

Board of Selectmen Meeting
December 7, 2011

Present: Selectmen: Mark Gilmore, Elizabeth Clarke; absent: Carolyn Shores-Ness
Town Administrator: Bernie Kubiak

The meeting was called to order at 7:00 pm.

Minutes: None

Public Comments: none

Selectmen's Announcements: Ms. Clarke announced that the BOS has hired a new Highway - Transfer Station – WWTP – Cemetery – Superintendent. His name is Shawn Patterson and he will begin work on December 19th. There was a good strong field of candidates.

Board of Health Announcements: none

Appearances before the Board

Oxford Building: Present: Vern Harrington

Mr. Harrington was present to follow-up on progress toward possible sale of the Oxford building, which he is interested in purchasing. Mr. Kubiak said cost of a temporary storage facility structure large enough to house what needs to be stored is estimated to be \$20,000. It's a 30'x50' Quonset style structure. Ms. Clarke would like to delay a couple of weeks so the new Superintendent can have a chance to comment on the plan. The value of the property being over \$25,000 means it will have to be put up for bid. Mr. Harrington said he was being the squeaky wheel, making sure things were moving along.

Discussion/Decision Items

License renewals: The Old Deerfield Fire Department will hold its Christmas party on December 17th at the Eaglebrook dining hall. It's a fund raiser for the department. **A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to issue a one-day special liquor license for the Old Deerfield Fire Department and waive the \$25.00 fee.**

Annual liquor license permits: Mr. Kubiak presented a list of licenses qualified for renewal. He reported that on-premise sites have been inspected by the Fire Chiefs and Building Agent; off-premise sites have been compliance checked. He noted that because the Deerfield Inn is not open at this time, due to storm damage, the license will be approved, but held until the Inn can re-open. Since this is not expected to happen until June, the fee would be reduced. ABCC has been consulted about this arrangement.

Questions were asked about "Afterhours" where there have been some complaints. Mr. Kubiak explained the ABCC's progressive discipline approach, noting that all establishments must be treated the same. He has asked the police chief to keep a record of all complaints to insure that

this is done. **A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to approve the list, including the provision of holding the Deerfield Inn license until the Inn reopens and reducing the fee accordingly.**

Regional Dog and Kennel Project: Ms. Clarke said she could not commit to the contract as written, as it allows changes without approval of the Town and advance assessments are not necessarily available before the town can exercise its option to get out. She suggested that this matter be tabled for the time being. She would like to prepare a draft of revisions that would make the contract more acceptable. She said commitment to pay emergency services before receiving approval of the BOS is a concern. She suggested someone be appointed to approve or deny approval “in the moment.” Also, there needs to be some clear criteria of what we will cover and what we don’t. It would also be nice to see a proposed budget.

Recreation Committee appointment: A motion was made by Ms. Clarke, seconded by Mr. Gilmore, to act on the Rec. Committee’s recommendation to appoint Kim Evans to the Committee for the remainder of the physical year. The vote was unanimous.

Sewer Projects: Don Chappell reported to Mr. Kubiak that the inflow to the Old Deerfield Treatment plant has dropped by 50%, which indicates a lot of groundwater had been getting into the system. There are some change orders that are being reviewed by Dan Lawrence (W&S). A report will be available for the next board meeting. One of the issues was a bad report from WMECO. An electrical line thought by WMECO to be dead was actually live.

Energy Projects: All of the work is completed on the energy conservation project at the elementary school. People are happy with the results. There are a couple of things that need to be completed in town hall. (A couple of doors need weather stripping). The library is done. Bob Lesco will be responsible for drafting an energy management agreement (monitoring) with Siemens that will encompass both the Deerfield and Sunderland schools, as they have identical systems.

Energy Resources: Dept. of Energy Resources will be in town on December 15th to award the Green Community Designations and Grants.

Veteran’s Expenses: Mr. Kubiak requested \$2,800 to cover the costs of a veteran living in town. 75% of this is recoverable through the cherry sheet. **Ms. Clarke made a motion, seconded by Mr. Gilmore, and voted, that \$2,800 be transferred from the Reserve Fund to the Veteran’s benefits account to cover the expenses of a veteran living in Deerfield.**

Riverbank Stabilization Project: Mr. Kubiak reported that there is a report on the project from Christine McDonough. In it she notes there is a colony of threadfoot which is thriving upstream of the project. The nonexistent wood turtles are doing well.

Dewatering Press: At the treatment plant there is a dewatering press that is no longer used. It has some value (\$16 – 18,000). **Ms. Clarke made a motion, seconded by Mr. Gilmore, and voted, to declare the dewatering press surplus property.** Mr. Gilmore suggested that where the money to purchase the dewatering press came from needs to be determined so that any

revenues can be returned to the appropriate place. He wasn't sure if it was the town or sewer district that purchased the press.

Personnel bylaw: Mr. Gilmore would like this to be put on an agenda. Three persons are needed to fill the vacant positions on the personnel committee. Mr. Kubiak has been collecting background material which he will provide the committee. Since elected officials cannot be on the personnel board, the BOS needs to call a meeting to establish a personnel committee that can in turn call a hearing to consider changes to the personnel bylaw.

Emergency Power: At the request of Ms. Ness, Mr. Kubiak suggested that a look be taken into the emergency needs of town hall. He reported on the situation the last time there was a power outage. Part of the building had lights and phones but no heat; the rest had heat, but no lights. Mr. Gilmore thought what needs to be looked at is what the emergency loads are. He questioned whether the generator is sized properly and/or possibly not wired correctly. He suggested someone be asked to take a look at this. There are emergency needs at the highway building, too. For a time the guys were unable to pump gas for the trucks.

Code Red system: Mr. Kubiak reported that Ms. Ness's other concern was about investigating the cost of leasing or purchasing an emergency Call Red system. Greenfield is considering a similar move. Could Deerfield sister on to it? The schools have such systems, but they're not available to the general town. ConnectEd will not connect the town with the school population. Mr. Gilmore said the school has its own autonomy. ConnectEd wanted a single contact, upon which the towns were unable to agree. Ms. Clarke would like to look at the possibility of having one system that worked for both the town and the schools.

Highway Superintendent: Ms. Clarke reported that Mr. Patterson accepted the offer. She said that we're looking into an arrangement that won't increase the overall amount, but will help with the moving costs. The salary might go down a little and some of it might become reimbursable moving expense.

Next meeting will be December 21, 2012. There will be a fuel storage hearing; the railroad is replacing fuel tanks.

The meeting adjourned at 8:45pm.

Respectfully submitted,
Priscilla Phelps