

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
September 16, 2019
MINUTES**

Call to Order

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

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

Pledge of Allegiance to the Flag

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

Avitar – Loren Martin & Evan Roberge

Chairman Robertson stated that their first order of business was a visit from Evan Roberge and not Lauren Martin n regard to assessing questions that the Board had and they also had the proposed agreement for their five year assessing plan in their backup information this evening which will be a budget consideration.

If the any had questions for Avitar, they had their representative there and asked if they could take a seat by the microphone so that they could get him on record.

Chairman Robertson stated that if any members had specific questions that they could start with that. He didn't know what kind of backup material that he had but if he could start by explaining what they were looking at for the upcoming process with the reval contract.

Mr. Roberge stated that obviously values right now are really low. Next year is when they do the update. Obviously they haven't looked at anything real recent but the 2018 equalization ratio is 85.5 percent.

Next year when they do the update, they're estimating around twenty to thirty percent on average is what assessments would go up. That would be the town average.

There would be some that were more and some that are less. Usually, and he didn't know why it worked this way but usually, a third go up, a third go down and a third stays the same. It depends on the sales, depends on the neighborhood, most of the time waterfront is really hit the hardest and that's just because people pay a lot to live on the waterfront. Sales are everything and that is all that they were looking at.

Vice Chairman Pitman asked what the story was as he was under the impression that the town was in quarters and a fourth of the town got brought up every year. That doesn't happen anymore?

Mr. Roberge stated that it was once every five years.

Chairman Robertson stated that typically, they would do 20 percent.

Mr. Roberge asked if he was talking about "DV, data verification" to which he answered yes.

Mr. Roberge continued that now it's moved to 10 percent over so 10 percent a year.

Vice Chairman asked how often is it, once every five years for a major overhaul.

Mr. Roberge stated that that was when they did an update to the current market. That's once every five years.

Vice Chairman asked if it was state law that it was every ten.

Mr. Roberge stated that no, state law stated that it's every five.

Vice Chairman asked if in 2020, they were going to do the whole town to which Mr. Roberge stated that they would be.

Vice Chairman Pitman asked how long that would take to which Mr. Roberge stated that field review he would think would be four to five days but he wasn't sure. It is going to be over months of doing everything but just being in town reviewing sales and field review, it should only be a couple of weeks of actually being in town. The rest of the stuff is in the office analyzing sales, developing spreadsheets. He was thinking about how long it would take but it will take a while.

Vice Chairman Pitman asked if it started on January 1st to which Mr. Roberge stated that they didn't have a time as to when they would start it. He didn't know about January because they still will be doing some new construction but he would say like February, somewhere around there.

Vice Chairman Pitman asked when people would start getting a drift of what their new assessing would be to which Mr. Roberge stated that he didn't have an exact time table but that would be later in the year because when they are doing it, they want the most sales as possible so that would be later in the year.

He continued that it won't be reflected on their first bill, he was certain of that. It won't be reflected on the first bill, it will be on the second bill.

Vice Chairman Pitman stated that he was already getting questioned because of the newsletter that goes out.

Mr. Roberge stated that he was just talking with Mr. Harrington about it and he thought that the memo helps because it sees that the assessments are very low and they're seeing what things are selling for so he is hoping next year, because it is going to be a shock, they're going to go up a lot. Some people it could be 40 percent but the average he thought was going to be between 20 and 30 percent. Some are going to be more than that, some are going to be less so he was going to be a wash as that is an average.

He was hoping that it helps seeing that letter. He was looking at one the other day that were over \$100,000.00 off to which Vice Chairman Pitman stated that that was the ones that he was questioning about.

Mr. Roberge stated that they hadn't done it since 2015 and it's a way better market than it was in 2015.

Chairman Robertson stated that the last agreement that they approved as a Board, was October of 2014.

Mr. Roberge stated that they had five years of appreciation and some of the stuff on there that is way off, he stated that some obviously are just in the market but then some are in current use and that is why it's showing a lower value for an assessment because it's in current use.

For the most part, there is good information on the memo that goes out.

Selectman Shute asked if the goal was to do every home in Deerfield next year to which Mr. Roberge stated that it was. The goal was to bring assessments up to 100% of market value once every five years.

Chairman Robertson thanked Mr. Roberge seeing there were no other questions.

Library Trustees: Mel Cameron

Chairman Robertson stated that they got the personnel action request for the librarian salary which the Board expressed no particular opposition to but the rate increase was about double to what they were used to seeing and they wanted to meet their due diligence and felt that they should hear from the library trustees to see if this was a salary correction or extreme merit or what it might be.

Ms. Cameron stated that their decision was that they wanted to bring her salary to what they had budgeted for the year so that brings her to the amount that they had budgeted and the reason that they were doing that was because they did a review of salaries in the region and they realized that hers was distinctly at the low end and particularly, if you take into account her education and her experience, they wanted to bring it closer to a market level. Basically, it was an adjustment not a performance adjustment.

Chairman Robertson stated to Ms. Cameron that it brings it up to what you would actually budget in the budget to which she stated that it's the amount that in the budget for 2019.

Chairman Robertson asked if there were any questions from the Board and seeing none, thanked Ms. Cameron for coming in and explaining that to them and they will move forward from there.

2020 Budget Review

Cemetery Commission – Page 24

Chairman Robertson stated that he would note for the record that the Board of Selection were expecting the cemetery trustees at their last meeting and we are now well aware that you had cancelled in advance and were not expected to be there so they appreciate them coming back.

It was asked from the trustees if there were any questions.

Chairman Robertson stated that there was some question about tree work.

The cemetery trustee stated that it was obvious that the cemetery trustees are asking for a higher budget. Their tree work actually, they can't afford this year to do any.

They are asking for twice the normal budget because if you look at Morrison, if you're facing Morrison Cemetery, you can see that there are several, problematic trees along the left and they have talked to people who do tree removal and they both agreed that those trees should come down because if they are not taken down, they can break the wall and go over and if you think of the driveway coming out, there are quite a few headstones very close to that drive and those headstones could be hit.

The reason that they can't really take any trees down this year is because of the contractor's budget. If you look at the current contractor's budget, its \$14,650.00 and what they meant by contractors, are the people who mow, trim, etc., do the regular, contracted maintenance of the cemeteries.

When they had the walkthrough to show people what needed to be done last April, three people came and two people submitted and the budgets were submitted were essentially the entire cemetery budget for what it would cost for the maintenance.

They went back to the two people that submitted bids and they eliminated some of the cemeteries so that they could get it down to what they had actually budgeted.

