

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
April 13, 2020
MINUTES**

Call to Order

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

Present: Andrew Robertson, Chairman; Richard Pitman, Vice Chairman. Fred McGarry, Cindy McHugh, Alden Dill, Selectpersons.

Pledge of Allegiance to the Flag

Chairman Robertson stated that much like their last meeting, if the group is in agreement, he would forego the Pledge of Allegiance as they aren't all necessarily looking at a flag.

Erroll Rhodes – Heritage Commission Presentation:

The chairman didn't know if this was one of the folks that was having difficulties dialing in to which the town administrator stated that it was and he had just given him the password so hopefully they will get him in in short order.

The chairman stated that maybe they could move along to the Conservation Commission update. Would that okay.

Mr. Harrington stated that everybody got their quarterly report to which the chairman agreed. He asked if they wanted him to read it to which the vice chairman stated that he was all set.

The chairman stated that actually, if he could, depending on, looking at his paperwork there and if he didn't mind doing, it might be good for the sake of the record.

Mr. Harrington stated that he would read it. The date on it was March 30, 2020.

"To the Board of Selectmen from the Deerfield Conservation Commission. First Quarter, 2020 report.

Members of the Conservation Commission offer the following quarterly update to the Board of Selectmen.

During the period, DCC members have worked with the Planning Board to complete proposed revisions to the Deerfield Zoning Ordinance section 210 – Wetlands Conservation District that won approval of the town on voting day.

In response to a Board of Selectmen inquiry, about its interest in parcels that were proposed for auction in the spring of 2020, the Deerfield Conservation Commission have researched and recommended that three parcels on Reservation Road be retained by the town for conservation purposes.

Members reviewed criteria contained in the "Deerfield Open Space Plan" and the "NH Wildlife Action Plan" and noted that one of the parcels is located within 1500 feet of the town's largest aquifer.

Given their respective locations within the "green" infrastructure and status as a "highest rated habitat" in the biological region, and highest rated habitat statewide, their recreational potential and their role in connecting large, unfragmented ecologically important areas, members voted to "request that the town retain the Reservation Road properties, Tax Map 418-25, 418-26, and 418-62 for conservation purposes."

In its oversight capacity, the Deerfield Conservation Commission has been researching the status of the Brown's Mill Corey Wildlife Open Space Subdivision and the existence of a \$2,500 bond that was to have been posted for hydroseeding of the conservation area.

The hydroseeding was to have been completed as part of the reclamation of the gravel pit as a condition of approval.

The Deerfield Conservation Commission will be submitting a memo with historical documentation to the Planning Board to update them on the status of the project and to determine what recourse the town may have.

Members met with leader, Jude Delaire, representing eleven cub scouts in Pack 138, who have offered to construct a replacement for the sign at the Dowst-Cate Town Forest trailhead as a community service project.

The sign at the Freese Town Forest was suggested for the template for the new Dowst-Cate sign and after some research, it was concluded that it should read, "Dowst-Cate Town Forest and Park, gift of Gilbert H. Knowles, 1983".

Members agreed to purchase four-turtle crossing signs to be posted in opposing directions at each of two locations in May.

The project was initiated by resident, Chris Carr, who is doing the legwork for the project. Deerfield Conservation Commission is awaiting input from the NH Fish and Game on locations for placement that would have the biggest impact.

And finally, members voted "to request the reappointment of current members Wes Golomb and Brian Adams for terms of office beginning May 1st, 2020 and ending April 30th, 2023."

Both Mr. Golomb and Mr. Adams have agreed to continue to serve."

Mr. Harrington stated that that was the end of the report.

Chairman Robertson stated "great" and stated that he appreciated him doing that.

Chairman Robertson asked board members if they had any comments or concerns regarding the Conservation Commission's Report?

Vice Chairman Pitman asked if he should make a motion to retain that land that they asked for on Reservation Road or how would they go about it.

Chairman Robertson stated that he thought that they would need to discuss it further. He stated that he knew that they had been given some legal advice with regard to what they might want to do and what they might not want to.

Vice Chairman Pitman stated that they wanted to do it before June 20th, 2020 when they have the auction, correct?

Chairman Robertson stated that yes but they definitely need to talk about it as an agenda item and have Mr. Harrington give them some background information to which the vice chairman remarked, wonderful.

Chairman Robertson stated that the only thing that he would mention is in regards to the Brown's Mill Road and Corey Wildlife area, there was a \$2,500.00 bond to hydroseed that but right now it pretty much looks like a moonscape and he didn't know if hydroseeding it would do much good to anyone but to the person laying the hydroseed down for the \$2,500.00.

They may want to have them get out there and take a look as to exactly what it looks like before they move forward with a hydroseeding contract.

Selectman McGarry stated that he agreed with that.

Chairman Robertson asked if there were any other concerns, questions, comments regarding the Conservation Commission report?

Vice Chairman Pitman stated that he thought that it was well done.

The chairman stated that he appreciated the town administrator for reading it for them.

Chairman Robertson stated that with that behind them, they would move back to the original first item on the agenda which was the Heritage Commission presentation and he believed that Heritage Commission member Erroll Rhodes is going to lead the presentation of the information that they got.

The chairman stated that they did receive copies of it from both Mr. Harrington and Mr. Rhodes earlier and he would recognize Mr. Rhodes.

Mr. Rhodes thanked him and stated that he would like to start at the beginning of the report and summarize why they had asked for this opportunity to present.

