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**TOWN OF DEERFIELD
BOARD OF SELECTMEN
December 20, 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

Presentation by the Southern NH Planning Commission

Sylvia von Aulock, Executive Director and Cameron Prolman, Associate Planner

Deerfield is one of 14 communities and the age friendly program is about recognizing the growing population of seniors as well as how young adults are leaving the state.

We are trying to work with our communities on addressing not just the needs of seniors but also trying to figure out how do we keep our young adults in our communities.

In 2015, we received a grant from Tuft’s Health Plan Foundation and we work with all our communities on doing assessments and those page friendly assessments, the one that Cam just passed out but we’ve actually sent out to your community about six months ago or so and it can also be found on the website.

Basically, what we did is we had community conversations with all 14 of our communities and we focused on four topic areas; transportation and accessibility, recreation and engagement, housing affordability regarding the trends as well as economic development and business growth.

So, what you are seeing in front of you is an executive summary as well as a variety of those four topic areas.

What we did after the assessment was we sent them to the communities for vetting and some communities we received feed back and some we didn’t so you may find some things there as you are reviewing that may need to be revised and we would be happy to do it.

We don’t want to focus so much on specifics, just the overall assessment. That has been done and was done through community conversations. We came here and invited community champions, we publicized that and the town publicized it and we met her with approximately a dozen folks.

We also created an online survey reaching the same sort of topics, the transportation, housing, etc., and put that online and posted it in all manner of places.

In your survey, you’ll see how many at the back of the survey, how many people responded in Deerfield.

1 Basically, in total, we had 641 participants in all 14 communities. Transportation was the number one
2 issue. What we heard often was like “I don’t know what I am going to do as a senior when I can no
3 longer drive”. That was a very common concern.

4
5 “What am I going to do if I want to downsize. I don’t have many choices in my community”.

6
7 Most seniors definitely want to live in their community. They grew their family there, they know their
8 doctors, they know their neighbors and they want to stay in their community but they are finding it
9 difficult whether it’s transportation issues or medical services, things like that.

10
11 Also, with young adults, we’re finding that they also want similar things. They want a variety of housing
12 choices and they don’t necessarily want to drive. They want transportation choices and in rural
13 communities that presents a real challenge.

14
15 In Phase 2, and that’s why we’re here tonight. Phase 2 is really inviting their communities to go from
16 the assessment phase into perhaps a strategic planning phase at no cost to the community.

17
18 Again, we’ve received funding from Tuft’s Health Plan Foundation. We’re here tonight because of
19 assistance from AARP, came to talk a little about what tools AARP has and what an age-friendly
20 community pilot program may be.

21
22 Mr. Prolman took over speaking.

23
24 So, what does an age-friendly community look like? The reality is it’s going to look different depending
25 on the community. Though our research of different studies and best practices, specifically through the
26 help of AARP, an AARP model of age-friendly cities, they’ve developed a toolkit which we have utilized
27 and I think through AARP program, a total of around 200 communities have signed up but unfortunately
28 none in NH. In Maine 44 in total and what that looks like is ultimately these communities go through
29 this strategic planning phase where they look at very similar topics that Sylvia just mentioned in terms of
30 housing, transportation, things like information and out reach and how to best get information out into
31 the public.

32
33 We’ve been looking at comparable examples of some of the towns in our region and a good comparable
34 one would be Newport, VT which has a population of about 2,000. Their strategic plan is not heavily
35 based in the infrastructures or not on investment, its how do we get information out to the public. How
36 can we make our town information more consumable to our residents?

37
38 They also looked at and developed housing goals to support the growing needs of the community.

39
40 The reality is that these strategic plans are locally based. In Phase 2 what we envision is maybe having
41 another community conversation, working with town staff, residents, maybe local organizations to see
42 what would an age-friendly Deerfield look like.

43
44 So maybe to that, Sylvia could talk about what we are asking for Phase 2.