If they could recall this spring, they had a lot of rain and so the bids were like that they would do each cemetery twice a month but in the spring, what was happening was that the grass was growing so fast that they had to, particularly around Memorial Day, they had to say to the people that had the contracts, "yes they could do it more" because otherwise it was going to be so overgrown.

Then they reached the whole point with the cemeteries that they had eliminated from the budget because they thought that they had some volunteers. For instance, the two cemeteries down near the fairgrounds, it took a while for them to get started but the fair has volunteered to maintain those cemeteries and once they did get started, she thought that they did a pretty good job so they didn't have to worry about that.

The Hayne's Cemetery and the Tilton Cemetery, they really, even though they were not part of the contract, had to have something down because they were turning into jungles so that money is coming out of the tree budget which is why they are asking for an increase in the tree budget.

They are asking for an increase in the contractor budget because the bids that they are getting are substantially higher and what they did this year, as she said, was just to eliminate some of the cemeteries. If they wanted to maintain the cemeteries in a condition that they should be maintained in, it costs more money.

Then they get to the issue of the superintendent. Deerfield was lucky as apparently they had a cemetery superintendent who owned a company that did maintenance essentially so he was in a position rather bill the town, he would just have his guys go in and fix a tree, do something and then he became the highway agent and was in even a better position, if a tree came down, he could send the highway department up. He did a phenomenal job. He was an incredible deal for the town.

They looked to talk to supervisors of the cemeteries in other towns and the least expensive one they found was Candia who pays and actually talked to their cemetery supervisor and they charge \$5,000.00 a year. Deerfield is not paying a cemetery supervisor this year. Thank goodness Pete Lemay and Paul Murphy, who is one of the cemetery trustees, have been taking over that part of the job.

What they are asking for, and she knew that this was a default budget, it has been a default budget for two years. A lot of cemetery maintenance has been let go and a lot of surveys of the cemeteries and what they have tried to do is bring everything up to date, bring the known cemeteries up to date, bring whose buried where up to date and they have been able to do a lot of that but they were asking for what they thought is a reasonable amount to really keep the cemeteries in Deerfield maintained, the tree work done, the everyday maintenance done and she did understand that the chance for getting a cemetery supervisor for \$5,000.00 is probably a long shot but this is the budget that they have looked at and think would work for the town for the next year and the following years from now and would get everybody back in shape.

Chairman Robertson stated that he thought that the other question that they had or maybe he had, was if they had reached any conclusion as far as moving forward with a warrant article to essentially undo the Cemetery Commission?

Ms. Mann stated that they were going to meet on that and it's not that they want undo it. They understand the legal issue. It's either the Select Board takes over the cemeteries or there's a group of cemetery trustees.

With the budget that they have been working with, they didn't see how they could really do the maintenance of the cemeteries.

What brought this up was that the town also puts out bids for maintenance and she knew that maintaining the cemeteries is not the same as maintaining a ball field because in a cemetery there is a lot of very specific trim work but perhaps if the bidding for the cemetery work was part of the big picture of the town's bid for all that kind of work, they might be able to get a better deal. That's sort of what led to this idea of the warrant article.

Ideally, what they would like is sort of half and half but they knew that's not possible.

Chairman Robertson asked the Board members if they had any other questions for the Cemetery Trustees.

Vice Chairman Pitman stated that he just agreed that this tree budget as the ash trees are a real problem. It's going to get worse in the next year.

Ms. Mann stated that also, at Parade, you will notice that a lot of the trees are dead and they have had a citizen volunteer to pay the cost of replacement trees if they take the dead ones and the old ones down but at this point, they didn't think they could afford any tree work at all because that is where they are getting the money for the maintenance.

Chairman Robertson thanked Ms. Mann and didn't know what the Board's pleasure would be with the Cemetery Budget, if they wanted to approve it at this point?

Motion: Selectman McGarry moves to approve the Cemetery Budget as presented of \$44,401.00

Second: Selectman Shute

Discussion:

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

Conservation Commission – Page 76

Chairman Robertson asked Mr. Berglund to give an overview of what the Conservation Commission is looking for this year.

Mr. Berglund stated that first, he wanted to put forth a change that they made since the last meeting.

There were some bills that were paid through the operating account that when they did some digging, found out that they really belonged to the Conservation Fund which as they knew was set up to conserve permanently protected properties and that includes legal work and surveys and those kinds of things and the bills were related to legal work and had to do with finalizing and fine-tuning the conservation deed for easement in the case of one property. There were two bills and that will reduce their request by \$500.00.

They had initially proposed a budget after they looked at the expenditures through the operating fund and it's way up this year when you include those bill, they are now back into a "not over spent" condition.

That will bring the total to \$3,051.00 which is what they proposed last year and so it's a flat budget.

He didn't have any information on the warrant articles. His guess is that they won't have any but you can never tell. They do come up.

Chairman Robertson asked if there were any questions from the Board.

Selectman McGarry asked if the legal services were going back to \$300.00 to which Mr. Berglund replied that it was.

Chairman Robertson stated that he would also mention to the Board members, a little unorthodox, but they have the Deerfield Conservation quarterly update page in their backup information and they had Chairwoman Frye and Mr. Berglund there with them if there were any question or concerns with what is reported there.

Chairman Robertson stated that he had one quick question and didn't know if either of them knew as it wasn't their organization but did they know if Bearpaw had a new director or where that process might be?

Ms. Frye's understanding is that they don't yet but that the Board of Directors is acting in that capacity and really working overtime to try and get things figured out and back on track. They did hire a part-time conservation coordinator or something like that to help them.

She thought that they were working at coming up with a job description and getting that advertising and what not but she didn't know what the timeframe was on that.

Motion: Vice Chairman Pitman moves to approve the Conservation Commission budget as presented of \$3,051.00

Second: Selectman McGarry

Discussion:

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

Building Department – Page 37

Mr. Pelletier stated that the biggest changes to the building budget is basically related to the wage increases that are based on the COLA raises that the town puts in the budget every year.

Chairman Robertson stated that it looks that her was also requesting a part-time employee?

Mr. Pelletier stated that it was the same budget that he submitted last year that wasn't passed due to the default budget so he resubmitted it essentially and that was the only additional change.

Chairman Robertson asked if there were any questions for the building inspector.

Vice Chairman Pitman asked the chairman how that would work as far as the default if they okayed a budget.

Chairman Robertson stated that they could okay it. It would be their requested budget and if it gets shot down then they are stuck with the default or whatever amendment the budget committee might give them.

Mr. Pelletier stated that was where he has been for the last previous two years.

Chairman Robertson stated that they could support the request.