Primarily, they have been having a number of meetings, regularly scheduled meetings and posted minutes about those but had not really come to the select board until they had their "act" slightly together to get guidance, feedback, advice as to parameters and procedural steps that they might not be aware of and also to get other information with regard to other funding opportunities and limitations and then to get an idea of reasonable timelines that then they could follow as a commission reporting to the select board.

Having stated that, the idea is that they want to make sure that they are on good footing with regard to the mandate, that the language is primarily taken from published sources, mainly on the website but mixing in a little bit of the Planning Board language since the understanding is that the Heritage Commission would, among other things, advise the Planning Board with regard to some of its activities.

He also wanted to mention the projects that they are involved in or moving ahead with, subject to all the purpose issues stated below.

They have the Deerfield Heritage map that they are working on and not unrelated to that, updating the Heritage Commission website, putting together a Deerfield Heritage Commission Facebook page which exists right now but probably needs to be updated and also they are trying to take up the town hall use study which all of these things and Ms. Bouvier is on the line he thought, who is on the technology side of the first three items so he would ask her to speak to those and would help out as requested. And he would speak about the town hall use study.

Aside from those items, of which he would go into in a second, they have some ongoing items they are following up on as they have time which is to digitize the existing resources data files. They have communications with historic district property owners. They have been pondering communication with all Deerfield citizens through a town newsletter and came to be involved in the new masterplan, if and when the town takes that up to update or revise, he guessed which he thought was not approved at the SB2.

With that, Deb, could you speak to the heritage map, commission website and Facebook page?

Ms. Boisvert stated that the commission already has a website. It's old and dated and what she is working on right now is to move all of the information from that site to a new site.

When they launch that new site, it will have all of the old information plus additional information and at that point, they will launch the Facebook page because they will have items from the website to post.

Both of those are kind of maintenance work in terms of communication. They have had them in the past and they want to just update them so that they are a little bit easier to access.

The Heritage Commission map is on the second page of the report that they sent and that would include much of the information that is already on the Heritage Commission website but it would be in a "map" format, hopefully so that people could look at different layers of information.

It would include the National Register listed districts in town. They are working with the Cemetery Commission to include a layer that would be information about cemeteries as well as the state historic markers, the Deerfield scenic roads, the Lamprey River Scenic Byways and then some of the older information like the Cultural Resource survey from 1984, the Deerfield Barn Survey from 2006 and more recent, Northern Pass Cultural Resource survey information would be included. Those would be layers on the map.

They are working from a model that Center Harbor has used and if you look at the very bottom of that report, on that page it has a link to that. They have been fortunate to interface some of their layers with the town tax map and she didn't see that all of these layers would be relevant to the tax map but certainly the cemeteries and the National Register area would be particularly important for planning and information as well as the scenic roads and byways could be important for development.

Because it would interface with the tax map, there would be issues of how that would work. They have started talking with people who are involved with the Center Harbor project which they encourage the Board to look at.

They kind of need some affirmation from the select board if they are interested in them pursuing this and they would need to interface with tax map folks to proceed with that.

Ms. Boisvert asked the Board if they had questions about those three projects.

Chairman Robertson stated that he didn't know if they had questions but (couldn't transcribe due to noise) exactly would he would expect the Heritage Commission to be doing.

There looks to be some invigoration and energy in the group at present.

Ms. Boisvert stated that the Heritage Commission feels very strongly that the heritage of Deerfield is critical to people's appreciation of the town and to have better access to this information so that people can have ready access online where they expect to have information today would be best.

Chairman Robertson asked the Board if they had any questions or comments for her.

Selectman Dill stated that he thought that it was a good idea. He thought that it was a well laid out plan.

Selectman McGarry stated that this information will be really helpful once they will be finally able to get to update the master plan. He didn't think any of this was included in the previous master plan.

Chairman Robertson asked if there were any other comments.

Selectman Dill stated that he thought that he could speak for Fred but he is having a hard time hearing him and he thought that Fred was as well. Every time that he says something, he can hardly hear him.

Chairman Robertson stated that the microphone on his laptop computer is gone so he is using his phone.

Chairman Robertson stated that if there are no other comments then they could turn it back to Mr. Rhodes to continue.

Mr. Rhodes stated that the idea that the map would be sort of a focal or a focusing exercise for the town actually speaks a little bit to the reality of this town, unlike a lot of towns, there is no one center, it's all over the place. There's the Briggs', there's the Parade, there's Old Center, New Center, and there are a couple of other places that actually qualify along those lines and yet, if there is one thing that will get anybody in town focused, it is the town hall.

As can be seen over the last six or seven months, the town hall has come up on a number of occasions, whether it was because of the contra dance thing, or the fire issue or the fire regulation issue thing, he should say or anything else, so it seemed sensible to wrap all that into a coordinated, detailed, researched sort of look at the town hall and how it is used, how it can be used, what the factors are. It is a meeting place. It's a historic building and yet it exists in the modern world where insurance and fire regulations, advances without historic preservation as a leading criterion.

So, the idea is that they would set up or pursue a study of this, if the select board thinks this is an idea worth pursuing, with the town administrator, and Mr. Ellis, looking at all the data in terms of what is or what can be done, what the physical plant issues are, what the fire safety and security issues are, the insurance constraints are.

The ADA issue has been on the ballot for the last three years and has suffered worse each year and yet there is no lack of emotional connection all over town to the building so he guessed the idea is to wrap all this up and figure out what makes the most sense.

