

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
NOVEMBER 6, 2017
MINUTES**

Call to Order

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

Present: Stephen Barry, Chairman; Richard Pitman, Vice Chairman; Fred McGarry, Andrew Robertson and Jeff Shute, Selectmen.

Pledge of Allegiance to the Flag

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

Budgets

Library - \$105,988.00 – Increase of \$310.00

Karen Howell got up to the mike and introduced herself and stated that for those that had not met her yet she has been the new director and has been in that position approximately two months. The budget is kind of a unique situation because much of the budget was drafted by the prior director, Evelyn DeCota. She stated that she has gone in and made changes.

Ms. Howell stated that she thought that one of the biggest changes is with the contracts line. Right now, she really wants to have a unique web domain so they can build a new website for a cost of about \$400.00.

The other change was on the next page with the humanities line, because they want to hire a new programming assistant. There wasn't money originally put in for programming so she is increasing the line by \$1,200.00, roughly a 120% increase. This will allow the library to have some presenters, authors, guest lecturers, etc., but the change only increases the budget .038 percent from last year's budget.

Chairman Barry asked if anyone had questions. No one did.

Highway Department – \$752,003.00 – Increase of \$250.00

Chairman Barry stated that the budget for the highway department is \$752,003.00 up from \$751,753.00.

Highway Administration - \$199,688.00 which includes the full time and part time employees as well overtime amounts.

Chairman Barry asked Mr. Young if there was any section that he would like to point out.

Mr. Young stated that his budget is going to be pretty much unchanged from last year. The only thing that Mr. Young would like to see is his guys get \$1.00 an hour raise this year. He stated that he is not asking for an increase on anything else. He stated that he has good men and wants to hold on to them.

Chairman Barry asked if the salary increase was in the budget. Mr. Young stated no.

Chairman Barry stated that in the past, towards the end of the budgeting process, it is decided if we are going to give employee raises and make a decision as a whole. He stated he didn't know what the Board wanted to do regarding considering employee raises.

Selectman Robertson stated that one of the things that could be done is to do like what was done with the police department, to look at the pay range for those positions and where we are at and see if the Town needs to make adjustments outside of the budget which could certainly be done. It has been done in other departments when it looked like the Town was lacking in employee compensation.

Chairman Barry asked if some information could be pulled together on that issue.

Selectman Robertson stated that one of the other things that has been talked about is the roadside mowing. He stated that they have talked instead of bidding mowing out, to rent the equipment and to do it ourselves. Selectman Robertson asked if that was something that Mr. Young was thinking about.

Mr. Young stated that this was something that he was definitely going to look at for this coming year. He stated that he had looked into this a couple of years back and the places that used to rent the tractors with the mowers don't do it anymore because they weren't making any money on it. It is so hard on the equipment. When he was looking into it a few years ago, he had a hard time finding a roadside mower. Mr. Young stated that Mr. Sanborn did get it done. Selectman Robertson stated that he had gotten a fair amount of calls about it not being done before it was done.

Chairman Barry asked if Mr. Sanborn had started late. Mr. Young stated yes, he did and it got delayed by different problems. Mr. Young stated that he had wanted Mr. Sanborn to start August 1st but he didn't get started until September. He bought a new mower but had a lot of problems with it.

Vice Chairman Pitman stated that Mr. Sanborn did a good job and had the right mower for the job, not a sickle mower.

Selectman McGarry stated that he couldn't remember if it was talked about with the Planning Board regarding striping on Church Street basically from the intersection of Route 107 to the Deerfield Community Church. He stated that it would be approximately 2,300 feet of striping and asked if Mr. Young could get a ballpark price to do this.

Mr. Young stated he could get some prices and get back to the Board.

Selectman McGarry stated that once the Board had some prices, they could decide if they would like to do the striping and put it into the budget. It would be the striping plus one crosswalk for the children at the daycare crossing to the playground.

Selectman Robertson stated that he thought that the Budget Committee will ask right off what is in the budget for reconstruction projects. He asked if Mr. Young had a list.

Mr. Young stated that he was thinking of doing some work on Cotton Road this year. It was done in three different sections in the past and the center section gets really bad in the wintertime with the plows biting in. One of the sub-contractors lost their plow here because it dug in. It is a dangerous road

to plow. Mr. Young stated that they would rehab the center section and to overlay the whole thing as this road sees a lot of traffic. Mr. Young stated that this would be his project for the coming year.

