

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
September 30, 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

Quarterly Report – Fire/Rescue – Chief Matt Fisher

Chief Fisher stated that he had a few pages there to kind of bring the Board up to date and what they are looking for for the new year.

Currently, they were at 334 calls for the year. At the end of September last year, they were at 330 calls so they were 4 calls up from last year at this time.

At the end of the month, they held a Water Rescue Technician class which was put on by Water Resources out of Kennebunkport, ME. The same company that does their ice water training.

Through that class, they got 13 certified water rescue technicians, all members of the department.

Speaking with John today, they were going to open up another posting for more call members. It will be the same posting that they had in the building, the Forum, Facebook, town website, that sort of thing to see if they could get some more volunteers that would be interested in joining the department.

He has had a few conversations with members in town and it really hasn't gone anywhere recently but there were a few people reaching out with some interest.

Recently added another training night to the department on a monthly basis to continue with their training efforts and cover some more topics throughout the year.

In regards to the projects going on at the fire house, the EMS room downstairs is nearing completion. He wanted to extend a thank you to the Board for the assistance with redoing the roof, especially Ray Ellis who was a big help and Charlie Wheeler for getting the project done.

The day crew was able to help with getting the shelves up and painting the room as well as a work detail on the weekend with call members and volunteers doing a great job trying to reorganize it.

The contractors are working on the second-floor offices and have the sheetrock up and are started to tape and mud. That project is moving along. Looking to have that done by the end of November.

With the work downstairs completed with the EMS room, the other thing that they are looking to do by the end of the year is to get the gear room situated. That is the old rescue bay and now that the EMS supplies are out of there, that is where the gear will go.

That will be another item off the Primex report. It will keep the protective equipment away from the exhaust from the vehicle's downstairs in the apparatus bay.

Along with the gear room, they are looking to create some more storage. When they move the gear from where it is now, it will open up the area behind the radio room. That is going to open up some space and they have a few ideas as to what they want to do with that space. More to come.

The annual maintenance on the LifePak12 which is the cardiac monitor, and the Lucas device has been completed.

Back in August, they completed the annual hose and ladder testing. Pump testing has been completed. Engines 1, 2 and 4 passed the pump test. Tank 2 failed again. It fails every year. Basically, they are going through some efforts with the truck to make sure capacity isn't decreasing significantly.

The advice from the contractor that did the annual pump test stated that the truck was not worth the funds to redo the pump. It is a 1987 which puts it at 32 years old and NFPA has a 25-year life span on the trucks and then they have to be replaced. They were at that point that it is not financially responsible to rebuild the pump.

Coming up this month, they will have their annual testing for the Jaws of Life units, full testing of the SCBA's. He was not sure if many on the Board were familiar with the Mass Casualty Trailer that they had between the towns of Deerfield, Raymond and Epping.

Captain's McHugh and Dubiansky with the two chiefs of Raymond and Epping trying to get an idea of where all the equipment is, how they wanted to move forward with it. Since they got the trailer in 2007, there has been protocol changes and research in the EMS world and events in general have changed how they look at those types of incidents and what they would need for equipment and material.

They have back board in there and now they don't put people on backboards, don't use spinal boards anymore to move people anymore. Things have changed dramatically in the past decades and the need to adjust those resources.

Moving forward and the equipment on Tank 2 and other trucks start to age out, they are having some failures. They had a vent saw fail and it is at an age where the manufacturer doesn't have parts making it unserviceable. Luckily, they have another one that is still running so they are going to keep the old one as a parts unit, if you will.

Throughout the year, they are starting to have more pieces of equipment age out and fail. Probably towards the end of November, beginning of December going to see where the budget stands to see if they could replace some equipment.

The aging of Tank 2 and other trucks that are getting a little older are needing a little more maintenance and care. Speaking of which, the Tahoe failed its inspection today. According to Banks, and he had some pictures of it, they have rotten rocker panels and quarter panels that will need to be replaced. He stated that he would work on getting a few quotes for that.

It's the same as last year and that they keep putting money into something that is 15 years old with 165,000 miles on it and is due to be replaced.

The last topic that he had was, and he knew that there was some discussion in the fire/rescue department participating in the town wide yard sale to move forward with some of that surplus material. He just wanted to hear from the Board what the plan was with that and any guidance that they wanted to give. The biggest concern is putting prices on things. He knew that there were some low prices on things and the bids were rejected before so how do they stand about putting values on things and what happens if nothing sells.