45
46 Sylvia asked where does that leave you folks. What we’re asking each community and we’re having the
47 same conversation with 13 of the 14 communities. Frankestown is the only town that opted out. They
48 have too much going on right now in other projects and programs. This is meeting number 9 for us.

1 Right now, four of our communities, the meeting that Cam and I were at, the selectmen voted to direct
2 the town administrator to send us a letter of interest and that's what we're asking for if you are so
3 moved. We are asking for letters of interest.

4
5 If this program, moving forward from the assessment to an age-friendly strategic plan events of interest
6 or whatever your pilot program may look like, as Cam said it would be unique for each community.

7
8 We have to know that the community is interested which is why we're going to select boards and town
9 councils. It's not planning boards.

10
11 You're the leaders of the community and we're seeking to know what the leaders of the community
12 want and interested in becoming age-friendly.

13
14 All we would need from the selectmen would be a letter of interest. We're looking for a date as far as
15 our timetable, our deadline for this letter is January 19th. By the end of January, our subcommittee
16 which is made up of our communities so representatives from a variety of the communities and
17 agencies that have been working with us on the age friendly program, they're going to help us through a
18 set of criteria to determine which three communities will be chosen to move into the pilot program.

19
20 That will happen at the end of January and we're aiming for mid to late May to be complete in that
21 initial pilot program.

22
23 What would happen after that, that's when our funding ends for this phase. At the end of June, we will
24 be trying for a Phase 3 because we know that more than three communities are interested in moving
25 forward with pilot programs so we're going to try for a Phase 3.

26
27 Maybe you say you're not ready, maybe you determine that you don't want to go right now but you
28 might be ready next year. That would allow for that option. Maybe you are ready and you want to jump
29 onboard because this is a no cost to the community. Maybe you realize that the master plan needs to
30 be updated anyway, and that would be a great pre-cursor to that.

31
32 So, lots of opportunity here is basically what we're trying to put forward so we leave it to you. That's
33 our time table.

34
35 Sylvia asked if there were any questions.

36
37 Selectman McGarry stated and Vice Chairman Pitman agreed that it would be a good idea.

38
39 Chairman Barry asked the Board if they want to send a letter of interest from the town. Selectman
40 Robertson stated that he thought that we could proceed with a letter of interest. All board members
41 were in agreement to send a letter of interest and Chairman Barry stated that a letter would be sent.

42 43 **Regular Business**

44 45 **Review of Outstanding Minutes for 12/11/2017**

46 **Motion:** Vice Chairman Pitman moves to approve

47 **Second:** Selectman Robertson

48 **Discussion:** None

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

2
3 Let it be known that on December 19, 2017, the five members of the select board approved the
4 **Accounts Payable Manifest in the amount of \$79,825.53.**

5
6 And those same five members on the same day approved a **Payroll Manifest grossing at \$75,877.76 and**
7 **netting at \$59,533.20.**

8
9 Chairman Barry stated that he had a request from a resident, James and Jacqueline Spence of Middle
10 Road to sell back to the town their lot at the Old Center Cemetery, Row 5, Lot P16 for the sum of
11 \$800.00 and at the same time buy lot Q3 at the Old Center Cemetery for the same \$800.00.

12
13 **Motion:** Selectman Robertson moves to grant that request.

14 **Second:** Selectman McGarry

15 **Discussion:** Vice Chairman Pitman asked who picks up the cost of the deed to which Chairman
16 Barry stated that he thought that the town did. He didn't know how long they have had it but
17 they probably paid the same amount of money for one lot or another and he guessed that the
18 town would have to pick up the deed.

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

20
21 From the town clerk/tax collector.

22
23 "As you are aware, I am resigning from my town clerk/tax collector position effective December
24 31st, 2017. With this in mind, I would recommend that the Board of Selectmen appoint my
25 current deputy town clerk/tax collector to be the acting town clerk/tax collector with the term
26 of office being January 1st, 2018 to March 16th, 2018 with all rights and privileges of the
27 position."