Selectman McGarry asked if that was the section coming down the hill. Mr. Young stated that it is the flats by the fairgrounds. You can see where it has been patched and paved. Selectman McGarry stated that he came down that hill on his bike at approximately 30 mph and blew a tire and bent the rim on the front wheel.

Mr. Young stated that this road needs a lot of work as it gets a lot of traffic.

Chairman Barry asked the Board if they had any other questions for the highway agent.

Vice Chairman Pitman asked Mr. Harrington to get that information together.

Chairman Barry stated that in the past, we have talked about employees as a whole. Since tonight is the last meeting with budgets, at the next meeting, the Board will talk about how they feel about raises and such.

Vice Chairman Pitman stated that he would like to compliment the work the Highway crew they did last week regarding all the storm damage. You saw the town trucks everywhere. They were out there in the wind and kept working. Chairman Barry stated that it was greatly appreciated.

Chairman Barry asked if there was any other budgetary information that anyone wanted to bring up.

Mr. Pelletier was recognized as having an update for the Transfer Station.

Chairman Barry asked Mr. Pelletier what the Board needed to deal with immediately.

Mr. Pelletier stated that the town needs a new large compactor. The old machine has a 1994 permit. Chairman Barry asked if that was the Lechmere machine. Mr. Pelletier stated that that was the white one with the big hopper.

The machine he is speaking about has been in operation since the facility opened in 1994 and it is starting to show its age, giving the Transfer Station issues and being less dependable. Giving its age, this shouldn't be a surprise. The transfer station is filling the large trailer pretty much on a regular basis which means that they need a little bit more capacity. Mr. Pelletier is proposing that what the Board needs to do immediately is to buy a new large compactor with the same style large hopper.

Chairman Barry asked Mr. Pelletier if the transfer station had three-phase power. Mr. Pelletier stated that the transfer station makes their own three phase-power with rotary phase converters and one static phase converter. Static phase converters convert electronically and rotary phase converters take a rotary motor which are wired to a bunch of big bank capacitors and create a theological third phase.

Chairman Barry asked if it is a problem that the transfer station doesn't have actual three-phase power.

Mr. Pelletier stated that phase converters are very costly and very inefficient. As the transfer station continues to more than likely grow in the future, it is probably going to become a bigger problem not to

have three phase-power. You are paying more for equipment if you are buying phase convertors as well as the cost of operating it.

Chairman Barry stated that Mr. Pelletier estimated the cost of running the new compactor at \$90,000.00. If we had three-phase power would it be less to operate.

Mr. Pelletier stated that it would shave \$10,000.00 off that machine.

Chairman Barry asked if Mr. Pelletier had any estimate of installing three-phase power at the transfer station.

Mr. Pelletier stated that he has contacted NH Electric Cooperative and no one has gotten back to him. He thought that Mr. Harrington had tried to contact them again today and Mr. Pelletier has asked some people he knows to give him some kind of ball park figure.

Some of the items in the outline are for future consideration. Mr. Pelletier continued to say that he didn't think that some of these items needed to be done today or tomorrow but in his outline, he has put out his complete long-range forecast as to what's happening in the business and what is happening in the industry.

Chairman Barry stated that the town could start saving money by having three-phase power at the transfer station. Three-phase power is something that the town will need down there.

Mr. Pelletier stated that quite conceivably, yes. How much we would save, he didn't know as he doesn't track power bills. He would have to look to see how efficient a true three-phase motor verses a rotary phase converter. He went on to say that when using a rotary phase converter, you are essentially running two motors, one motor is used to run the other motor. Therefore, to do the job of one motor, you have two. So as a by-product, you will need to use sizably more power.

Chairman Barry stated that it would seem to him that Mr. Pelletier's recommendations are very good. He thinks that the town should look into having a new compactor installed with a slab expansion but he thought that they should get an idea as to how much it would cost to bring in three-phase power into that facility because it is obvious that it is going to be needed. Chairman Barry didn't understand the electrical idea but that the concept that we need to set up a compactor or some other machine to make its own three-phase power seems to him it would wear out parts quicker.

Mr. Pelletier explained that motors that run on rotary phase converters don't run as efficiently. Normally there is three power leads and a normal three-phase motor runs balanced across all three leads. When you use a rotary phase converter, you have two leads that run at one value and the third lead runs at a higher value because it is basically manufactured three-phase. They were originally developed for farm country and places of that nature, where three-phase power is not typically available and where large motors are needed. Typically, the largest single-phase motors are 10 hp. You can have motors specially built larger but that tends to be more expensive. After that, people go to three-phase.