Looking at other towns, speaking with the Preservation Alliance, there are folks there who have worked with other towns in doing this kind of thing.

He thought that they were blessed in that, relatively speaking, ADA access aside, they don't have huge, structural issues. They do have preservation issues but not huge structural issues which obviously tends to run into money.

To come back to the select board with a study to look at and to put on to a warrant article makes sense for a way to make it so that the town hall may be able to be used for small meetings. He has no idea if that is possible but he knew that they have looked at and have turned away people that have been most interested in using the town hall for offsite meetings. He stated that he has done some himself actually but they are not that well organized to do it so

they have to figure out what they should be doing to make it something that would be profitable and offset the cost of preservation, insurance and access issues going forward.

So, the idea is to do a study to see if they can come up with some proposals that make sense and then put it to the select board for further action.

Chairman Robertson stated that he thought that it was an excellent proposal. Over the years, they have sort of moved as they needed to in regard to regulation and usage of the town hall without a particularly, well-researched plan although certainly Mr. Harrington and Mr. Ellis have done more than has been done in the past in that regard.

The chairman asked if other board members had any comments or questions for Mr. Rhodes?

Chairman Robertson stated that hearing none, at this point Mr. Rhodes, he thought he could take it that the Board likes the looks of their project list and they like the idea of the town hall study and if anyone disagrees, please speak up right away now.

Selectman McGarry stated that he was certainly in agreement.

Chairman Robertson stated that he thought that it was an excellent way to proceed with regard to the town hall. It is truly a community treasure and it deserves this kind of attention and he is glad that there is a group willing to step up and provide it.

Chairman Robertson stated that if there are no further questions or comments, he would thank him much for his presentation.

Ms. Boisvert stated that here is her question about the map. How would she go about interfacing with the people who put together the tax map because some of the work that they need to do through technology would not interface with that map but some of it would and she would not want to put in the work of setting up the connection without knowing exactly what they would need or what it would cost or what would be involved.

Chairman Robertson stated that she would coordinate that with, in coordination with the town administrator and Cartographic Associates, (CAI). He is not an expert in their software and technology but he believed that they fairly easily could add layers, as necessary and add datum, as necessary. He knew that they could do that for conservation purposes, wetlands, that sort of thing. It would seem to him that they could work easily and effectively with her regarding heritage work too.

Ms. Boisvert stated that she thought that it was the same company that deals with Center Harbor and they have worked with them before but she didn't just want to make that step without the official go ahead of the selectmen.

Chairman Robertson stated that it looked like since there weren't any issues from the board members, the only concern would be if working with them would give the town a \$25,000.00 bill, something like that. The board would certainly want to know about that well in advance.

Speaking for himself and others and join in but the board's primary concern about the Heritage Commission interfacing with Cartographic Associates would be if it generated a cost to the town.

Selectman Dill stated that it seemed pointless if the Heritage Commission did the same job that has already been done as well.

Chairman Robertson stated that if there were no questions or comments to the Heritage Commission presentation then he would move along to the regular business.

Selectman McGarry asked the chairman if Ms. Boisvert would work through Mr. Harrington in regard to the map to which the chairman stated that yes, that he thought that Mr. Harrington would be able to give her the contact information to contact Cartographics. He may be wrong. It may be Steve Jamele is the better contact but John could certainly help.

Mr. Harrington stated that he could certainly state with Deb and work with her and if he needs to pass it off to somebody else, he will get that information.

Regular Business:

Review of Outstanding Minutes of March 25, 2020

Motion: Vice Chairman Pitman moves to approve the minutes of March 25, 2020

Second: Selectwoman McHugh

Discussion:

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

Accounts Payable of April 6, 2020 - \$52,585.33

Motion: Vice Chairman Pitman moves to approve the accounts payable of April 6, 2020

Second: Selectman Dill

Discussion:

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

Accounts Payable of April 13, 2020 - \$45,384.06

Motion: Vice Chairman Pitman moves to approve the accounts payable of April 13, 2020

Second: Selectman Dill

Discussion:

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

Payroll Manifest of April 6, 2020 - \$76,867.46 (gross), \$50,223.65 (net)

Motion: Selectman McGarry moves to approve the payroll manifest of April 6, 2020

Second: Selectman Dill

Discussion:

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

Chairman Robertson stated that it is under the agenda as new business and he also notes that they need a vote on the 2020 MS-232. He asked Mr. Harrington if they needed to discuss that before they went into voting? He didn't know if the Board had seen the latest.

Mr. Harrington stated that he sent the MS-232 to everyone.

Chairman Robertson stated that the Board has seen it except for himself and also, they need a motion to approve the MS-232.

Vice Chairman Pitman asked if there was a dollar amount on that to which Mr. Harrington stated that the total approved voter appropriation was \$4,536,666.00.

The vice chairman stated that he just wanted to make sure that he had the right amount.

Motion: Vice Chairman Pitman moves to approve the MS-232 for 2020 in the amount of \$4,536,666.00

Second: Selectman Dill

Discussion:

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

Signatures and Correspondence

In the signatures and correspondence, he is going to ask for motions even on the "Notice of Intent to Cut Wood or Timber" just because they need to be able to sign these although they normally don't make a motion on things like that, they should have a verifiable vote to move them along.

Report of Wood Cut/Timber Cut. This is essentially a request, actually, Mr. Harrington, is this a request (couldn't understand) or is this informational? It isn't showing the tax amount.

Mr. Harrington stated that the first one is Hopkinton Forestry. That is with John King, Map 418, Lot 051. There is a total although he was sure that they are seeing it on their page.