Chairman Robertson stated that he didn't think that that board has cemented anything. It was a suggestion that came up and it primarily it came up as opposed to an auction because it doesn't appear that there is enough value to attract an auctioneer. Looking for their fee on the backend of a sale so if they did an auction, they would most likely have to pay an auctioneer up front. It's likely that they would have to pay up front what they would realize from the sale of old hoses and Indian pumps.

They are at a little bit of a quandary and it was a little bit of free thinking that perhaps particularly small items, as he recalls he thought that there were some axes, rakes and that sort of thing that might fare better in a yard sale type of environment with some reasonable prices on them that would get people to get some enjoyment and use out of them and they got out of the trailer behind the fire department.

To the chairman's knowledge, they have not done anything more concrete than mention it at the last meeting or the one before.

If they have recommendation or opposition or anything like that, they would be happy to hear his comments.

Chief Fisher stated that he didn't know another way to try to get rid of some of the small items other than bringing them with other metal to Harding's and disposing them.

Chairman Robertson stated that they talked about that as well.

Chief Fisher stated that besides the requirement of time on that Saturday from the department, his biggest concern is how they were going to generate the prices that would be on the items or is it going to be first come, first serve, make an offer and they would accept it or at the end of the yard sale day, are they going to have the same pile of stuff kicking around. And then what is the plan?

Chairman Robertson stated that he thought that it was something that the Board needed to discuss tonight under new business because they didn't have much time left.

John did help and got him the signup paperwork for the yard sale which there is a deadline of Thursday at 2 and also there is a fee to register for the event to which Chairman Robertson stated that there was.

Chairman Robertson asked if there were any questions for the fire chief while he was in attendance.

Chairman Robertson stated that he noticed that they had a very sizable expense for what looked like life jackets and thought that it was in correspondence with the water rescue training that was done to which the chief answered yes.

Chief Fisher stated that for those that aren't familiar with boating, there are five different types of life jackets, Class 1 and so on. For water rescue operations, they should have a Class V life vest that has a particular D ring in the back which is where they get hooked up to the shore line with a latch on the front.

If the rescuer was to get caught on a branch or something in the water or in a dangerous situation, they could pull the tether. The rescuer would be floating free but not stuck on whatever was there. It was to get a) equipment for the class and b) the proper life jackets for the operation of the boat.

Chairman Robertson asked if he had a rough idea as to how many were gotten and the chief answered that it was four.

It caught his attention because he has a swift water class V, quick release, d ring life jacket that was about 50 percent of the cost of one of the units. He bought it a while ago so who knows.

Chief Fisher thought that he would be looking for a non-public session at the end of the meeting.

Chairman Robertson stated that they had a couple of changes to the agenda.

Steve Jamele, he knew wanted to talk with the Board but he was going to bump him and go with Nick Lawrence who wanted to speak to the Board about two items because he didn't think that he needed to hold Nick through budget discussions.

Nick Lawrence – Parks and Rec

The first thing is the town wide yard sale and they were also looking to be a part of that. They have some sporting equipment, old event tee shirts, ping pong table that there is no space for in any of their rooms, an old drum set that they are really not sure where it came from, things like that that they are hoping to sell in the yard sale. He was looking for the Board's blessing on that.

He is planning on speaking to the Parks and Rec Commission on Wednesday regarding this.

Chairman Robertson stated that he didn't think that there would be any opposition from the Board in particular in doing that at all.

Like Matt, they would probably have to throw things away in order to get rid of them as they are really no use to them.

Chairman Robertson asked if they were going to use the George B. White facility as their location to which Nick stated yes.

Chairman Robertson stated that he thought that they had the Board's blessing on that.

He thought that the other thing that Nick wanted to speak to the Board about personnel action requests for his staff.

Nick stated yes. So last year the Parks and Rec Commission supported the new wage scale and they decided that they would do it on an annual basis based on positive reviews and follow that scale and make sure that they give the employees an incentive regularly on an annual basis.

He stated that he did fill out forms for all employees that were positive this year and he had a little stack of them for the Board if they agree.

Chairman Robertson stated that he did see them. He didn't recollect the actual wage scale adjustments that were made last year. He asked if they had a specific percentage affiliated with all of the them or do, they differ by individual?

Mr. Lawrence stated that he thought that they stick to a 3 percent which he thought that they set up but he didn't have the scale in front of him either but he thought it was and it varies depending on position in Parks and Rec.