When the transfer station was built, Mr. Pelletier seemed to remember that the cost was fairly high to have three-phase power brought in but that was rolled in with the entire cost of capping, converting and rebuilding the transfer station. He also didn't know what Public Service had available on Route 107 back

then. The town now has a main three-phase tap at the foot of Brown Road because NH Electric Cooperative receives its tap from there and goes across the fairgrounds to the substation that is on the hill.

Mr. Pelletier is speculating but he can't imagine that it would be an outrageous amount of money to run two pieces of wire up Brown Road to give the transfer station three-phase power. The poles and cross arms have all been upgraded in the last five years. It would only be a case of adding two more wires.

Chairman Barry stated at the very least that the Board put the compactor into the budget. If the Board could get a price on adding three-phase power, and Chairman Barry threw out \$20,000.00 to Mr. Pelletier as a cost of adding three-phase power. Mr. Pelletier stated that he really didn't know if that amount is close as the utilities have been outrageous in pricing lately.

Mr. Pelletier stated that years ago it was more economical to have the utilities do the work for you than to privatize it. With all the deregulation and everything else, they want to be paid for every iota of service that they provide to you.

Chairman Barry stated that they will work on getting a price from PSNH to bring in three-phase power to the transfer station. He thought that this would be a start as well as a new compactor and slab expansion.

Mr. Pelletier stated that if the transfer station adds more equipment that the town would be forced to upgrade the service at the facility. Currently there is a 400-amp service coming into the transfer station. If the town continues to add equipment, we will be forced to increase that and it almost seems counter-productive to put in bigger service and still have single phase power. The drawback with phase converters is that when the converter is down, your machine is down, even though your machine is fine. There is a little bit of excess capacity now but Mr. Pelletier didn't think that he could handle another 30hp machine which is what the new compactor would be.

Chairman Barry stated that it seems to him that the smartest way to start would be to get the most power into the facility so when a new machine was added, there would be service for it. He continued that when you look at all the compactors at the transfer station, they are all getting old.

Chairman Barry asked Mr. Pelletier if he was confident in the \$90,000.00 figure for the work to put in the new compactor and to buy it to which Mr. Pelletier stated yes.

Vice Chairman Pitman added that it might be less if we get three-phase power in. The total project figures would be more when adding in the three-phase project but the price of the compactor would be slightly less.

Selectman Shute asked if this would be a second compactor. Mr. Pelletier stated that it would be a second "large" compactor.

Chairman Barry stated that Mr. Pelletier provided a drawing as to the placement of the new large compactor. He asked if everyone was good with putting this item in the budget.

All were in agreement.

Mr. Pelletier stated that he thought that he had given the Board a complete outline of issues that he thought that needed addressing in the upcoming years. These are things that should probably be considered or looked at some time in the future as the town continues to grow. The only other option to consider is to privatize the transfer station.

Chairman Barry stated that he thought that the way to go would be to buy our own truck and to haul our own trash but he thought that \$185,000.00 price tag is just a little too much and Mr. Pelletier agreed.

Mr. Pelletier stated that we are still under contract with Casella and didn't know if the town could break the contract with an amicable solution. It is not a bridge that should be burnt at this time.

Chairman Barry stated that he thought that this should be something that should be phased in.

Selectman Shute asked how long the contract for Casella is for and Mr. Harrington confirmed that it is until 2020. It gives the Board a little time to try and accommodate something like the town's own trash truck.

Chairman Barry stated it also allows time for the future wall and canopy extension.

Mr. Pelletier stated that the canopy could become a problem. He stated that the town pays by the ton so all the hoppers are basically funnels looking at the sky and saying give me rain water. When it rains, a certain amount of the water is absorbed in the compactor. When the town disposes of the trash, it is by the ton, so the more water that is put into it, the more the rubbish company likes it.

Regular Business

Review of Outstanding Minutes – 10/23/2017

Motion: Vice Chairman Pitman moves to accept the minutes of 10/23/2017

Second: Selectman Robertson

Discussion: Selectman McGarry stated that he had corrections on all pages. Chairman Barry stated that if they could be given to Mr. Harrington that they could be taken up next week after the Board has read both weeks minutes. Chairman Barry asked if Vice Chairman Pitman would withdraw his motion and the Selectman Robertson withdraw his second. Both agreed.

Motion was withdrawn and both sets of minutes will be taken up next week.