Chairman Robertson stated that he could see the amount but didn't know if that was the actual report of proceeds of the cut or if it was the timber tax levy amount.

Mr. Harrington stated that it was the actual timber tax levy amount.

Chairman Robertson stated that they needed a motion to levy a timber tax of \$6,267.92 for the cut on the John King property, Map 418, Lot 51.

Motion: Selectman McGarry moves to collect the timber tax levy of \$6,267.92

Second: Selectman Dill

Discussion: Vice Chairman Pitman asked the chairman what road that was on and the chairman stated that he didn't have the map.

Mr. Harrington asked the vice chairman to hold on a minute while he looked it up. He confirmed that all he had was a map and a lot number.

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

Timber Tax Levy – Mark Shubelka and Jennifer Shubelka, 14 Nottingham Road – Timber Tax of \$424.92

Motion: Vice Chairman Pitman moves to collect the timber tax levy in the amount of \$424.92

Second: Selectman McGarry

Discussion:

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

Chairman Robertson stated that next, he had three applications for Veteran's Property Tax Credit or Exemptions

The first is from John and Debra Daggett. The credit is for John and they requested the \$750.00 amount. He stated that he was indeed able to review the paperwork and appeared to be in order.

Motion: Vice Chairman Pitman moves to grant the Veteran's Property Tax Credit in the amount of \$750.00 for John and Debra Daggett

Second: Selectwoman McHugh

Discussion:

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

The second is from Donald T. (Didn't get this person's name) and he is requesting the \$750.00 Veteran's Property Tax Credit.

Motion: Vice Chairman Pitman moves to grant the Veteran's Property Tax Credit in the amount of \$750.00

Second: Selectwoman McHugh

Discussion: Vice Chairman Pitman asked the chairman if they have to be a resident or just a property owner in order to get the credit. The chairman stated that he didn't know. The vice chairman stated that he knew that it would help him, being on the lake.

Chairman Robertson stated that they may want to table this one until they get an opinion as whether it has to be a resident or not.

Vice Chairman Pitman stated that he didn't want to grant it and then have to take it back. Some day he may move there but as of right now, it says that he lives on Maple Street in Manchester.

Chairman Robertson asked the Board if they were in agreement that they would table the second request until they found out if the Veteran's Credit is applicable to secondary, seasonal homes?

All members agreed to table until they found out the answer.

Vote is tabled until further information is obtained.

The third is from Joel Miller and he is requesting the \$750.00 Veteran's Credit

Motion: Vice Chairman Pitman moves to approve the Veteran's Credit in the amount of \$750.00

Second: Selectwoman McHugh

Discussion:

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

The chairman stated that he is going to read the "Intent to Cut Wood/Timber. He stated he was going to read all the names and then ask for a vote on all of them if that is agreeable with the Board? They don't usually make motions on these; the Board just signs them but as long as they are conducting this online....

Susan and John Smith, Mountain Road, Map 415, Lot 74
Mel Katz, Mt. Delight Road, Map 411, Lot 70
George Thompson, Ridge Road, Map 414, Lots 75 and 76
Sharon Lavers, Nottingham Road, Map 409, Lot 64

Motion: Vice Chairman Pitman moves to approve the four presented Intents to Cut

Second: Selectman Dill

Discussion:

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

Moving along, the chairman stated that they had a refund request from the town clerk/tax collector's office for Norman Lanier of North Road in Deerfield.

The town clerk is requesting that they return \$77.00.

Selectman Dill asked if it was an overcharge of some sort to which the chairman stated that this is what it appeared to be. It was on a motor vehicle registration renewal. He paid \$445.20 and the actual charge was \$368.20.

Motion: Selectman Dill moves to refund \$77.00 to Mr. Lanier

Second: Selectman McGarry

Discussion:

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

Chairman Robertson stated that they had a request from Jessica Knowlton from 68 Gulf Road. This is for one of the properties on the water on Gulf Road that have the ability to have a dock on the lake across the street from their residence if they have a seasonal dock agreement with the Board of Selectmen.

Jessica has provided the agreement that she has partially filled out and she has also provided a certificate of insurance showing that she has personal liability insurance in the amount of a half million dollars on the property.

Motion: Vice Chairman Pitman moves to approve the dock permit

Second: Selectwoman McHugh

Discussion:

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

Chairman Robertson asked the town administrator if those were what he had on his list for signatures.

Mr. Harrington stated that he had also sent out a town ordinance proposal and they had two oath forms that they needed to discuss. He stated that he didn't know how they wanted to handle it. He could go down the list in his report and they could talk about them then.

Chairman Robertson stated that they should do that, if he didn't mind and the chairman moved to the Town Administrator's Report.

Town Administrator's Report:

Selectman Dill asked Mr. Harrington, just so he could find it while the town administrator was looking, what was the ordinance one or where that was attached?

Chairman Robertson stated that he didn't see the ordinance one and maybe it was attached to something else?

Mr. Harrington stated that it was in a large grouping of documents and the vice chairman asked what it was about.

Mr. Harrington stated that it was relative to parking on Reservation Road and Pleasant Hill Road.

Chairman Robertson stated that he did actually see that.

Mr. Harrington stated that he would start at the top of his list.

First off, he wanted the Board to know that all the mowing requests for bids have been posted. They are due April 24th, 2020. He has scheduled a bidder meeting this Wednesday. Ray will be attending by phone. They will be having it outside in front of the G.B. White Building where he will hand out maps and addresses to all the locations for any interested vendors to go look at prior to putting a bid in.