Select woman McHugh asked Mr. Pelletier if he needed a part time employee.

Mr. Pelletier stated that the amount of paperwork seems to increase to due changes and the way that the state does things and so forth even though the state is going forward with paperless, it's not making things paperless for them all the way from subdivision to septic systems to the other duties that he tended to have and it's all falling back on them to take care of along with all their issues and problems.

They don't offer any support and they are going paperless for everything but they had to process everything based on the way they do it.

The town ends up as the ones figuring it out and fumbling through it and then making it work.

Selectwoman McHugh asked if there was an assistant that could be shared now.

Vice Chairman Pitman stated that he was under the impression at one of the meetings that they had, that Randy was available to help out for the transition.

Mr. Pelletier stated that nothing had been brought up to him and no one had mentioned it.

It was asked if he had received help from her at all this past year to which Mr. Pelletier stated that he had not.

Chairman Robertson asked if the Board had any other questions while he was there to which no one had.

Vice Chairman Pitman stated that he thought that they needed more homework on that assistant's position to see how they could make that work to which the Board agreed.

Transfer Station – Pages 54-59

Mr. Pelletier stated that again, most of the changes, pretty much all the changes are related to recyclables and disposal of product.

Most of the disposals are under contracts. They have annual increase for seven years. He thought the last contract was a seven year contract and are currently four years into it he believed so there's a built-in increase in that so obviously that's in the budget.

Recyclables are double what they were last year due to the fact that the market is essentially is gone as of the last two months now. They are paying for cardboard disposal. They have gone to \$30.00 to \$40.00 a ton that they were receiving to paying \$5.00 a ton because that market is gone and that's pretty much the case with all their recyclables which unfortunately, they have no control over. They either keep it or get rid of it.

Chairman Robertson asked Mr. Pelletier if he was anticipating any warrant articles with regard to capital items. He said that he had pavement there and such.

Mr. Pelletier stated that he didn't due to the fact that they keep going to default budgets. He stated that he has kind of tossed in the towel on that. He didn't see the public approving any large increases for anything so they are kind of living with it.

He continued that there is paving. He would really like to pave at least the hill on the right side because of increased traffic as well as the right-hand side going in down around the back. There are issues with the tractor trailers. He has to occasionally have to call Mark in to resand it if the weather has been especially bad because of that slope.

At least if it were paved, they could plow it and it would melt but unfortunately this winter, that slope he pretty much sanded pretty much the entire winter and it never did thaw out completely.

Other than that, he hasn't really given much thought to warrant articles. He was hoping that they could use the impact money for a couple of things and that's what they will live with.

Other than that, they did actually increase the disposal fee because for the last couple of years, they had absorbed it even though the disposal costs have gone up, they had enough money in MSW disposal to cover it but he is going to run very, very close this year or even over expend it so he actually did add some to basically, for lack of a better word, product disposal because they were looking at another increase this year for the contract. That's the biggest change in the budget.

Vice Chairman Pitman asked Mr. Pelletier if that made the total of \$268,002.00 which is located on page 59?

Mr. Pelletier stated that it sounded correct.

Vice Chairman Pitman stated that it was up overall 12 percent.

Mr. Pelletier stated that he had a total proposed of \$400,290.00 which is located on the bottom of page 4 which was up from \$353,036.00.

Chairman Robertson stated that the figure on the backup is the correct figure which is \$400,290.00 up from the prior annual budget of \$353,036.00.

Motion: Vice Chairman Pitman moves to approve the Transfer Station budget in the amount of \$400,290.00

Second: Selectwoman McHugh

Discussion:

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

Zoning Board of Adjustment – Page 18

Mr. Freed stated that the budget pretty much speaks for itself. It's fairly much the same as last year.

If the trend that they've seen in the last two months keeps up, they will probably be under budget next year or rather they'll probably go over budget, he wouldn't have budgeted enough.

The last two months, they have seen a sharp increase in the number of applications. He was not sure if they get numbers from Mr. Pelletier about how many building permits are applied for each month but his sense is, based on the number of variance requests that number must be going up.

They have had a lot of busy meetings the last couple of months.

Chairman Robertson stated that they have had some good sized parcels of property that have come on the market or changed hands too in the last few months.

Mr. Freed stated that hopefully, those parcels will be handled very well by the planning board and there won't be need for variances or special exceptions or any of those situations that are substandard lots that were created from years ago that have issues.

With any kind of building pressure, those lots also get built on. They're the lake lots, they're the desirable small lots because they have a view. They pose a lot of challengers and there's pressure to develop them and so they are seeing that.

Chairman Robertson asked if there were other questions.

Vice Chairman Pitman asked what the bottom line was and the chairman stated that it was \$4,130.00.

Motion: Vice Chairman Pitman moves to approve the Zoning Board of Adjustment budget in the amount of \$4,130.00

Second: Selectwoman McHugh

Discussion:

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

Planning Board – Page 17

Selectman McGarry stated that he put the numbers together on this but the Planning Board has not voted on it as of yet so he requested that they hold off.

The chairman stated that just for the record and for the camera, there is a budget committee meeting tomorrow evening at 7:00 pm. He was going to be in attendance.

He didn't think that they were going to talk about much except procedural mechanisms for the upcoming year and how the Board wants to proceed. It will be rather brief but if you are interested in attending, feel free to join him there at 7:00 pm.

Regular Business:

Review of Outstanding Minutes of 9/3/2019

Motion: Selectman Shute moves to approve the minutes of 9/3/19

Second: Selectman McGarry

Discussion:

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

Accounts Payable Manifest - \$19,659.68

Motion: Vice Chairman Pitman moves to approve the Accounts Payable Manifest in the amount of \$19,659.68

Second: Selectman McGarry

Discussion:

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

Chairman Robertson stated that they have a bunch of items in the signature file and as mentioned earlier while Evan Roberge was speaking to them, they have a new, multi-year agreement offer from Avitar Associates of New England.

Essentially, it looks like it has gone down a little bit. They're looking for \$222,380.00 versus \$229,401.00 that they had for the previous five-year proposal.

Vice Chairman Pitman asked if they divided by five or do they get a lot for next year?

Chairman Robertson stated that there is a schedule in their packet of payment.

Contract assessing and cycled inspection will appear as a monthly invoice to be billed an equal monthly installments of \$2,123.33 for the term of the contract.

Vice Chairman Pitman stated that it is mandated by the state so they don't have much of a choice.

Motion: Vice Chairman Pitman moves to approve the Avitar Associates of New England contract of \$222,380.00

Second: Selectman McGarry

Discussion: Selectman Shute asked what the monthly charge would be. He stated that looking on page 3 it is \$120,460.00.