Chairman Robertson stated that they would handle that when they get to signatures and appreciate his input.

Steve Jamele – IT Department

Chairman Robertson stated that maybe before they hit the budget, he wanted to speak about additional funding for computer upgrades.

He stated that he gave a couple of sheets explaining why it was needed here in this building because of the police, the town clerk and credit card information. The town is actually required to be up to date to Windows 10 so that they can get security updates because Microsoft is abandoning Windows 7 in January 2020.

Having the updates isn't a promise that there won't be problems but the requirements are they do have those.

There are only 4 computers in the tax collector's office, clerk's office. There the ones that are required to have it but unfortunately, they are on this network and therefore every computer on the network has to be updated too.

Plus, it's a good idea to update them all so that they won't be vulnerable.

It's not something that he would like to do with setting up all these computers but it's something that they are going to have to do.

Chairman Robertson asked if the Board had any questions for Mr. Jamele about this. He knew that John had talked to the Board about this several times going into it and there hadn't been much question.

Selectman Shute asked how many computers were there and it was answered that there were 17 computers and that included the computer in the PD., three for the fire department and three for the library. He also has the one upstairs that he uses which is going to be a little more expense because he uses it to render all the videos and that really bogs it down. There is also a notebook for the Supervisor of the Checklist. So that ends up being 23 plus the notebook plus his computer upstairs.

Chairman Robertson asked if he had his budget copy with him to which he answered that he did not. He was just down there for the computer explanation but if they had questions, he could probably answer them.

Chairman Robertson asked the Board if they wanted to talk about the IT Budget while he was there and they agreed since he was, that they might as well.

Essentially, what they are showing is roughly a 29 percent increase request moving from \$55,974.00 to \$72,663.00 and the bulk of that is IT equipment which he has pretty much explained to the Board.

Mr. Jamele also stated that they were upgrading Office as well so that is another \$2,300.00, \$2,400.00.

Chairman Robertson stated that they had pretty good backups with the estimates for each particular piece of software.

Mr. Harrington stated that when he came to the Board a meeting ago, he showed them a proposal for \$13,000.00 and thought that was what the Board approved for the upgrades prior to the end of 2019.

What Steve is coming here tonight if for some additional funding needed to cover the fire department and the library which was ...

Selectwoman McHugh remarked that she thought that the fire department was on that \$13,000.00 but Steve stated that they were not and he hadn't even put that on until this week.

Mr. Harrington stated that the funding for this would come out of anticipated funding surplus this year and Steve has already done the initial order based on the Board approval and Steve was looking for an additional six machines.

It would be an additional \$16,000.00.

Chairman Robertson stated that it was included in the budget for 2020 as presented.

Mr. Harrington after asking Mr. Jamele stated that it wasn't included in the 2020 budget as that equipment was different.

Chairman Robertson stated that they should hold off on approving the budget until a corrected budget could be brought forward but he thought that this answered questions that they had from this part.

Kelly Roberts – Town Clerk/Tax Collector – Notice of Impending Deed; schedule of events

Chairman Robertson stated that Ms. Roberts was there to go over impending deed actions and the schedule with which that moves.

Ms. Roberts stated that she was there tonight to talk about the deeding and the 2016 liens that are up for deed.

Earlier today, she sent by certified mail and also first-class mail, a notice of tax deed to all property owners with outstanding 2016 and older. There are 22 parcels on the list with November 1st, 2019 as the due date.

Between now and October 28th, the Board of Selectmen will need to determine for each parcel one of the following two things.

Deed the property for non-payment of taxes or sign a waiver to delay acceptance when acceptance which would subject the town to undesirable obligations or liability risks.

The clock has started on this. The notice has been sent so she will be returning to the Board's meeting on October 28th to collect their final decisions.

On Friday, November 1st, she will be preparing the deed transfers per the Board's instruction and will record them at the Rockingham County Registry of Deeds.

She also had there, the clerk's copy of the deeding binder that contains all the required noticing, property information and research for each parcel. She has given the town administrator a duplicate copy of this binder for his office should any of them want to review those files in more detail.

She has also provided each member of the Board a quick reference that contains the total amount of taxes due for each of these parcels to aid in their decision making.

There is also an orange folder which contains deed waivers for the parcels that the Board will need to decide to either deed or not to deed by October 28th.

Ms. Roberts asked if the Board had any questions.