28
29 **Motion:** Vice Chairman Pitman moves to approve

30 **Second:** Selectman McGarry

31 **Discussion:** None

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

33
34 Chairman Barry stated that about a month ago we had a contract here for \$1,460.00 for Granite State
35 Analytical Services who tests the water in this building and others for the town. We asked for other
36 prices.

37
38 The only other one that Mr. Harrington was able to find was Second Wing Water Systems. Their price
39 was \$2,362.50.

40
41 It would be the Chairman's recommendation that the town stay with Granite State Analytical Services.

42
43 Vice Chairman Pitman asked how that worked. Is it for a year, one test?

44
45 Mr. Harrington stated that it is a variety of tests that they do each year. The term of the contract is
46 January 1st, 2018 to December 31st, 2018.

1 Selectman Robertson stated that the town is considered a public water supply and have to maintain
2 water quality.

3

4 Chairman Barry asked for a motion for the Chairman to sign the contract.

5

6 **Motion:** Selectman McGarry moves to allow the Chairman to sign the contract

7 **Second:** Selectman Robertson

8 **Discussion:** None

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

10

11 Chairman Barry stated that he had three personnel action requests which would be for the three-new
12 people. The Assistant Parks and Rec; the new building supervisor we wanted to get on board so he will
13 know his position before Mark leaves and the Administrative Assistant.

14

15 The first would be for Randy Long, Administrative Assistant at \$15.00 an hour

16 The second would be for the Assistant Parks and Rec Director for \$37,400.00 for the year

17 The third would be for Raymond Ellis at \$20.00 an hour, the new building maintenance supervisor.

18

19 Chairman Barry stated if it would be possible to get a motion to approve all three and for the Chair to
20 sign the personnel Action Request.

21

22 **Motion:** Selectman Robertson moves to approve the personnel action requests and for the
23 Chair to sign for the Board

24 **Second:** Selectman McGarry

25 **Discussion:** None

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

27

28 Vice Chairman Pitman asked what the rate of pay was for the administrative assistant to which he
29 answered \$15.00.

30

31 Chairman Barry also stated should any kind of raises be discussed that these positions would be
32 excluded from any adjustments to which all on the board agreed.

33

34 Chairman Barry stated that he had two requests for appointments for Deputy Forest Fire wardens.

35 Chairman Barry stated that he would like to put that off until the beginning of the year.

36

37 Selectman Robertson asked if it came from both chiefs to which Chairman Barry stated that it came
38 from the outgoing chief.

39

40 Thinking of that, in my opinion we should ask Mr. Harrington to prepare a letter to be sent to the state
41 asking that the new chief be appointed as the Forest Fire Warden. All members of the board agreed.

42 Chairman Barry asked Mr. Harrington to prepare a letter for the state and it can be signed at the
43 beginning of the year.

44

45 Chairman Barry asked if any of the board members had any interest in putting Keno on the warrant. The
46 lottery executive director has just contact us to give us the information and if we wanted to do that,
47 there are certain things that the Board need to do but I'm thinking that's not...

48

1 Selectman Robertson stated that he wasn't interested especially since the town hasn't gotten a request
2 from any of the town businesses.

3

4 **Town Administrator's Report**

5 Mr. Harrington stated that he had two items.

6

7 One is an update on one of our rescue vehicles, rescue vehicle two has had an issue with the head
8 gasket and the engine and it is being replaced as we speak at an estimated cost of \$6,100.00. It's due
9 back in service next week. It is the main vehicle that is used and had to get it fixed.

10

11 Chairman Barry stated that the main rescue vehicle is the van that rescue uses and this is Rescue 2.

12

13 Also, Chief Tibbetts is proposing to the town to buy the equipment rack that he had installed in the
14 Command Vehicle at his own cost back in 2006. This rack contains all the radio equipment and storage
15 for the chief's fire equipment when they show up on scene. He is offering to sell it to the town for
16 \$600.00. It originally cost \$1,947.00 back in 2006.

17

18 Selectman Robertson stated that he thought that the incoming fire chief should advise the board as how
19 to proceed in regard to that.