Chairman Robertson stated that there are two agreements in the packet. There is the five year assessing contract and cycled inspections with full update for \$222,380.00 and the 2020 contract with cycled inspections and full update as noted above at \$120,460.00.

Vice Chairman Pitman asked if it ran simultaneously with the first one and the chairman stated that it was his understanding that it does.

He continued, as they have just gotten this tonight, they were in no particular rush to approve this in September, so why don't the folks take the contract back with them and they would vote on them after everyone's had a chance to read through it.

Vice Chairman Pitman removed his motion and the second by Selectman McGarry was also removed so no vote was taken.

Chairman Robertson stated that they would give this some further review and come back at their next meeting or the meeting following. He believed that the deadline is December 19th before they have to approve the contract.

Chairman Robertson stated that they had a representation letter that's part of the audit provided by Melanson and Heath that they sent to sign basically laying out the responsibilities of the audit process. He didn't know what the Board's pleasure was or if they had a chance to read it yet.

It's a boilerplate accounting document that they sign every year but he did need a motion.

Motion: Selectman McGarry moves to approve signing the representation letter from Melanson and Heath

Second: Selectman Shute

Discussion:

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

Chairman Robertson stated that they had a Health Officer Deputy nomination form which is essentially re-upping Denise Greig as the Deputy Health Officer.

Motion: Selectman McGarry moves to approve Denise Greig as the deputy Health Officer

Second: Vice Chairman Pitman

Discussion: For the record, Vice Chairman Pitman noted that Mr. Pelletier was the Health Officer

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

Chairman Robertson stated that they received another dock and seasonal mooring permission letters back. This one is from Joyce LaBelle. It's essentially the Board's letter and this is one of the properties on Gulf Road on the non-lake side of the road.

Vice Chairman Pitman asked if it was a dock and not a mooring to which Chairman Robertson stated that it was a mooring. They were using the same permission that allows them to apply for a dock permit or a mooring permit.

Motion: Vice Chairman Pitman moves to approve the request for a mooring

Second: Selectman Shute

Discussion:

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

Chairman Robertson stated that he got the revised estimate revenues. It is the MS-434 form from the Department of Revenue, total revised estimated revenues and credits are \$1,795,925.00.

Motion: Selectman Shute moves to approve the submission of the MS-434

Second: Selectwoman McHugh

Discussion:

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

Personnel Action Request – Librarian

Chairman Robertson stated that they had the personnel action request for the librarian that they had discussed at their last meeting and also discussed Ann Deely from the Library Trustees this evening.

This is essentially increasing the library trustee's position from \$46,588.50 to \$50,939.20 and as they heard from the Library Trustees this evening, this is the amount that they had budgeted for the full-time position in the present budget.

Selectman Shute asked if that was for the librarian to which Chairman Robertson stated that it was.

Selectwoman McHugh asked if this was just rolled over and Chairman Robertson stated that he didn't know how it compared to what Evelyn was paying.

Selectwoman McHugh wondered if that was the amount that was in the budget previously and was rolled over and the chairman didn't know if that was the case.

He stated that he didn't think so because he thought that it was the amount that they actually came up with as a budget for the new person and he didn't think that they were sure exactly how much they might have to pay to attract a new librarian. He stated that it was his best recollection of it.

He stated he didn't know what the Board's pleasure was in regards to this.

Motion: Selectman McGarry moves to approve the personnel action request for the librarian

Second: Selectman Shute

Discussion:

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

Chairman Robertson stated that they had a bunch of other signatures required regarding property tax credits, land-use tax change.

The first on is an application for property tax credit from Matthew LeBlanc – 9 Old Coffeetown Road – Veteran's Credit and paperwork appears to be in order and has been forwarded to the Board for approval for \$500.00

Motion: Vice Chairman Pitman approved the Veteran's Credit in the amount of \$500.00 to Matthew LeBlanc

Second: Selectman McGarry

Discussion:

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

Land use change tax - Christopher J. Bova – Georgetown, MA and this is in regard to property on Mountain Road in Deerfield. The property is 3.923 acres that is being removed from Current Use on a larger parcel and the total tax due is \$8,000.00

Motion: Vice Chairman Pitman moves to approve the collection of the Land Use Change Tax in the amount of \$8,000.00

Second: Selectman McGarry

Discussion:

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

Land Use Change Tax – John Cinnamon – 117 Mountain Road, Deerfield, NH for 38.71 acres. It's a partial release from a larger parcel - \$6,600.00.

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

Second: Selectman McGarry

Discussion:

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

Timber Tax Levy – Steven Anderson – 47 Nottingham Road, Deerfield, NH – off the extension of Ridge Road up towards Thurston Pond. It was a cut down in there by his sugar house. Total taxes due of \$854.71

Motion: Vice Chairman Pitman moves to collect timber tax levy in the amount of \$854.71

Second: Selectwoman McHugh

Discussion:

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

Another piece of correspondence that doesn't have to be acted on but the Health Trust is having a public hearing on September 26th, 2019 which selectmen are invited to attend.

Chairman Robertson stated that he would not be able to attend but if any of the rest of you have any interest, feel free.

They got notification from Division of Forests and Lands that there has been a cut of 666,412 board feet of saw logs and 1,863 tons of hardwood, round wood, soft wood pulp and mixed wood chips in the Deerfield portion of Bear Brook State Park and they enclosed a copy of the exhibit timber including price from the timber sale contract and agreement for the Board's reference. The timber tax is payable by the purchaser to the town.

Vice Chairman Pitman asked how much the town would get out of that and the chairman stated that he didn't think that it did give an amount but only board footage and tons and is just for their reference so they can cross check.

The chairman stated that he believed that everyone had seen the email that Mr. Harrington had forwarded from Bart Meyer regarding the potential mediation, potentially for Saturday and Sunday, September 28th and 29th at the NH Municipal facilities and this is in regard to settlement between Public Service for the tax years 2014 through 2018.

Bart did note that they're still awaiting a final green light from the PSNH attorney which they haven't received yet.

He didn't know how many of the Board will be able to attend the weekend two days session of mediation during the fair. Bart does mention that presence is not required but Bart will be there.

Chairman Robertson stated that they also had a request from the Deerfield Historical Society.

"On behalf of the officers and board members, he is writing to request that you waive any fees charged to DHS for the use of the historical Town Hall and they point out that they have used what used to be the upstairs selectmen's office for a museum and office and that they are hoping that the Board could see fit not to charge them.

They also point out the fact that they are intending to move to 5 North Road when they get that building renovated and this will no longer be a question or a concern."