Chairman Robertson stated that they didn't and thanked her so much for the reference guide. It's handy for them to use to organize their decisions.

He asked Ms. Roberts if she had any recommendation beyond providing the Board with a reference guide and a list of properties?

Ms. Roberts stated that she thought that there were a lot of land owners parcels that are listed and there are a lot of parcels that they could clean up.

Normally they wouldn't see this number of parcels to be deeded but she thought that they had an opportunity to fix their bottom line and not only take the land parcels but to get them back on the tax rolls.

Chairman Robertson asked if Ms. Kelly's budget was on the schedule for this evening to which she stated that it was and did they want to do that while she was there.

Town Meetings/Elections – Page 6

So, the first item that she would like to talk about is the meeting budget. It is up about 18 percent due to the increase in elections in 2020.

She thought that the increase spoke for itself and the chairman stated that he would agree.

The chairman asked the Board if they had any questions.

Motion: Vice Chairman Pitman moves to approve Town Meeting/Elections budget of \$13,203.00

Second: Selectwoman McHugh

Discussion:

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

Town Clerk/Tax Collector – Page 3

The budget for the town clerk/tax collector is slightly lower than the default. The biggest change is bringing her salary up to a comparable level compared to other department heads and town clerk/tax collectors that work in towns their size.

This is a budget that she has been able to work with and the budget that she inherited so that is why the figures are in different spots.

Chairman Robertson stated that just for the record, they are looking at a decrease of a couple of thousand dollars. It was \$118,061.00 last year and it is now \$116,568.00 as proposed right now.

Motion: Vice Chairman Pitman moves to approve the town clerk/tax collector budget of \$115,568.00

Second: Selectwoman McHugh

Discussion:

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

MBC – Page 9

Chairman Robertson asked Mr. Harrington if they had a number for the MBC to which he stated that he did not so there will be skipping them. He is assuming that it will be similar to last year's budget.

Mr., Harrington apologized and stated that he did have the MBC budget.

Chairman Robertson stated that the MBC budget has been submitted with an amount of \$1,202.00 up 30 percent from last year's \$927.00.

The budget has been all over the place because of difficulty finding a recording secretary. The budget committee would like to have a recording secretary and he is assuming that is why they increased the number a bit in hopes to attract someone.

Chairman Robertson asked if there was a recording secretary to which it was stated that yes, they did.

Motion: Vice Chairman Pitman moves to approve the MBC budget of \$1,202.00

Second: Selectman McGarry

Discussion:

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

Chairman Robertson asked if he saw a note stated that there would not be anyone for Emergency Management and Mr. Harrington stated that it was correct that no one would be there tonight.

Welfare – Page 64

Ms. Greig stated that with respect to the welfare budget, the amounts were pretty much level funded. They are seeing relatively very stable numbers especially trying to predict the amount that is needed is difficult especially right now given the very, very high rental rates and low vacancy rate in the county in this part of the state.

She has been doing a lot of outreach and fortunately the expenditures thus far through the first six months of the year, again have seen a little bit of an up tic in the last couple of weeks.

Chairman Robertson asked if there were any questions for Ms. Greig while she was there.

Motion: Vice Chairman Pitman moves to approve the Welfare Budget of \$70,562.00

Second: Selectman McGarry

Discussion:

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

Agencies - Health and Social – Page 62

Chairman Robertson stated that the Board had a list of agencies that Ms. Greig has proposed to fund.

Ms. Greig stated that pretty much the social service agencies, these are pretty much level funded. There was a little bit of shift with respect to one of the agencies which kind of was incorporated into another and it was \$100.00.

Looking at the numbers last year, what she did was adjust the number up for Rockingham Nutrition and Meals on Wheels Program which has a very extensive network there and does daily visits during the week days for residents that are on their list and as well a slight bump in the American Red Cross and she was talking \$50.00 each on those.

Otherwise, the other agencies are level funded and as you will see in the backup literature, there is a reference to the amount of work that they have done for residents in the past year.

Chairman Robertson stated that the increase that they were seeing on their budget sheet was from the employee physicals and testing that was thrown in there as well.

Motion: Selectman Shute moves to approve the Agencies – Heath and Social in the amount of \$38,816.00

Second: Selectman McGarry

Discussion: Selectwoman McHugh stated that she thought that they talked about this last year but why different departments were under Denny.

Ms. Greig stated that the physical for new hires, for whatever reason, has traditionally been there. It is not under her purview at all. She just picked up social agencies somewhere along the line.