20

21 Mr. Harrington stated that he talked with the incoming chief briefly in this regard and that he would
22 recommend that we buy the rack because to take it all out, the radio equipment would all have to be
23 removed and then we would have to have it reinstalled.

24

25 Selectman Robertson stated that if Mr. Fisher is in agreement with this then he is willing to move
26 forward with this request.

27

28 Chairman Barry queued the board and all were in favor of buying the rack.

29

30 Vice Chairman Pitman asked if the check would be made out to Mr. Tibbetts which was answered yes by
31 the town administrator.

32

33 Mr. Harrington also stated that he had a bill along with the original copy of the invoice to show what he
34 paid to have it installed as backup.

35

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

37

38 None heard.

39

40 **Unfinished Business:**

41 2018 Budget Review:

42

43 Chairman Barry stated that the Board had a MBC budget action.

44

45 First off, I'm looking at removing 869.00 in the G.B.W.

46 Removing \$1,079,00 from Parks and Rec

47 Adding \$2,401.00 to the cemetery budget

48 Adding \$100,000.00 to the highway budget for road reconstruction from what I understand.

1
2 Selectman Robertson stated that he could give a brief overview if you like of the discussions that we've
3 had with the budget committee.

4
5 The G.B.W. line Selectman Robertson stated that he thinks that the select board leave their line intact.
6 This was just picking to see if anything could be cut and he thought that \$869.00 is negligible and will
7 probably be put to good use in that budget.

8
9 Parks and Rec, the 1,079.00 was a proposal brought forward by Nick and the rationale for putting
10 \$1,079.00 in the budget instead of the revolving fund was primarily to be used for signs for the now
11 vacant 250th signposts for town events and Nick had made the argument I think logically for things like
12 Old Home Day and Sit with Santa, that kind of thing. These are not things that Parks and Rec
13 Department does on their own behalf. They don't collect fees or funds from these activities but they are
14 expected to pick up some of the costs, advertise, that kind of thing and he put the \$1,079.00 in the
15 budget line with the Parks and Recs salary. Those are the only two items there. The salaries for the
16 Parks and Rec director and half the salary for the administrative assistant director and he included that
17 amount.

18
19 The budget committee felt that there was enough slop in the revolving fund for that to come out of that.
20 Nick and he made the argument that Parks and Rec handles the town things with no fees collected to
21 offset expenses and the town doesn't give them any money to offset expenses for things like Old Home
22 Day and such and felt it was best left there.

23
24 The committee voted to remove it.

25
26 Vice Chairman Pitman as well as Chairman Barry stated that it should be left in.

27
28 Chairman Barry stated since he happened to pass by that sign the other day and look at it and go, that
29 looks awful right now.

30
31 Selectman Robertson stated that what Nick had done is gotten a professional proposal for their vinyl
32 which is not the correct word.

33
34 Selectman Shute stated it was coroplast signage.

35
36 Selectman Robertson continues that the signage can be made quickly, easily and looks professional,
37 looks good and isn't paper.

38
39 Chairman Barry asked if the Board would recommend that we match it.

40
41 Selectman Robertson stated that just now before putting it in there, Mr. Verville's motion and he's
42 made it in year's past and his explanation was that he feels that we could do more to keep up with the
43 condition and maintenance of the roads and his rationale for the \$100,000.00 is that he did a little bit of
44 homework and basically told the group that last year the road agent stated that he didn't need any extra
45 money because there didn't need anything done in town and we were going along just fine.

46
47 As soon as \$126,000.00 became available from the state, we had three critical projects that we could
48 use to maintain the road with. He was thinking if there were another \$100,000.00, the road agent

1 would probably find some other critical spots that need maintenance or could use a skim coat or
2 something to buy condition and years on the road. I didn't necessarily disagree with him but he didn't
3 think that he would be in favor of the \$100,000.00 from this board just because we're up on the budget
4 already.