Chairman Robertson didn't know how the Board felt.

Vice Chairman Pitman asked if they needed a motion to not charge them until they move to which the chairman stated yes.

Motion: Vice Chairman Pitman moves to not charge the Deerfield Historical Society any fees for use of the historical town hall until they move

Second: Selectman Shute

Discussion: Chairman Robertson stated that he didn't know if this was just a preemptive strike on their part or where they actually bill for space or services.

Mr. Harrington stated that they were looking to rent for an event and they came to Ray and he went through his normal process with them and that's what resulted in the letter.

Vice Chairman Pitman remarked that it wasn't for their storage upstairs and Mr. Harrington stated that no, they wanted to use the building for a meeting or an event.

Chairman Robertson stated that they mention, and he thought that maybe they were covering everything so the bottom line is that they don't want to pay for an event that they're having to which Mr. Harrington agreed.

Mr. Harrington continued that it was his understanding through Ray that they still intend to use the Town Hall for meetings because their new facility does not have an adequate meeting space so they will still be using the town hall for whatever functions they need.

Chairman Robertson asked if they wanted to let the motion stand with the understanding that it applies to meetings and events that they might hold also?

Selectman Shute asked they knew what the event was and if people were going to pay to get in?

Chairman Robertson stated they're not very specific. It says a number of events, suppers, fundraisers. Their treasured artifacts are on display. They mention that they're trying to fund raise for the new building and costs incurred for use of the Town Hall as they've enjoyed the use of it in the past and would affect their fundraising abilities.

Vice Chairman Pitman remarked that they are a town committee.

Chairman Robertson stated that the Historical Society is actually differentiated from the Heritage Commission which is the public, town committee.

Selectman Shute asked if they were a "not for profit" and the chairman stated that he believed that it is a "not for profit".

Selectman Shute commented that it would be policy to be charging them \$75.00 to use it for an event which the chairman agreed with.

Selectwoman McHugh asked if they could waive it for the meetings and charge them for the events.

Chairman Robertson asked if they wanted to go back to them maybe and see if that is agreeable because this doesn't have any differentiation in the requests.

Selectwoman McHugh stated that they have to be consistent to which Vice Chairman Pitman agreed.

Selectman Shute stated that maybe they go back to them and say that they will waive it for meetings but events would be charged at a non-profit rate.

Mr. Harrington stated that he could certainly approach them.

Chairman Robertson stated that maybe they should negotiate with them before acting on the motions.

Vice Chairman Pitman took back his motion.

Chairman Robertson commented to the Board to see what they can negotiate with them. This is essentially asking for a waiver for anything without incurring cost.

The chairman thought that the rest of the paperwork was just information, Planning Board minutes and so forth.

Town Administrator's Report:

Mr. Harrington stated that he had several things for the Board tonight.

First, he wanted to bring their attention back to an item in their packet regarding the road surface maintenance that he was asked to investigate whether or not it would be appropriate to use impact fees.

He was told by the town counsel that probably would not be a good usage of that so they're back to spending money out of anticipated surplus if you wanted to do the project.

Chairman Robertson stated that they took a motion to approve the project and to his mind, if they have surplus he would just as soon try to use anticipated surplus as opposed to taking it out of the highway budget because they didn't tell the highway agent that they were going to do this and he's calculating his budget to come in on budget and the chairman stated that he would prefer to use an anticipated surplus then surprise him with a dip into his funds.

Mr. Harrington stated that his recommendation would be to put it under the town administrator's miscellaneous line for now and it wouldn't affect anybody else's budget.

Chairman Robertson asked if the Board was agreeable with that generally.

Selectman McGarry stated that it's good and necessary to have that done and certainly if they were going to be proposing a warrant article with funding for additional paving on town roads, it'd be good to come up with a priority list.

Chairman Robertson stated that he thought that this was something that they used to do in the past and he didn't think it would hurt them to have the priority list.

Mr. Harrington stated that he would move forward with that.

The second thing that he would like to bring back to the Board's attention is that a number of meetings ago, he brought a list of anticipated new computers that they need to purchase before 2020 for software updates that are not able to run on the current systems they have.

Again, he would emphasize Steve Jamele urgency that if they were going to do this, he would like to order them now as it takes several weeks to get the machines in, removed and replaced in all of the departments.

Chairman Robertson asked what the bottom line was on that again.

Mr. Harrington stated that it was \$13,000.00.

Selectman Shute stated that it was Number 4 on the list to which Mr. Harrington agreed.

Chairman Robertson stated that the amount was \$12,380.00.

Mr. Harrington stated that it was a little bit higher on the last thing.

Selectwoman McHugh asked if they were starting with department and see what they needed for computers.

Mr. Harrington stated that this is not all the departments. It is picking and choosing. For instance, the highest priority he's seeing right now is Kelly Roberts, the town clerk, has the oldest machine in the building and he would like to focus on that. He has already ordered that one because she's having difficulties with hers now.

It is certainly machines throughout the building, it's not everybody.

Chairman Robertson stated that he didn't know what the Board's pleasure was but is that something that they could agree to this evening to move forward with it.

Motion: Selectman Shute moves to go forward with the purchase of computers

Second: Selectman McGarry

Discussion: It was asked what the number would be and Mr. Harrington stated that he didn't bring that paperwork with him but \$13,000.00 was in the CIP document. Mr. Jamele had a different number on a different sheet.

Chairman Robertson stated that maybe they should make it an even \$13,000.00 and Selectman Shute stated \$15,000.00 to which they agreed.

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

Mr. Harrington stated that given that they have had the discussion with Avitar this evening and the contracts, did they want to address the assessing budget tonight?

It's not scheduled to be talked about until October 14th. Did they want to wait till then?

Chairman Robertson stated that they would wait until then so that they could review the contract.

Mr. Harrington stated that he just wanted to bring that up in case you wanted to deal with that.

Selectman Shute asked the chairman if the assessing budget reflects that contract to which Mr. Harrington stated that it does.

He put a copy with their other paperwork from the copy of Avitar. You'll look on the back page and you'll see an anticipated increase. He included the backup sheet and it's shaded. You'll see the difference in the price so they could look at that as well.

Chairman Robertson asked Mr. Harrington to give them a chance to look at that and they could come back to that.

Mr. Harrington stated that they heard from UNH concerning the emerald ash borer project that has been going on down behind Bicentennial. They tagged trees. They've been watching them and at this point, they're ready to harvest the trees. You have a copy of an email that was sent to me from the UNH representative and the Board needs to just read it over. They have some questions and they would like approval to move forward.