Chairman Robertson stated that it was his understanding that it is the line code that DRA prefers them to use for that.

Mr. Harrington stated that is how it ended up in there since he has been there.

Ms. Greig stated that she just handles the social agencies. She doesn't handle the other part.

It is correct to be under different departments but she is not responsible for conducting the physicals or testing.

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

Planning Board Budget – Page 17

Selectman McGarry stated that they had a meeting last Wednesday night and everyone was okay with the budget with the exception of adding in an additional \$350.00 for an electric screen proposed to be located behind the chairman to be used in conjunction with the projector they have.

The budget would be increased by an additional \$350.00 resulting in an amount of \$42,258.00 which is \$2,251.00 decrease from the current budget.

Motion: Vice Chairman Pitman moves to approve the Planning Board Budget of \$42,258.00

Second: Selectman McGarry

Discussion: Selectman McGarry stated that the screen they thought could go to the right of the Town of Deerfield Flag and they felt that it should probably be coming out of their budget because they would probably have more use for it than any other department.

Chairman Robertson added that this Board certainly would get some use out of it as would Conservation he would assume. Just the ability to put maps up in a good, visible format would be nice.

Selectman McGarry stated that they generally have demands for it on every one of their cases.

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

Chairman Robertson stated that they still had the Building Department Budget that they had listed there that they had not finalized last time. He didn't know if the Board wanted to take that up this time or if they wanted to kick it down the road further.

The Board was in general agreement to move it out further.

Regular Business:

Review of Outstanding Minutes - none

Chairman Robertson stated that they didn't have minutes from the last two meetings to approve and asked Mr. Harrington if he could put together some unapproved minutes for both of those meetings so that they have them on file and compliance, that would be good to which he stated that he would.

Accounts Payable Manifest - \$51,531.90

Motion: Vice Chairman Pitman moves to approve the Accounts Payable Manifest in the amount of \$51,531.90

Second: Selectman McGarry

Discussion: Chairman Robertson stated that one thing is that he mentioned the life jackets which was something that caught his attention and wanted to mention while Jeff was here and that was he was surprised at the cost of the plaque for Hartford Brook which was about a \$1,000.00 as he recalled from looking through the details.

Selectman Shute stated that he didn't know that they were doing a plaque.

Chairman Robertson stated that it didn't come out of the budget, it came out of the Parks and Rec Revolving Account and he probably should have asked while Nick was there. The commission might want to rein in \$1,000.00 plaques.

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

Signatures

Chairman Robertson stated that the first thing that needs a signature is a letter of congratulations to new minted Eagle Scout, Justin Szubielka of 14 Nottingham Road here in Deerfield. There is a certificate and a letter from the Board of Selectmen as requested to the Town Administrator from the last meeting.

They had a refund request from the Town Clerk/Tax Collector. It is a motor vehicle registration refund of \$14.00. Resident Chris Nelson overpaid \$14.00 in renewal fees. The state has refunded their portion of the fees and Kelly would like to refund Mr. Nelson's town portion.

Motion: Vice Chairman Pitman moves to approve the refund to Chris Nelson in the amount \$14.00

Second: Selectwoman McHugh

Discussion:

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

They had the 2019 MS-1. This is Deerfield's Summary Inventory of Valuation. New valuation without utilities is \$515,798,491.00. It looks like the total utility value is \$69,842,700.00.

This has been in the file for a little bit and there is a list of the historic barn's easements on the back of the last page.

He stated that they needed a motion and he needed to sign it.

Motion: Selectman McGarry moves to approve the MS-1 and have the Chairman sign it in the amounts stated above.

Second: Selectwoman McHugh

Discussion:

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

Chairman Robertson stated that if it is wrong, it's Evan at Avitar's doing.

Chairman Robertson stated that he didn't know what the Board's pleasure is. They had personnel action requests that were submitted by the Town Administrator for a number of employees last week and they probably have 17 personnel action requests from Nick at Parks and Rec that were given tonight.

He didn't know if the Board wanted to review them before they take a vote and sign them or what action that they wanted to take at this time.

Selectman Shute stated that he thought that the Parks and Rec ones were following the adjusted salary wage scale that was approved by the Board last year.

Chairman Robertson stated that it was a 3 percent bump that was presented for staff members that have received positive reviews.

Selectman Shute stated that he was just trying to keep staff on.

Selectwoman McHugh thought that some of the staff had gotten raises last spring.