5
6 If the road agent is comfortable foregoing that money and I would also note that three of the spots that
7 were critical, the uphill section of Mr. Delight passed Baker's farm and permanently wash boarded
8 section of Range and the section of South have been in pretty poor repair, are all going to be fixed this
9 spring with carryover money from a combination of impact fee and state grant that we got.

10
11 So, three of the critical areas are being taken care of anyway in addition to the Cotton Road section that
12 the road agent has proposed.

13
14 Selectman Robertson stated that he would be happy with keeping the \$100,000.00 in the MBC budget
15 but leaving it out of the select board's budget.

16
17 Selectman McGarry was happy that South Road was mentioned. Selectman Shute and he were briefly
18 discussing it.

19
20 Based on John's discussing with DOT, in order for DOT to take over South Road, we have to have it
21 constructed to certain specifications that they require in order for them to take it over and he thought
22 that we should seriously look into that so that we can have Dot take that road over and whatever
23 reconstruction we are talking about occurring next year should be with the eye upon meeting whatever
24 specifications they have for the road so that ultimately that road would be taken over by DOT.

25
26 Selectman Robertson stated that he would note that he believes that the reconstruction proposed for
27 South Road using a portion of the state block grant for lack of a better term, is for a fairly short segment
28 of the road.

29
30 Selectman Robertson asked Selectman McGarry if he is proposing leaving in the \$100,000.00 and
31 earmarking it for South Road.

32
33 Selectman McGarry stated that if that passes in their budget, that would be one of the areas that I
34 would target it on.

35
36 Vice Chairman Pitman stated that the road agent had gotten ahold of him and stated that he was
37 definitely against it and I think for what Fred says we should have a proposal brought to us specifying
38 South Road improvements with a dollar figure, not just pick a \$100,000.00 figure out of the air and
39 hoping that it would do something there.

40
41 He also stated that Selectman McGarry was on track and that we need to get some figures for doing it
42 right if we're going to go that route.

43
44 Vice Chairman Pitman stated that the road agent at this point hasn't put any proposals together as to
45 what he would spend it on.

46
47 Vice Chairman Pitman asked how this works. Chairman Barry stated that we are just leaving it along and
48 we're continuing our budget as it exists.

1
2 Vice Chairman asked if the board was adding the \$2,500.00 to the cemetery?
3
4 Selectman Robertson stated that the cemetery was a specific motion to one increase. The cemetery
5 supervisor's salary which is Mark Young. There has always been just a flat amount that hasn't changed
6 and is minimal.
7
8 There was also some discussion about the cemetery trust funds and hoping that with what we are doing,
9 that the funds will be bolstered in order to do repairs and such.
10
11 Maureen Mann did a fairly lengthy presentation on the cemetery identification project as she explained
12 to the MBC that there are no more cemeteries than we thought that there were but there are more
13 "town owned" cemeteries than people realized and clearly the distant ones, the ones in remote places
14 that sort of thing, we're not going to clear trees and plant flowers and mow lawns and that sort of thing
15 but there are some town owned cemeteries that are on roadways, that sort of thing that we've done no
16 maintenance one so it was agreed that we should bolster the amount on.
17
18 Chairman Barry asked if it would be Selectman Robertson's recommend to add it to the select board's
19 budget. All agreed. We will add the \$2,401.00, keep the G.B.W., leave the Parks and Rec and the
20 highway department as a nix. Is everybody okay with that?
21
22 Selectman McGarry stated that it raises the other question on the highway budget. Everyone receive a
23 copy of the quote for striping on Church Street.
24
25 Vice Chairman Pitman stated that he didn't bring it with him and how much was it.
26
27 Selectman McGarry stated that it was around \$1,600.00.
28
29 Vice Chairman Pitman asked if it would be for the spring. To approve it now for some time next year.
30
31 Chairman Barry stated that the total cost was \$1,650.00. He asked what the Board would like to do, add
32 that to the highway department's budget for them to do it.
33
34 Selectman McGarry stated that it would make sense for that to happen but that another possibility
35 would be under the police department but it would make more sense under highway.
36
37 Chairman Barry asked if everybody was okay with that. All agreed.
38
39 Selectman Robertson stated that we have been talking about it for years so might as well do it.
40
41 Chairman Barry stated to put \$1,650.00 under the highway budget at whatever appropriate line that we
42 can ascertain.
43
44 Chairman Barry asked if there were anyone else.
45
46 Selectman Robertson stated that the pre-Christmas budget meeting is tomorrow night. Everyone is
47 invited to come. I am sure that it is going to be jolly and festive.
48