Chairman Robertson stated that he had reviewed the request and basically what they want to be able to leave pieces of the trees if they don't use on site where they are or somewhere in that vicinity. They also want to leave the cross sections. They take a cross section of the tree, remove the bark, remove the emerald ash borer itself and he believed its' larvae or whatever they can find.

They want to be able, and this is per the state guidelines that they are following to do this but they would like to be able to leave the pieces that once they are done with them, once they've removed the bark, they would like to be able to leave the pieces in the woods.

Given the trees which they use the term logs, these would not qualify as saw logs as they're fairly small ash trees down there. He didn't have a particularly problem with it.

There other request was that they wanted permission to be able to leave either a university or a u-haul trailer for a night or two in the parking lot so that they could put their forestry equipment in it that they need to remove the bark and saw the pieces of trees that are left over.

He didn't know if the Board had any particular objection to that, they could communicate that to them, otherwise as long as it doesn't interfere with access to the field, the field itself or the leach field over there.

Selectman Shute asked if they wanted to leave the u-haul in the upper lot, not the lower lot where the trucks are left to which the chairman stated that yes, up where they will be seen. He thought that they're going to store equipment in there.

Mr. Harrington stated that he had one last item that they were informed this week in a letter that their current health care plan, Tufts, that the town has, is merging with Harvard Pilgrim next year so if the town decides to keep the same health insurance, it'll either be some kind of hyphenated name or new name. Supposedly, it's for the benefit of everyone but he just wanted to let everybody know.

Chairman Robertson stated that he is assuming that the town administrator has been keeping in contact with Mr. Bald and that will be available sometime in late October, early November.

As soon as he can get it to him, he'll bring it to the Board.

Mr. Harrington stated that was all he had this evening.

Unfinished Business:

CIP Prioritization

Mr. Harrington had gone first and they have their Capital Improvement Program request and evaluation forms and stated that he would let Mr. Harrington take the lead on this.

Mr. Harrington stated that they Sylvia van Hallick from the Southern NH Planning Commission. She can take the table and speak to any questions that might have. He knew that they've had a chance to review all of the priorities. He has added additional information for them.

One was a large sheet that came from Southern NH Planning which kind of broadened out what the project are and forecast into the future and second is a chart which has a little more of a descriptor. It's a multi-page, landscape page and then you also have all of the backup that you received several weeks ago.

He thought that Sylvia tonight, was looking for the Board's wishes on prioritization and possibly a project year that any of you would like to see some of these larger capital improvements start before they start putting the whole report together.

Chairman Robertson stated that he would start by saying that he thought that all these things clearly need to be implemented but what jumped out at him, first and foremost from this Board is probably fire and life safety code improvements.

He didn't know how the rest of the Board felt about that \$78,000.00 tagged item. He would love to say that his first priority is the lighting and the cracks in the roof at the Town Hall which he thought was important but when there is fire safety code listed, that sort of stands out as a responsibility of the Board to him and he believed that was across the breath of town buildings, not just this building, not just the Town Hall.

They had a breakdown in the first plan of the buildings and what it entailed.

Selectman McGarry stated that he had that as a high priority himself as well. The other one that he was somewhat surprised that it wasn't listed and that's the police station. For him, that would be a high priority.

Chairman Robertson stated that would certainly be higher priority to him than the South Fire Station Facility improvement and the ambulance.

He thought that it was a little more detained than the flat amount for the vehicle and also this is the last year of the ambulance contract. That might become a priority sooner rather than later.

Selectwoman McHugh stated that if they could renew their contract, that would buy them another five years and Mr. Harrington confirmed that it was a five year contract.

She continued that this is what they usually are and Vice Chairman Pitman stated that even if it is three, it gives them a jump on it.

Chairman Robertson asked if it were likely that they would give them another multi-year offer to which she replied that she didn't think that they wouldn't but you never know as they are pretty busy.

Selectman McGarry asked if they were going to go through the list with high, low and medium and Mr. Harrington added to add a possible project year.

Selectwoman McHugh asked if they could add the police station and Mr. Harrington stated that they could add it at the end.

Chairman Robertson stated that he really thought that the number one priority would be the police department.

Vice Chairman Pitman stated that he put it down as number 1.

Chairman Robertson stated that he would put it down as number one. It's not listed here

Mr. Harrington asked if the project year would be next year to which multiple Board members agreed.

Chairman Robertson stated that he didn't know what other people's thoughts were but the fire safety code improvement should be number 2 for next year.

Mr. Harrington stated that he thought that they should at least start prioritizing and chipping away at it.

Ms. van Hallick stated that the \$78,000.00 project, did they want it in 2020 and also high priority to which multiple Board members agreed.

Ceiling Repair

Chairman Robertson stated that he would just take them in order. He didn't know how the Board felt about the ceiling repair. He thought that it probably needs to be done. It's \$1,000.00. They could probably swing that.

Ms. Van Hallick stated that that item doesn't qualify for a CIP. Usually, typically, you have a threshold for a capital improvement program. That's a \$1,000.00. She didn't know if that was something that they wanted to have in the budget.

Chairman Robertson stated that it could probably come out of the building maintenance budget and so let's actually remove that. They could replace it with the police department.

The emergency paging system.

Chairman Robertson didn't know how the other board members felt but given the other communication options that this is a relatively low item of his.

Ms. Van Hallick stated that her understanding and having a conversation with Steve was it all depends on what the telephone system upgrade is. When they review those different systems. Some can. If you get option one, for example, you can't do an emergency paging system. It's not compatible. If they do option three, then you can do an emergency paging system so it all depends on what they do with the telephone system upgrade.

Chairman Robertson stated, which brings them to the telephone system upgrade. He didn't know how the Board felt about that. He thought that they were probably at a position where they could save some money on their monthly expense with a telephone upgrade.

He didn't know if they were losing calls or having any problem beyond the potential for saving. Does the Board consider it as low or medium?

Selectman McGarry stated that he had it as medium.

Ms. van Hallick stated that again when she talked with Steve, depending on the options, when you look at them, one actually is a lower cost of what is being paid now. She thought John had a better idea whereas option three is...

Mr. Harrington stated that it was a supplement and not part of the original packet.

Chairman Robertson stated that at this point, he would still stick to the telephone system upgrade being medium but didn't know how the rest of the Board felt about it.

It was asked by Sylvia if she could have a year then, at least to which it was decided that it would be 2021.

4. Computer Workstation Upgrades

Chairman Robertson stated that they considered that a high priority and actually have made arrangements to handle it this evening so it probably should be struck off the list.