Chairman Roberson state that they had adjusted individual members and he could run through the list of people that were there.

Kevin Hill, Assistant Director of Parks and Rec
Cameron Treantafel, Staff Aide
Angela Papaladoria, Staff
Alyssia Papaladoria, Staff
Phillip McPherson, Lead Staff Supervisor
Amanda Gamache, Staff
Haley Stevens, Staff
Emily Pelletier, Staff Aide
Laura Houle, Hourly Employee, Parks and Rec
Cote Shimmer, Part time Staff
Brandon Comrey, Staff Aide
Emma Blenkhorn, Staff Aide
Evan Butchowski, Staff Aide

This is essentially the folks that are running the After-School Program and the Assistant Director of Parks and Rec.

Mr. Harrington stated that he thought that Selectwoman McHugh was remembering is when they redid the wage scale, it did make adjustments to the supervisory staff. There was about 4 or 5 different changes. This would be across the Board for the rank and file staff not the supervisory staff so you are correct in remembering that they did make some adjustments.

This would be a merit increase based on an evaluation.

Chairman Robertson didn't know what the Board's pleasure was at this point.

Motion: Selectman Shute moves to approve the 3% increases requested by the Director of Parks and Rec

Second: Selectman McGarry

Discussion: Vice Chairman Pitman asked if this is falling into their October range to which the chairman stated that this is exactly in the time frame that was discussed that they would like to use as far as annual review and pay adjustments.

Vice Chairman Pitman asked Selectman Shute if this will clean it up to which he stated that he believed so.

The vice chairman stated that if they do a COLA, it would be on top of this and the chairman confirmed that it would be if they proposed a COLA in the new budget.

Selectman Shute stated that a COLA would increase the wage scale and they needed to remember that it isn't under the town budget but under the revolving account.

Vice Chairman Pitman asked if it made a difference to which Selectman Shute stated that it does funding wise but it is still giving them a raise.

Chairman Robertson stated as Selectman Shute stated that the wage scale was previously approved and if they approved the wage scale and then denied the wage adjustment, it wouldn't be correct.

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

The other personnel action requests that they had outstanding were the, and he believed that it was a 2% increase that John had recommended following annual review for Raymond Ellis, Denise Greig, Steve Jamele, Nick Lawrence, Peter Lemay, Randy Long, and Richard Pelletier.

He didn't know if the Board had a chance to come in and review the numbers and what it would do to raises, that sort of thing.

Motion: Vice Chairman Pitman moves to approve the personnel action requests as read

Second: Selectman McGarry

Discussion:

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

If the Board didn't mind, he would put all the personnel action requests aside to sign them after the meeting.

Selectman Shute stated that a follow up on the plaque question, the plaque was in recognition of the donation made by the preschool.

It says:

"Welcome to the Hartford Brook Playground where this project was made possible by a generous donation from the Deerfield Cooperative Preschool with funding supported by Deerfield Parks and Recreation Department – 2019"

That is what the plaque was for and it is mounted by the playground.

Chairman Robertson stated that he did see pictures of it. It's an outstanding looking plaque.

Correspondence

They had the orange folder that the town clerk/tax collector referenced with the deed waivers and instruction for the process. As they heard Kelly say, the Board will need to go through this list and have recommendations for the 28th of October regarding which pieces that they wish to move on and if there are any that they don't.

Other than that, there is some general information. A letter from the NH Division of Historical Resources regarding the Historic District, Planning Board minutes, wetland impact permit information, and a letter from DES regarding upcoming Lamprey Instream Flow Management meetings.

Town Administrator's Report

A couple of items for the Board.

First, he was getting back to the Board with an answer to a question that they had last week regarding the escrow account, specially the Cottonwood settlement.

He did talk to town counsel and his recommendation is to stick to the original proposal. There's nothing in the statute that would lead the Board to decide otherwise than to return it to the originator of the bond.

Chairman Robertson asked if he had any knowledge if the originator was in country or not?

Mr. Harrington stated that he did not. He stated that he would bring that back to the Board at another meeting, probably the following meeting to make a decision on whether the Board would like to release those funds.

The rest would go back to unclaimed property to the State of NH.

The other items were Parks and Rec participating in the town wide yard sale and that has been answered so that is all for him tonight.

New/Old Business:

None heard

Chairman Robertson stated that he would take Citizen's Comments at this point with the acknowledgement that they are going to go into non-public session and may or may not take action when they come out of non-public session.