1 Chairman Barry stated to move to other parts of the budget discussion.
2
3 Chairman Barry stated that the Board specifically asked for information for the highway employees.
4 Selectman Shute got some DOT information. Mark got some for the board, other town information and
5 Selectman Robertson stated that he got some Davis-Bacon numbers for 2017 for Rockingham County
6 because they give a very specific breakdown.
7
8 Chairman Barry asked if the Board had the classifications of the three highway employees based on
9 what they do.
10
11 Mr. Harrington stated that in the select board's packet, they had a classification for a Highway
12 Maintainer III. He stated that he had Mark look over all three options that Jeff had sent him and Mark
13 chose that one as best describing the current status of the employees he has.
14
15 Chairman Barry stated that they don't have a Highway Maintainer I.
16
17 Mr. Harrington stated that Mark said that III best describes the employees that he has working for him
18 right now.
19
20 Selectman Robertson stated that he thought that he would probably be in agreement with that because
21 Highway Maintainer III involves equipment operation more than Maintainer I as we require our guys to
22 run backhoe and front-end loader and excavators as we rent them.
23
24 Chairman Barry stated so based on that, we have a request from the road agent to raise everybody a
25 \$1.00. We have this wage schedule which was effective January 6th, 2017. What is the board's opinion
26 as to what we should do?
27
28 Selectman Robertson stated that he would say at first blush he was not interested in using the flat
29 amount of a \$1.00. It seemed random to him but as I look at these numbers, when you calculate how
30 you might adjust things using various percentages and such, right around a \$1.00 would actually be a
31 fair and reasonable adjustment I think and keep everybody in scale.
32
33 Mr. Harrington stated if you look at the third page, you'll see the current rates.
34
35 Vice Chairman Pitman stated that even if you give the two of them a \$1.00, they don't hit the high end
36 of the state pay range
37
38 Chairman Barry stated that one of the employees is above the level.
39
40 Selectman Robertson stated that he would make the exception for Carol Oeler, that position is the
41 assistant to the highway agent is out of town or in the hospital or what have you, that position becomes
42 the de facto highway agent.
43
44 He's also got considerably more experience than the two boys.
45
46 Chairman Barry stated that he thought that his current rate is measured with his position and
47 experience but what would we like to do with that.
48

1 **Motion:** Vice Chairman Pitman moves to give a \$1.00 per hour to Matt Kimball, Paul Kimball
2 and Carl Oeler on their existing pay rate.

3 **Second:** Selectman Robertson

4 **Discussion:** Vice Chairman Pitman stated that he didn't know how the Board could put a
5 percentage and come out with a figure and that's what the road agent asked for. After talking
6 with the employees, they seem to be agreeable with it.

7
8 Selectman Robertson stated that his thought was do we want to do, incorporate this into a
9 wage scale and then adjust these guys or do we want to consider this like a merit increase or a
10 cost of living adjustment.

11
12 Vice Chairman Pitman stated that he would like to bring them up to working rate, it's nothing to
13 do with cost of living.

14
15 Selectman Shute asked whether or not there was a wage scale for the employees.

16
17 Chairman Barry stated no.

18
19 Selectman Shute stated that this would be where we start with a scale or fall into the scale
20 somewhere.

21
22 Chairman Barry stated looking at this, based on the current highway staff and the wage scale
23 that we've taken from the state, Carl is above the scale that we're at and these two gentlemen
24 are in the middle of it and I'm sure that these employees work very hard but is there a specific
25 reason that you would make your motion.