George B. White HVAC – Front part of the building

It would encompass the offices in this front rectangle and would be \$20,000.00

Chairman Robertson stated that he understood that the window units that they are using for air conditioning are inefficient but he wasn't sure how much inefficiency could be paid for with \$20,000.00.

Most Board members stated that they have it at very low or low and one stated that it should be low to no.

Sylvia asked if they wanted to state a year to which it was stated 2025.

Transfer Station Expansion

After listening to the transfer station director this evening, he didn't know if the expansion of it is a priority at this moment. He thought the preservation of it, he thought, was a bigger priority than even the expansion of it.

If they were not spending the money that they thought they needed to maintain it, he didn't see making the expansion a priority. He didn't know how the rest of the Board felt.

He thought that they should put that has low.

Vice Chairman Pitman asked if they couldn't convert that to improvement, it has to stay as expansion since it is more to maintenance than expansion?

Sylvia stated that she thought that he would be thrilled in the brief time talking with him about this. It's her understanding that it is very hard to use the present equipment, to keep up with the need. There is a lot of people that come.

It seemed like maintenance was definitely one issue but trying to keep up with the growth and that's why this is a project due to the growth.

Maybe what he had written there was that she thought that there wasn't enough information written on the project sheet so she wanted more information and maybe that's something that they ask him to provide is some additional information to see what he intends.

Vice Chairman Pitman stated that if it said expanding, it'd be a lot easier to open up one more day if they are having a problem meeting the needs.

Chairman Robertson thought that still, the expansion is still relatively low.

Selectwoman McHugh stated that when she was working on the safety committee, they were talking about running water up there and asked if that was on his sheet to which Sylvia stated that it wasn't.

Sylvia stated that she was glad that she mentioned that. If someone comes in with something that's a bit dicey, they have no place to wash. They have no eye station similar to what is currently at the fire station.

People bring a lot stuff to the transfer station and there's no place to rinse off, things like that so the plumbing, that could be in a budget item to bring up some of those basic safety and that's why it needs more information.

Chairman Robertson stated that maybe they want to withhold ranking of the transfer station expansion until they have a little better understanding of what might go into it.

Sylvia stated that she would be in for an hour in the morning so she could beat him over the head to find out.

Building Safety Code

Chairman Robertson stated that they thought that they agreed that it was high priority.

EMS Vehicle Replacement/Ambulance Purchase

Chairman Robertson stated that he thought that Selectwoman McHugh could give some clarification on this but he thought those are two distinctly, different things. Whether they wanted to purchase an ambulance or whether they simply want to replace the EMS vehicle.

Selectwoman McHugh stated that she knew that they had talked about this before and that was to replace the EMS vehicle with an ambulance to get people used to driving one, seeing one and possibly use it if Raymond Ambulance wasn't available. She knew that they talked about that before.

It would still run the same way as the rescue vehicle runs today. They would have it in five years if Raymond didn't want to contract with Deerfield anymore, they would have an ambulance.

Chairman Robertson asked Selectwoman McHugh if maybe she could give them her recommendation as to what priority it might be.

Selectwoman McHugh stated that it would depend if they got the contract this year and stated that she thought it would be medium.

Chairman Robertson also added that with a 2004 vehicle to some certain replacement is going to be high. He didn't know what the hours were on the vehicle so did they want to say that it is medium or high.

Vice Chairman Pitman stated that it should be medium and all others agreed and agreed the year should be 2022.

Town Hall Elevator

Chairman Robertson stated that in his mind, the priority is high, the community does not seem to feel it's a high priority. They have been talking about it for a decade with no particular attractions. He didn't know what the Board's wishes were.

Selectman McGarry stated that he had it at low and the chairman asked the Board if all were in general agreement that's a low priority at this point.

Selectwoman McHugh stated that with people being charged to use it, she thought that they're losing people that are using it to begin with.

Priority was set to low and the year was set to 2025.

South Fire Station Facility

South Fire Station facility improvements \$420,000.00.

Vice Chairman Pitman asked who dreamed that up and Chairman Robertson stated that this would be a relatively low priority if they were going to spend close to half a million dollars, he would be looking back to the police department. He didn't know how the rest of the Board feels.

Vice Chairman Pitman stated that it should go low as it could go and the chairman asked if the year would be 2026.

Selectman McGarry asked about the score being 28 and asked what the max score was that it could be ranked to which is was confirmed 30 was the highest and this was a 28.

Chairman Robertson stated that yes, it was ranked 28 but with no particular specifics or conversation at least with this Board prior at all, he didn't feel comfortable making it high.

Ms. van Hallick wondered if there's a report that talked to this and stated that yes, Primex report has been attached.

Vice Chairman Pitman stated that that station has been fixed up the most of any of them in the last few years.

Chairman Robertson stated that he thought that the Central Fire Department and the police station would certainly come to mind to him before that one.

Vice Chairman Pitman stated that if central was fixed, they could bring over the other truck.

Ms. van Hallick asked if they wanted 2025 and low on this.

Vice Chairman Pitman stated that he had 2026 and the chairman stated that it should be 2026 and low.

Pumper/Tanker Replacements

Chairman Robertson stated that he assumed that this was in keeping with the schedule that they have for replacement of vehicles and also with keeping with money that they have been setting aside each year to do things like purchase fire trucks.

It's got a 27 rating and didn't know how the Board felt. He thought it was at least medium and Selectman McGarry stated that he had medium also.

Chairman Robertson asked if they had a year in mind and it was stated by Selectman Shute that they didn't know the schedule. Chairman Robertson stated that this is what he was wondering what the schedule year was.

Ms. van Hallick stated that one was a 1980 and one was a 1987.

Chairman Robertson stated that typically the fire department has a schedule for replacement of each engine and he wasn't seeing any reference of that there.

He stated that he would hesitate to make a guess for the year if they if they have a specific year slated year specified already.

Ms. van Hallick asked if maybe Mr. Harrington could ask the chief for the vehicle replacement schedule and you will know on all of this.

Chairman Robertson stated that that would be very helpful he thought. They have always had a pretty exact idea of when they were going to replace each engine.

Central Fire Station

Chairman Robertson stated that it was a \$2 million dollar amount. He thought that this was a relatively high priority as they've been advised by Primex and as they have seen in the notations like they can't bring their newest fire truck to the central fire station because it won't fit.

He is not sure where the 2 million dollars came from but is that a medium priority and it was answered yes and it doesn't get dropped until they do the police department.

Chairman Robertson asked if they were in agreement that they could use medium priority for the central fire station and did they have a year in mind.

Selectman Shute stated that as additional information, he does have on his backup that construction would be 1.5 million and equipment of \$400,000.00 so he was following the Primex Report.