He has also had a discussion with Steve Rollins. He is currently reviewing the town's roadside mowing RFP as well as winter sand, salt, road reconstruction and gravel requests for bids.

So, once he is finished with those and gets those to him, they will get them posted as well but right now they aren't posted.

He did send some information on a request or proposal from St. Gene Auctioneer's to consolidate two sets of properties out by Freese's Pond with the thought that these are very small parcels and if combined, they may be more attractive for anyone looking to buy them in the town auction.

Chairman Robertson asked if they were the Lewis Drive properties?

Mr. Harrington stated that this was correct.

There are two sets. There is Map 208, Lots 111 and 112 and Map 208, Lots 117, 118 and 119.

He knew that he spoke briefly to Selectman McGarry about this at one point when he came into the office that it might be helpful for the auctioneer and the process if they were combined. It is not absolutely necessary but that would be up to the Board.

Selectman Dill asked if this is something that has been done previously to which Mr. Harrington stated that no, not in his tenure there.

Chairman Robertson added that these are extremely small lots on the northeastern side of Freese's Pond that count on several of them. He wasn't sure of the size of them. He thought that it was a quarter acre possibly or less.

Mr. Harrington stated that they were talking about, at least for the two lots, .11 acre and .15 acre. They are very, very small.

Chairman Robertson stated that these are basically small camp lots on the northeastern end of Freese's Pond. He thought it was a good idea for a couple of reasons. One, it might be more attractive to someone to buy and two, more attractive from a planning standpoint too. Have them actually have enough room to have sewage and a well on their own property.

Selectman McGarry stated that the other thing that he would like to be able to see on these, is some deed restriction that would state that these would not be considered, by and on their selves, buildable lots. He could see somebody coming in and buying two of these together and getting .2 of an acres and then trying to go to the Board of Adjustment and get a variance on it. He didn't think that they should be able to. These should be, primary focus should be to allow the abutters that are currently there to be able to take and acquire those and add them to their current lots.

Selectman Dill asked how did this work for abutters? Looking at the tax map, is there an abutter on either side of these already? He would hate to knock out that exact scenario by combining them.

Selectwoman McHugh stated that she thought that they were supposed to ask them already and the vice chairman added that they were.

Selectwoman McHugh continued that she thought that they were going to go to the abutters and ask them if they were interested.

Chairman Robertson stated that he did remember a discussion regarding that.

Selectwoman McHugh asked if they had done that?

Vice Chairman Pitman stated that it would save auction costs.

Mr. Harrington stated that they could certainly do that.

Selectman Dill stated that he agrees with Fred and would hate to see someone buy these two and say, oh well, it's not even a quarter of an acre and now it's a buildable lot.

Chairman Robertson stated that if the Board is in agreement, they will initially contact the abutters and see if they have an interest in obtaining the parcels.

Selectwoman McHugh stated that she would like to see that and there was general consensus to do that and hearing no one not wanting to do this, that Mr. Harrington should move in this direction to which he agreed he would do.

Next, there is a request from Ray Ellis. There is a very old, handmade, wooden ladder at the town hall and Ray would like permission to remove it and get rid of it. It is a safety hazard and apparently, during one of the last rentals prior to voting day, someone actually used it, pulled it out of the back room and took the large, voting sign that was suspended from the ceiling, down, using that ladder.

They are afraid that somebody is going to use it again and it is a danger.

Vice Chairman Pitman asked if it was a step ladder to which Mr. Harrington agreed that it was but it is homemade, constructed and he has no idea of the age.

The vice chairman asked Selectwoman McHugh if it was there when they put the booths together to which she answered that it was.

Chairman Robertson stated that if there was no (couldn't understand), they could encourage Ray to stow away the ladder so that it doesn't get used and cause them some damage.

Mr. Harrington stated that he just wanted to make sure that the Board was aware. He didn't want to dispose of a historical artifact and have people come back. He is trying to do his due diligence.

Mr. Harrington stated that they covered the MS-232.

Chairman Robertson asked Mr. Harrington if he wanted to discuss the operating regulations for Pawtuckaway State Park. Was that the COVID-19 plan that he had forwarded which looks to have been put together on Saturday, April 4th that he had sent them.

Mr. Harrington thought that he had sent them the tax abatement governor's order.

Selectwoman McHugh stated that the chairman is talking about the letter, petition letter that was sent to them.

Chairman Robertson stated that he was actually talking about the operating plan that came from NH State Parks and Selectman Dill stated that it was sent out on April 4th. It was a Saturday operating plan. It went out to fire, the Board, a couple other people.

Mr. Harrington asked if that was the letter that stated what the park was doing?

Both Selectman Dill and Chairman Robertson stated that it was.

Mr. Harrington stated that no, he did not have that on his list. He believed that was a standing process that they were going to use. They didn't specify how long they were going to do it.

He continued that he had sent them another document that he wanted the Board's direction on which was the governor's emergency order allowing towns to issue a blanket tax abatement for anybody requesting hardship due to the COVID-19.

Selectman Dill stated that he had just found it and it was sent out Thursday. It was in the document packet for Monday's meeting if anybody is looking for the connection.

Mr. Harrington stated that there doesn't necessarily need to be a decision but in case he is going to get questions wondering whether the Board has discussed this. He has already gotten some questions on this matter. If the Board could just make a general decision whether a) they are going to keep the tax abatement requests individually and handle them one on one or b) or if the Board is interested in issuing a blanket tax abatement for anyone that comes forward?