26
27 Vice Chairman Pitman stated that he thought that they were more than deserving.

28
29 Chairman Barry stated that while he may agree with you, I believe we could probably make a
30 case for every single employee in this place that I think that they deserve it. I'm looking for a
31 reason in my mind.

32
33 Selectman Robertson stated that he thought that it was a little bit unorthodox in the way we
34 usually do things however, I would say that not at present but within the past 12 months, 18
35 months, we made similar adjustments for the finance manager, for the town administrator, for
36 the previous town administrator, I think that there's precedent for doing this and I'm looking at
37 the state maintaining wages but I looked at the Davis-Bacon wages. All three of them are below
38 that which is the were working on a state project. I'm not sure how the state maintainer
39 complies with that on a project that is funded federally.

40
41 Selectman Shute stated that for consultants and contractors yes, but not for employees and this
42 wage scale from the state, step 1-4 is each year, step 5-6 is two years, 6-7 is two years and step
43 8 is 3 years. So, it's not like every year they would get a step.

44
45 It wouldn't matter, and I think that highway maintainer III is actually is a supervisor so it sounds
46 like Carl is.

47

1 Vice Chairman Pitman stated that even during a snowstorm if Mark isn't there he is there to
2 direct trucks in.

3
4 He stated that he read an article last week that the state of Maine had to sub out their plowing
5 to a firm from Ohio because they couldn't get enough people and their average price was
6 \$38.71 an hour.

7
8 Selectman Shute stated, supplying the bodies.

9
10 Vice Chairman Pitman went on to say that the way that these guys know these roads, I think
11 that we have a good deal going for what they do for us, the three of them. I just don't like the
12 way that it came about, I mean we asked the town administrator to get surrounding towns for
13 an idea and then it came about everybody in town here when we were only going to talk about
14 the road crew. I hope that it's not opening up a can of worms for the rest of the employees.

15
16 Chairman Barry stated that that's a list of our employees so that we understand what it is and
17 my understanding that we were going to talk about the request by the highway agent and after
18 that I was going to move onto what do we want to do for everybody.

19
20 Selectman Robertson stated that as we discussed before, I think if we make this adjustment for
21 the highway department and we decide to move forward with a COLA, something along those
22 lines, we would exclude the most recently adjusted, I believe that we said that we would do that
23 for the police officers and I believe we could adjust the highway guys and tell them the same
24 thing. That would be his personal thought.

25
26 Chairman Barry asked if there was any more discussion to increase each member of the highway
27 department by \$1.00 per hour.

28
29 Selectman Robertson stated to include the wage scale that was set up.

30
31 Chairman Barry asked Vice Chairman Pitman if his motion would include an effective date?

32
33 Vice Chairman Pitman stated January 1st.

34
35 Chairman Barry stated that it would be reasonable to make the effective date.

36
37 Vice Chairman Pitman asked if it should be in the current year to which Chairman Barry stated
38 yes. Vice Chairman Pitman stated that he didn't think it should go back but if we can start it as
39 of tonight or whatever the pay period is.

40
41 Mr. Harrington stated that the last pay period has already been paid. We paid out 26 pay
42 periods. There's no more pay periods in 2017.

43
44 Chairman Barry stated that we could make it retroactive to today if that is something you would
45 like to do.

46
47 Vice Chairman Pitman stated yes, that's fine. I don't know how that works so long as it's in place
48

1 Chairman Barry asked if the second was okay with that to which Selectman Robertson agreed.

2
3 **Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries**

4
5 Vice Chairman Pitman stated that it is retroactive to today to which Chairman Barry agreed.

6
7 Selectman McGarry stated with the expectation that we will end up having a recommended wage scale.
8 I think Carl, based on the fact that he is second in command shouldn't be grouped in with these other
9 two gentlemen.

10
11 Chairman Barry stated that we should find a better way to describe his position.