Chairman Barry stated that when the Board was taking up the issue of the tax rate last week, he remembered that the school board hadn't been asking for a whole lot of money in the last couple of weeks. Today they hit up the town for \$1,000,000.00.

Accounts Payable Manifest - \$1,031,375.81 (\$1,000,000.00 is for the school)

Motion: Vice Chairman Pitman moves to approve

Second: Selectman Robertson

Discussion: None

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

Payroll Manifest - \$53,824.20 (gross), \$40,686.87 (net)

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Discussion: None

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

Winter Contractors as submitted by the Road Agent

Mark Young

Kevin Young

Jonathan Winslow

Mark Tibbetts

Paul Smith

Gary Sanborn

Steven Rollins

Kevin Fisher

East Coast Signals

CJD Dirt Works (2)

Motion: Vice Chairman Pitman moves to approve the listed contractors from the road agent

Second: Selectman Robertson

Discussion: None

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

Selectman Shute asked Mr. Harrington if the insurance information is on file for everyone. Mr. Harrington stated that all the packets are complete. The bookkeeper has all the information required.

Chairman Barry stated that he has a contract for a seasonal rental of a loader for the Town of Deerfield with Mark Young Trucking and Excavating. The seasonal rental of the loader is for \$2,800 a month. Town will supply the operator and fuel. Mark Young Trucking and Excavating supplies all maintenance and repairs hourly and monthly.

Vice Chairman Pitman stated that the Board learned last year how much less this contract is than others contacted.

Selectman Robertson asked if the Town had a similar lease last year. Chairman Barry stated that yes and it is the same amount as last year.

Motion: Selectman Robertson moves to approve signing the seasonal loader agreement with Mr. Young

Second: Selectman Shute

Discussion: None

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

Chairman Barry stated that he had the tax collector's warrant for December.

Correspondence was addressed to Kevin Barry, Town Clerk/Tax Collector

“In the name of the state, you are hereby directed to collect the property taxes in list herewith committed to you amounting to the sum of \$6,837,479.50 and with interest at 12 (twelve) percent per annum from December 13th, 2017 thereafter on all sums not paid on or before that day and we further order you to remit all monies collected to the town treasurer or the town treasurer’s designee as provided by RSA 41:29, VI, at least on a weekly basis or daily whenever tax receipts total \$1,500.00 or more.”

Motion: Vice Chairman Pitman moves to have the Chairman sign the tax collector’s warrant

Second: Selectman Robertson

Discussion: None

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

The Parks and Recreation Commission has voted to recommend Dwight Barnes to complete the term of Ken Heckman as a commission member and ask that we appoint Dwight Barnes as such.

Motion: Selectman Robertson moves to appoint Dwight Barnes as a Parks and Recreation Commission member.

Second: Selectman Shute

Discussion: None

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

Chairman Barry stated that he had in front of him a signed lease from Claire Parrino, which was amended with the one clause being added.

Vice Chairman Pitman asked if she had signed it of which Chairman Barry stated that she had.

Selectman Robertson stated as long as she has signed the lease, he is okay with it. All others agreed.

Motion: Selectman Robertson moves to have the Board sign their half of the lease with Claire Parrino

Second: Selectman McGarry

Discussion: None

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

Chairman Barry stated that the pole licenses should be in English. He further stated that all he was seeing was a license for one pole. Mr. Harrington clarified that it is for only one pole but there are three copies of the license. Mr. Harrington stated that the road agent has looked at the location and stated that it is on a private road (Pinecrest Road).

Motion: Vice Chairman Pitman moves to approve the request for a new pole on Pinecrest Road

Second: Selectman Robertson

Discussion: None

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

Chairman Barry stated that for the record, the Town has hired Nick Lawrence as the new Parks and Recreation Director at a salary of \$50,000.00 a year and has already started in his new position.

Motion: Selectman Shute moves to approve the Chairman to sign Nick Lawrence's personnel action request

Second: Selectman McGarry

Discussion: None

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

Quotes for the Topographic Survey of Town Land

- | | |
|----------------------------------------------------------------------|------------|
| 1. Original proposal from Keech and Nostrum | \$7,500.00 |
| 2. Proposal from James E. Franklin for a topographic survey and plan | \$6,200.00 |
| 3. Proposal from Tobin Farwell of Farwell Engineering | \$9,000.00 |

Selectman Robertson stated that he would be comfortable using Jim Franklin. Chairman Barry agreed.