Selectman Dill asked if this is just abatements of interest to which Mr. Harrington agreed and Selectman Dill continued that it was for interest and not property taxes in general and only during this period to which the town administrator agreed.

Selectman Dill also added that it would also include not foreclosing on tax liens.

Chairman Robertson stated that they were going to have to abide by it but what Mr. Harrington is asking is if they were going to do it on a blanket basis or do, they want to do it on an individual basis to which Mr. Harrington agreed.

Chairman Robertson asked what the Board's feeling was. Are they comfortable cooperating with the emergency order which he believed they were under full obligation to cooperate with but a blanket basis as opposed to having to meet with individuals?

Selectman Dill stated, like the chairman said, this is a state order and they are going to have to follow it no matter if they are comfortable with it or not.

Chairman Robertson added that since they are having meeting like this, it may be easier to do a blanket decision as opposed to individual to which Selectman Dill stated yes as well as Selectman McGarry.

Chairman Robertson stated that no, it was Emergency Order 25, pursuant to Order 2020-04.

Mr. Harrington asked if he could clarify for a minute?

The order stated that they are authorized to use their abatement authority to grant a blanket, it's not an order to grant a blanket authority.

Chairman Robertson remarked that it is odd because it is issued as an emergency order pursuant to an executive order. If it still up to the Board, how does the Board feel, do they want to do it on a case by case basis?

It was remarked by Selectman McGarry that this would be his recommendation.

Selectwoman McHugh stated that she would think so.

Motion: Vice Chairman Pitman moves to handle abatements as they have been done in the past which was on a case by case basis

Second: Selectman Dill

Discussion:

Vote: Yea 3, Nay 1, Abstained 0 – Motion Carries

Mr. Harrington stated that this brings them to the two oath forms. One is for Wes Golomb and one is for Brian Adams for the Deerfield Conservation Commission.

Chairman Robertson stated that is was his recollection that they had approved these.

Motion: Selectman Dill moves to appoint Wes Golomb and Brian Adams to the Deerfield Conservation Commission as written which is the recommendation of the existing Conservation Commission

Second: Selectwoman McHugh

Discussion:

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

This brings them to the Personal Action Request of Jackie Trimmer who would be the new Parks and Rec transcriptionist.

Chairman Robertson stated that they are looking for \$18.00 an hour and this is for the Commission to which Mr. Harrington agreed was correct.

Motion: Selectman McGarry moves to approve Jacqueline Trimmer as the new transcriptionist for Deerfield Parks and Rec Commission

Second: Selectman Dill

Discussion:

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

Selectman Dill stated that he is trying to find the thing that he sent out about parking. Selectwoman McHugh stated that it was in the packets but Selectman Dill stated that he couldn't find where it was attached at all.

Selectwoman McHugh stated that it was in the writing in the body of the email.

Chairman Robertson stated that basically what it says is that at the request of Chief Duquette to prepare a new ordinance to cover the newly placed "no parking" signs on Reservation and Pleasant Hill Road. Without a town ordinance, all tickets issued by the DPD would go to the state and not to the town.

Selectman Dill asked if they just had to approve that by a simple motion?

Mr. Harrington stated that he could read the ordinance if they would like. It is relatively short. It states:

"To be enacted on this date, April 13th, 2020, that whereas New Hampshire RSA 14:17 empowers towns to regulate parking on town roads and other activities on town property and whereas the Board of Selectmen has determined that such regulation will have a salutary affect on conditions at Reservation Road and Pleasant Hill Road, no person or persons shall park any automobile, truck or other motor vehicle attended or unattended along either road within 50 feet of any "no parking" sign placed by the Town of Deerfield along either road.

Any person violating the provisions of this ordinance shall be subject to a fine of not more than \$25.00 (twenty-five) for each offense."

Chairman Robertson stated that he would note for anyone listening, the no parking posting on Reservation Road, although he hasn't been out to look, is for one side of the road only and it is for a portion of one side of the road. The parking on the trailhead side at the sharp corner on the dirt section is still open to people parking. He also believed that it was only on one side on Pleasant Hill also.

Selectman Dill stated that he thought that they should get more signs down on Reservation Road. They are saying 50 feet between. There is quite a stretch in between some of those signs.

Chairman Robertson asked if the Board was in favor of the ordinance?

Motion: Selectman Dill moves the ordinance as written

Second: Selectwoman McHugh

Discussion: Vice Chairman Pitman added that signs need to be 90 feet apart because the ordinance states that there is no parking 50 feet from each sign.

Selectwoman McHugh asked how many signs had they purchased already?

Chairman Robertson stated that he didn't believe that they had purchased any. They are basically using the town's existing stock and he thought some of those, he didn't know if they had some that they use for the fair that they keep in storage and bring out?

Mr. Harrington stated that he had asked Steve Rollins to purchase more signs at the request of the police chief to make them more consistent along Reservation Road. Some of the signs say "No Parking Between Signs" and others just say "No Parking" and he said in order to have his officers enforce that, all of the signs would need to be consistent along that road.

He put him in contact with, gave him the information to contact the state to order more signs. He doesn't know if he has done that yet.

Selectwoman McHugh stated that they signed for some signs that were made. She stated that she thought that those were the "No Parking" signs.

Mr. Harrington stated that he would have to go back and look. He couldn't remember.

Selectwoman McHugh stated that she was just wondering if they bought them from the company but she thought that they could get them from the prison which would have been cheaper.

