

Discussion:

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

Citizen's Comments:

Ms. Cady – Old Centre Road

Ms. Cady stated that when Matt was speaking of surplus, she stated that she remembered that, and she didn't know if it was a policy made or what, but back when Leslie Bosiak was there and the police chief sold the guns, the selectmen decided that they would have an auction yearly on surplus.

She stated that she hadn't heard of anything for awhile and thought that she would just remind the Board about a policy or at least a position for then on the Board would do surplus auction of any materials.

Chairman Pitman stated that he thought that it was a good idea.

The second thing is she heard and she thought that Mr. Harrington might have told her privately but that you raised the amount per gallon for gas to \$2.90 but you also get 38 cents back on every gallon of gas because this is a municipality. A request has to be filed with the gas station she believed as well as with diesel. The tax all comes back to the town.

Whether or not the town will ever pay \$2.90 because of the return of the taxes is something that they should think about.

The physicals, she didn't know if it had to be a special agency or something but the wife of Jan Rachel, the Rachael Annis Insurance Agency, in Raymond, right in the business what was old St. Raymond's Catholic Church, she does the physicals for work places.

If you sent the police chief down there when you hired him, he had to pass a physical, they would do that and they also do the worker's comp things.

She is also very concerned about the violation of Article 28a by the state. 28a was passed in the New Hampshire Constitution from the 1984 Constitutional Convention that the state could pass no laws or rules that would pass costs to the town so if they want to have this stuff done, they should be told that they have to pay for it.

Ms. Cady stated that she would say to Vice Chairman Robertson if the police station builds a two-story which is a great idea, would an elevator have to be put in? That was one of the things brought up for that site before. If they did a walk out back and top story to which Vice Chairman Robertson stated that this is under consideration. He has a packet that he is bringing to the next meeting.

Motion: Vice Chairman Robertson moves to adjourn at 6:50 pm

Second: Selectman Shute

Discussion:

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

Next Meeting: Monday, October 29, 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*