Chairman Barry asked if everyone was comfortable using Mr. Franklin. All agreed. Selectman McGarry added that Mr. Franklin has done a lot of work that has come before the Planning Board. Selectman McGarry stated that as far as he could tell, he does quality work. If the difference in price was 10% between Franklin and Keech and Nostrum, he stated that he would tend to go with Keech and Nostrum but it is closer to 20%.

Chairman Barry stated that Mr. Franklin will be contacted tomorrow in order to get him started.

Selectman McGarry also added that Mr. Franklin's quote included all expenses and Keech and Nostrum expenses would be extra, although probably not a whole lot.

Town Administrator's Report

Mr. Harrington had nothing to report.

Chairman Barry asked if anyone had any questions for the town administrator.

Unfinished Business:

Only item was the quotes for the topographic survey

New Business

Selectman McGarry stated that he understands that the Explorer Program has been dropped by the fire department and was wondering why. Considering how short we are with personnel, is that a good idea?

Chairman Barry asked the town administrator if he had any information on this issue.

Mr. Harrington stated that the information that he has is that one of the co-leads, Chief Tibbetts, is retiring and the other co-lead John Dubiansky doesn't have any interest in continuing as a co-lead. Mr. Fisher wants to concentrate on the task that is in front of him regarding the fire department. Mr.

Fisher stated that he isn't opposed to opening a chapter up again but doesn't feel he can manage that at the same time as he taking on the fire department. He is not opposed to bringing it back sometime in the future.

Selectman Robertson asked if we are looking at one or two members at present. Chairman Barry stated that he thought it was two members. Mr. Harrington stated that there were two and one was dropping off for other reasons. Chairman Barry thought that it was due to age. Mr. Harrington stated that the program was very small.

Chairman Barry stated that he talked with the school board on Wednesday. They are going to consider the proposal regarding the land and talk about it at their November 15th meeting, he believed, and give the Board a decision after that.

Vice Chairman Pitman asked with the new power that is being done by the fairgrounds, is that an area that could be more of a business park in there as opposed to be just residential.

Chairman Barry thought that it could either. He thought that anyone could use the land for any use.

Selectman Robertson stated that he assumed that the original subdivision plans have expired. Selectman McGarry stated yes. Chairman Barry stated that a proposal for a new subdivision would need to be done.

Vice Chairman Pitman stated that he thought that the original subdivision went by the boards when the property changed hands from the developer to the school.

Selectman McGarry stated that he thought that after five or seven years, if a project hasn't been finished, all rights would be gone.

Vice Chairman Pitman stated that the property being located by the fairgrounds, that it might be a good place to get some industry in the town.

Citizen's Comments

Mrs. Cady stated that this weekend Mrs. Shigo was telling her that she was asked to remove a hydrangea bush. Mrs. Cady believed that two years ago Mrs. Shigo asked if they could plant something there. Somebody told her it was because of sight vision. Mrs. Cady stated that she comes down that road at least once a day, if not twice and she stated that she doesn't have any sight problems with that little hydrangea bush being there. Mrs. Cady stated then she came down later and there are two Northern Pass signs in the same area. Under 664:14, not only can they not put the signs in a right-of-way, that is both a town and state right-of-way, but none of the signs have a telephone number or person to contact to remove them. State law says that you are required to put a name and a telephone number as to who can be contacted on a sign for political persuasion. Mrs. Cady stated that she has never said a word about the people that have them on their lawns, not having anything on the signs to have them removed. She wasn't able to call the police department to have them remove them, because they didn't have the information on them. Mrs. Cady stated that she took a picture with her camera just to be sure. Mrs. Cady stated that she is asking the selectmen to put the word out and put it on the website that political signs without a name and telephone number are not allowed by law, anywhere.

Vice Chairman Pitman asked Mrs. Cady where the bush was. Chairman Barry stated that it had been removed. Selectman Robertson stated that it had been at the corner of Church Street and Route 107. Mrs. Cady stated that was a hydrangea bush right up the street in the triangle, a beautiful bush. Vice Chairman Pitman had wondered where it went.

Kathy Shigo was called and her and her husband Allan came down and dug it up. Mrs. Cady asked why as it wasn't discussed at any selectmen's meeting to have that bush removed. Mrs. Cady asked why the bush was removed.

Adjournment:

Motion: Vice Chairman Pitman moves to adjourn

Second: Selectman Robertson

Discussion: None

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

Next Meeting: Monday, November 13, 2017 at 5:30 pm

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