Mr. Harrington stated that this was the information that he had given him was for the prison so he didn't know what signs were ordered.

Chairman Robertson stated that maybe they needed to follow up on that. The signs that he saw when he visited Reservation Road, and he didn't park and he didn't hike, appeared to be older, used signs.

Mr. Harrington stated that he thought initially, Interrupted by Selectman Dill.

Selectmen Dill stated that it was a little haphazard and he could see how Gary might have a problem enforcing that.

Chairman Robertson continued that they were in favor of the ordinance. Mr. Harrington has contacted the highway agent about getting more signs and steer him towards the state program through the prison and he will get back to the Board with any other sign purchases that have been, if that is possible to which Mr. Harrington stated he would speak with him tomorrow.

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

Mr. Harrington stated that this concludes his report for tonight.

Unfinished Business:

Chairman Robertson stated that he had a couple of things that he wanted to discuss.

Probably first and foremost. They had a request from Claire's Country Cuts to suspend her rents for her hair salon as she had been ordered to close by the State under the Corona Virus State of Emergency.

He thought most of them were in agreement but he would like to make a motion in their meeting and discuss that and decide on whether that is something that they want to do.

Vice Chairman Pitman asked if they would do a month at a time?

Chairman Robertson stated that they could certainly do that as it is an evolving situation.

Chairman Robertson asked if someone could make a motion that they suspend the rent for Claire's Country Cuts on a month to month basis while this executive order prevents her opening as a hair salon.

Motion: Selectman Dill moves to suspend the rent for Claire's Country Cuts on a month to month basis while this executive order prevents her opening as a hair salon.

Second: Selectwoman McHugh

Discussion:

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

Chairman Robertson asked for other business and continued that he was contacted about the transfer station by two different people who wondered if they were implementing any specific protocols to keep people appropriately distant there. He didn't believe that they had.

His understanding is that they discussed financial interaction, between the attendants and public at large, attempting to limit distance there and he knew that he had talked to Cindy and he believed that the attendants had been provided face masks for them to wear.

He didn't know if anyone else on the Board has had contact from people about this or has any particular ideas? He was not sure how they could effectively enforce other than to limit the number of people at a time to enter the facility. He didn't know what the rest of the Board thinks, if that is an action that they are interested in at this point or not.

Selectman Dill stated that the last few times he went there, there is great distance between everybody and then somebody will get in a real hurry and pull their truck right in between the two trucks that were 10 feet apart. It is kind of frustrating but he didn't see anyway besides painting lines to park and throw your trash, he didn't see anyway that they could enforce anything up there.

Selectwoman McHugh asked if the attendants could just put a sign up saying like three vehicles up there at a time or four vehicles at a time and only allow a certain number of vehicles past the stop sign.

Chairman Robertson stated that this might be an option; a sign that just says "In order to prevent crowding during this particular time, no more than four vehicles at a time at the main hopper" whatever they think is effective and is going to keep people spread out there.

He asked the Board if they thought there was any value in this?

Selectman Dill stated that it was around the two trash hoppers his last two trips is where everyone was getting pretty close.

Selectman McGarry stated that he thought that it would be a good idea.

Chairman Robertson asked if they had a number in mind and gear it towards the main compactor, no more than four vehicles at the main compactor at a time, that sort of thing?

Vice Chairman Pitman stated that 4 sounded right and Selectman McGarry stated 2 and 2 and that it sounded right.

Chairman Robertson asked if that was something that Mr. Harrington could communicate to Rick?

Mr. Harrington stated that "No More Than 4 Vehicles at the Trash Compactor at Any One Time" which all agreed it should read.

Chairman Robertson stated that he hoped that there could be some signage created to post by the stop sign so people could stop while they are viewing the trash compactor and making their plans.

Selectwoman McHugh asked if the attendants are wearing their masks and gloves?

Selectman Dill answered, "not that he saw".

Chairman Robertson asked if that was something that they could direct Rick to speak with them about also? He thought that they definitely should. It's to their advantage to.

Mr. Harrington stated that the Board would like to request that the transfer station attendants wear their gloves and masks at all times?

It was answered yes by Board members.

Chairman Robertson stated that it was as much for their protection as the communities.

Selectwoman McHugh stated that she could get them some masks too even if they are just, somebody dropped off some homemade ones today. They could get them some.

Mr. Harrington stated that he will tell Rick tomorrow and have him get in touch with Cindy to get the supplies, how is that? Cindy was in agreement.

Mr. Harrington stated that he didn't know where Fred went.

Chairman Robertson stated that they handled the MS-232. Other business that folks want to talk about?

Selectwoman McHugh asked if she could go back to the "No Parking" signs?

The bill was from NE Barricade and the bill was for \$548.00 and she did believe that it said "No Parking Signs". She was just wondering how many he purchased for \$548.00?

Vice Chairman Pitman stated that that wasn't right to get them from NE Barricade as he should have gone through the prison first.

Mr. Harrington asked Cindy if it was just this month's accounts payable to which she answered it was on 4/3.

Mr. Harrington stated that he would have to look that invoice up tomorrow. It is already back with Pete.

She stated that she was just curious.

Vice Chairman Pitman asked to update them and the chairman looked in the manifest and the total was \$548.66.

Selectwoman McHugh asked if it said no parking and John asked if it was NE Barricade to which she answered yes.

Chairman Robertson stated that it doesn't say no parking but it was NE Barricade and there is also a charge to NH Correctional Industries right under that as well.