Citizen's Comments

The only question that was had by someone in the office was the letter from the Department of Historical Resources regarding the Historic District.

The letter was from Brandy Laughlin, the National Register and Tax Incentive Coordinator at the NH Division of Historical Resources.

It was asked if it was related to the cemeteries to which it was answered that it did not.

"She was pleased to inform you that the Old Deerfield Historic District to include the following properties in Deerfield, NH. Which are 51 Church Street, 58 Church Street, 68 Church Street, 70 Church Street, 24 Lang Rd, 51 Meetinghouse Hill Road, 53 Meetinghouse Hill Road, 8 Mount Delight Road, 20 Mount Delight Road, 24 Mount Delight Road, will soon be considered by the NH State Historical Resources Council for nomination to the National Register of Historic Places."

It was the person in the audience's understanding that it would also include the cemeteries.

Chairman Robertson asked the person to go to the microphone. He was sorry, he should have mentioned that from the onset.

There are all private residences that have been incorporated into the historic district.

The person stated that it was what the letter states. He thought that the cemeteries were also going to be a part of that historic district.

Vice Chairman Pitman asked what cemetery and it was replied it was the Meetinghouse Hill Cemetery.

Vice Chairman Pitman stated that it was nothing to do with his land to which it was stated that no but three of the properties listed are his or he should say that he manages them.

Chairman Robertson stated that there is no specific cemetery listed and he didn't think that they considered 51 or 53 Meetinghouse Hill Road, cemeteries.

Chairman Robertson stated that actually, Mr. Rhodes is on the Heritage Commission and he didn't see them copied on the letter. It appears to have gone to the Deerfield Board of Selectmen, the Rockingham County Commissioners Office, and L&M Preservation.

Perhaps they could make a copy of that letter and get it to Mr. Rhodes as a representative of the Heritage Commission.

Mr. Rhodes stated that procedurally, the commission exists at the pleasure of the Board, that would have been the normal course anyway.

The council next meets on October 28th so there is a small window of time to contact them.

Mr. Rhodes thought that the procedure from the Division of Historic Resources was that they contact all the land owners in the proposed district. He didn't expect to be addressing the Board but having heard that he was wondering why the cemeteries weren't included in that.

Chairman Robertson stated that they had to get back to them anyways as they have Meetinghouse Hill Road improperly listed.

Chairman Robertson stated that he didn't know but maybe he could email this person this person if it was okay. They were going in to non-public and don't have a copy available immediately but they would get him a copy and would also be notifying them as they have the road identified incorrectly. They could certainly inquire about the Meetinghouse Hill Cemetery as well.

Mr. Rhodes stated that he will send an email to the person writing the letter.

Chairman Robertson stated that the Board would appreciate it and he may be speaking for himself but he is not familiar with any of the details of this particular project.

Mr. Rhodes stated that he would be happy to fill him in if he would like him to do so.

Chairman Robertson stated sure, if he could give a brief synopsis.

Mr. Rhodes stated that the group of land owners banded together to, much like the historic district in the center of town, have a district recognized by the NH Division of Historic Places which is the first step in a process to get the downtown area recognized by the National Registry of Historic Places.

It has nothing to do with any town sponsored historic district, it is just a historic district that is recognized by the state and the federal government.

The one at the four corners would be recognized as an agricultural district to recognize the agricultural past of the town if it gets approved.

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 Shute

Discussion:

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

Chairman Robertson stated with this motion that they will be going into non-public session with the fire chief.

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

Second: Selectman McGarry

Discussion:

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

He had two personnel action requests.

The first is Jeremy Bacon who is an on-call fire fighter and EMT. They reviewed his qualifications with the fire chief and is looking to increase his hourly rate from \$10.00 to \$14.00.

Motion: Vice Chairman Pitman moves to approve the personnel action requests as read

Second: Selectman McGarry

Discussion:

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

The next was a personnel action request for an on-call fire fighter Chris Gallant who is also a paramedic and the fire chief is looking to increase his wage from \$14.00 an hour to \$18.00 an hour.

Motion: Vice Chairman Pitman moves to approve the personnel action requests as read

Second: Selectman McGarry

Discussion:

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

Motion: Vice Chairman Pitman moves to adjourn at 7:44 pm

Second: Selectman McGarry

Discussion:

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

Next Meeting: Tuesday, October 15, 2019 at 5:30 pm

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