Chairman Robertson asked what the date was on it as the South Station stuff was dated 2015 and it was agreed that it was 2015.

Chairman Robertson stated that they could change it from medium priority if they would like but would they like to leave it at medium priority with the year being 2022 as a year.

It was agreed that was fine and the vice chairman stated that at least it doesn't get dropped.

Chairman Robertson stated that this was the basis of the schedule. He actually stated that he could probably pull a number for the police department from the information that is in their correspondence file.

He continued that he knew that they were going to need some sort of figure on this. He suspected that they knew what they had talked about earlier when they talked to the engineer and the architect design guy, it was in the 1.4 million dollar range.

Ms. van Hallick asked what the price tag was to which the chairman gave her the 1.4 million dollars for the police department and Mr. Harrington added that they have that as a high, 2020 to which they all agreed.

Ms. van Hallick asked if she could get a worksheet on that and Mr. Harrington stated that he would put the worksheet together.

Chairman Robertson asked if that gave them enough to start with anyway with the CIP Priorization to which Sylvia stated that she was all set.

Chairman Robertson thanked Sylvia for her time this evening and her help.

Chairman Robertson asked if there was any other unfinished/old/new business

Selectwoman McHugh stated that she thought that they were going to go over the Stryker Service Plan for the Lucas.

Selectwoman McHugh stated that she just wanted to renew this contract for maintenance. It's \$1,333.80 a year and they just had it maintenance and they have it done every year. They found that there was a broken leg on it and it was almost \$900.00 to replace the leg and with every year's maintenance, they swap out two batteries. She stated that the quote for batteries was \$475.00 a battery so she thought that it pays for it, she thought. She thought that they needed it.

Motion: Vice Chairman Pitman moves to approve the Lucas Maintenance Contract of \$1,333.80

Second: Selectman McGarry

Discussion:

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

Mr. Harrington stated that this was just a quote and not an agreement. It was just to get the movement to go forward he believed to which Selectwoman McHugh agreed.

Selectman McGarry was wondering who had the contract to do the roadside mowing. Vice Chairman Pitman stated that that was coming up.

Mr. Harrington stated that he was told by the road agent a week and a half ago that he was behind and that he would be starting the second week of September and the vice chairman stated that he got the same report.

Selectman McGarry stated that some of the grasses along Old Centre Road are really tall.

Mr. Harrington stated that he has been getting calls as well. That's why he had checked with the road agent.

Chairman Robertson stated that they like to typically get it done as school starts and typically they have had a late start from the mowing contract for as long as he was selectman which was when Mr. Purrington stopped mowing it with his side drop mower and his old Farm All.

Chairman Robertson stated that she had an announcement from Kelly Roberts. She would like the Board to announce that the 2020 SB-2 March election calendar is now online at the NH Municipal Association website and will be on the town's website shortly.

A few key dates to start thinking are, Tuesday, January 14th, 2020 – deadline for petition warrant articles, Wednesday, January 22nd, 2020 through Friday, January 31st, 2020 – declaration of candidacy filing period, Saturday, February 1st, 2020, town deliberative session, Saturday, February 8th, 2020 – school deliberative session.

With 2020 right around the corner, this is a great calendar to refer to ensuring they all Boards, Departments and Committees and the following schedule laws and tasks that need to get done.

He continued that he didn't think they would have to try to look it up on the NH Municipal organizational site because it's apparently going to be on the town shite shortly if it's not already.

Vice Chairman Pitman stated that Kelly does a good job.

Other Business

Selectman Shute stated that he just wanted to say that they installed the playground over at Hartford Brook this weekend. It was the donated money from the Deerfield Cooperative Preschool.

There was a really good group of people there and got it done in a day and a half and the fencing will be coming along as well as other ADA improvements to the Hartford Brook.

Seeing nothing else, Chairman Robertson stated that if possible, he would like to go into a brief, non-public session.

Motion: Vice Chairman Pitman moves to go into non-public session under RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Second: Selectman McGarry

Discussion:

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

Chairman Robertson stated that there was no action taken in the non-public session and would take a motion to seal the minutes of the non-public session.

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

Discussion: Selectman McGarry

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

There was no action taken in the non-public but there will be now.

Motion: Selectman McGarry moves to increase the town administrator's salary by 4% effective October 1st

Second: Selectman Shute

Discussion:

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

Citizen's Comments:

Harriet Cady – Old Centre Road

She stated that if she heard right, they would be paying Avitar over \$340,000-\$350,000 dollars. They haven't gone out to bid on the assessing contract for god knows how long and she would like to know why because most of the companies, you can call DRA and they can prove what she is saying, that the companies are now leasing or franchising the software that Avitar uses so they could pick right up where Avitar is and use the same software to set values.

She realizes that values have gone up a lot and she agreed with what Evan said. There are going to be some surprised taxpayers in this town.

It's about time that they had fresh eyes look at the town's assessing and she thought if they called the assessing standards board, they have all the names of the assessors in the state and what towns they assess and then they could talk to those towns and see how they feel about it.

She knew that Sanbornton is using their assessing out of MRI. That's that one.

She stated that she didn't know how many of the Board watch the legislative legislation that passes, especially in regards to the towns and how it affects the towns.

She was reading JLCR – Joint Legislative Committee on Rules and Administration. Every department in the state must bring their rules to be approved by JLCR. Once JLCR approves them, they go into the calendar to be approved by the whole legislature unless somebody removes them.

Recently, she was looking at the JLCR calendar and both the fire marshal of this state and the building code board went for a list of improvements, she restated new rules.

Normally, they take those rules from the International Firemen's Association and the International Building Code Board and she thought that people should be looking at them before they get approved at the state and then come down on the towns with a bill to do this, to do that.

Such as she went up and complained to JLCR because he happened to see the rule that every house that was built was going to have to have a water sprinkling system or if you did a 50% improvement renovation.

She thought that you could ask that any rules proposed by a department, specifically affecting towns be sent so that they could read them and put their words into JLCR before they are approved.

When you go, as she did, the only one they're really paying attention to is the insurance companies, the builders and developers and the firemen that show up and want it.

She sees the cost of our fire department that has been asked to do this, asked to do that. The police department with the vests and so forth.

Her final comment is on the fact that you were talking about these offices here and having to do some renovations.

If they do get a new police department, the possibility is that they would want to move those offices level, across the hall from Kelly so that they wouldn't have any handicap access problem as you now.

Motion: Vice Chairman Pitman moves to adjourn

Second: Selectman Shute

Discussion:

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

Next Meeting: Monday, September 19, 2019, 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*