Mr. Harrington stated that he would get the invoice detail.

Chairman Robertson asked for other business or new business that they hadn't discussed.

Hearing none, he would look towards Citizen's Comments.

If citizens would like to comments, please identify yourself for the record so that they can get them in the minutes.

Mr. Harrington stated that Fred is back in. He was in the waiting room.

Chairman Robertson asked if anyone had any other or new business.

Selectman McGarry stated that he had a couple of things.

One, he got an email from Southern NH Planning with regard to the technical advisory committee and Alex Cote used to be on that committee and he didn't know if they wanted to take and extend that offer to Steve Rollins as the new road agent?

He didn't know what ever happened to why Mark wasn't included on that but that email went to Alex with a copy to Selectman McGarry so he figured that it would be a good idea to see if Steve wanted to be on that committee.

Chairman Robertson stated that he would definitely support that if Steve has an interest.

The other thing is with Steve being the new road agent, didn't know if they didn't want to take another look at the job description for the road agent and see if that needs any updating so they can pass that onto Steve.

Vice Chairman Pitman stated that it definitely needs updating.

Chairman Robertson stated that he would agree with Dick that they should definitely take a look at it to see if it needs updating.

Vice Chairman Pitman stated that he was all for it but it might need to wait until they could all get together unless somebody wants to try and get a copy of what they think they needed to do to update it.

Chairman Robertson asked Mr. Harrington if that was something that he could get them a copy of to which he said he could and the chairman added that they could start looking at it.

Mr. Harrington said to Cindy that he had sent her a copy to which she stated that he had.

He continued that he found one and he believed that it was from 2013 that he was able to find on the server so he can send that out to the Board tomorrow.

Selectman McGarry stated that the final item he had was associated with the bids for road reconstruction, he would like to be able to see the advertisement and what the bid form is before that goes out.

Mr. Harrington stated that he shared Selectman McGarry's concern with Steve today. He came in to talk to him today about those.

Mr. Harrington asked Steve to look at them. Steve needs to update them because the request for bids that were sent to him were from last year. He needs to adjust it for what the projects are this year and Mr. Harrington did mention

Selectman McGarry's concern about stipulating how deep the grinding should be and other particular details within the request so Steve is aware of that.

Selectman McGarry stated that he would like to see that before it actually gets put out on the street.

Mr. Harrington stated that once he gets it back from Steve, he can send them out to the Board for comment.

Chairman Robertson asked if there was anything else from folks.

Selectman Dill stated that on the same vein, when is the Board expecting to see that inventory of road conditions and etc. that they were talking about this spring?

Mr. Harrington stated that he did get a note not too long ago. Obviously, the current situation is going to hold this up somewhat from them getting out and doing their field work so he can reach out to them again but as of right now he didn't have an estimate.

They were more confident prior to this health crisis than now.

Chairman Robertson stated that they just need to make sure that it doesn't get away from them or if it does get away from them to make sure that they get some money back.

Selectman Dill stated that he didn't want to start fixing roads before getting that report.

Vice Chairman Pitman stated that they should have the say on that \$200,000.00 and not the highway agent and Selectman McGarry agreed. He continued that it is a serious chunk of change that the town went for. It should be in their pockets that they decide when and where once they get the prices.

Selectwoman McHugh asked if there have been any bids sent out yet to which he was stated that they have not as Steve is still reviewing them. They have not gone out yet.

Vice Chairman Pitman asked Selectwoman McHugh if she thought that the money should be kept separate, the \$200,000.00 that was approved, which she stated that she thought so to make the taxpayer aware of where it is going to which she agreed.

Chairman Robertson asked if the Board was in general agreement that before any of the \$200,000.00 warrant money is expended, that the Board of Selectmen needs to be involved in the plans and direction?

All agreed that they should.

Motion: Vice Chairman Pitman moves that before any of the \$200,000.00 warrant money is expended, that the Board of Selectmen needs to be involved in the plans and direction

Second: Selectman McGarry

Discussion:

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

Selectman Dill had one other thing and asked Mr. Harrington if he had talked to any other town administrators in the area about the state park issue?

Mr. Harrington stated that he talked with Raymond and their communication has kind of died back at the present time. They are not hearing anything about it.

One thing, he did talk to him last week. Their proposal or their petition that went up the same as ours, his comment it seemed to backfire because of all traffic ended up routing through Nottingham which has caused them more issues than they were prepared for and many of their local town roads were inundated with traffic

Chairman Robertson stated particularly the Nottingham entrance to Round Pond suffered heavily with people parking on what we would call Nottingham Road for Deerfield and Deerfield Road for Nottingham.

Mr. Harrington stated that apparently the public were moving barricades out of the way and using the roads anyway.

One thing he could share with them, he did get a public request this afternoon, it's a 91-A, requesting Board minutes regarding the petition. He stated that he would look into that tomorrow to see what he could offer them for information.

Selectman Dill stated that he thought that there were some individuals stirring up what they can stir up on this issue. Unfortunately, he thought that they were elected individuals in this town that are stirring up what they can stir up on this issue.

Chairman Robertson asked for any other comments.

If there is not, do they have any members of the public listening to which Mr. Harrington stated that it is just the five of them at this point.

Citizen's Comments:

None

Motion: Vice Chairman Pitman moves to adjourn at 6:52 pm

Second: Selectman Dill

Discussion:

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

Next Meeting: Monday, April 27, 2020 at 5:30 pm

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