12
13 Vice Chairman Pitman stated that it all stemmed from the previous road agent for the amount that he
14 wasn't in town, Carl was doing a lot of extra work and is trained in it and continues to help when he can
15 so definitely not like he's just a loader operator.

16
17 Selectman Shute stated that there is a patrol foreman and an assistant patrol foreman.

18
19 Chairman Barry stated that maybe we can incorporate that in.

20
21 Selectman Shute stated that he just pulled out the maintainer positions.

22
23 Selectman Robertson stated that the thing that is going to jump out in my mind with Carl that in
24 addition to his role is experience. I don't know how many years he's been here but he was here when I
25 came on the board and that was 18-19 years ago. I would say that he is a 20 year plus employee.

26
27 Chairman Barry stated and valuable. Having done that moving on to a discussion of a possible cost of
28 living for the employees excluding the town administrator, the highway department employees and the
29 police department what does the board think.

30
31 Selectman Shute stated that he would recommend to pull Nick out of that too to which Chairman Barry
32 agreed.

33
34 Vice Chairman Pitman asked if the town clerk would be included since it's going to be a new position
35 and the existing town clerk makes \$45,760.00 while the assistant makes \$35,110.00.

36
37 Selectman Robertson stated that the assistant would still be eligible but the town clerk's position would
38 not be.

39
40 Vice Chairman Pitman stated that on the top chart, there's only Karen and Kelly and Ricky and one more.

41
42 Selectman Robertson stated that he would propose a 1.5% cost of living adjustment unless the town
43 administrator has done some research and had a different number than what he had. He saw in one of
44 the federal indices it was almost 1.6%, 1.59%.

45
46 **Motion:** Selectman Robertson moves to grant a 1.5% cost of living increase to all but the
47 following:

48 Town clerk/tax collector position

1 Librarian position
2 Paul Kimball
3 Nick Lawrence
4 Carl Oeler
5 Matt Kimball
6

7 The following people would be included in a 1.5% cost of living increase:

8 Gary Duquette
9 Rick Pelletier
10 Kelly Roberts
11 Mark Young
12 Dennis Ainsley
13 John Dubiansky
14 Denny Greig
15 Steve Jamele
16 Dianne Kimball
17 Dennis Paradis
18 Sherri Sanborn
19 Deb Treantafel
20 Caitlin Wollack
21 Peter Lemay
22 Alan Studley
23

24 Chairman Barry asked if Selectman Robertson had an effective date on the motion

25
26 Selectman Robertson stated that he would defer to the town administrator' accounting
27 expertise, does it make a difference whether it's January 1st.
28

29 Mr. Harrington stated that the last pay period has already been paid.
30

31 Selectman Robertson stated then let's just use January 1st then.
32

33 Mr. Harrington asked for verification of the increase which is 1.5%

34 **Second:** Vice Chairman Pitman

35 **Discussion:**

36 **Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries**
37

38 Chairman Barry asked if that was all the issues that we needed to go over.
39

40 Selectman Robertson stated that he thought that the warrant articles we still need to review but have
41 until January 9th before that closes.
42

43 Vice Chairman Pitman asked if the board needed to do anything with joint loss.
44

45 Chairman Barry stated that we didn't accept the report. He asked if everybody had read the joint loss
46 management statement and is there any action that you would like to take on it?
47

48 **Motion:** Selectman Robertson moves to accept the report

1 **Second:** Selectman McGarry

2 **Discussion:** Chairman Barry asked if there are any recommendations that they're making that
3 we wish to try and deal with?
4

5 Selectman Robertson stated that he thought that the Board should deal with all of them.
6

7 **Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries**
8

9 Chairman Barry asked if there were any questions on the warrant articles, any suggestions, additions.
10

11 Selectman McGarry stated, the noise ordinance, he would like it to be a warrant article.
12

13 Members of the Board stated to include it as a warrant article. Selectman Robertson stated that he has
14 had his number of calls about noise violations.
15

16 Selectman McGarry stated that there was one section of that that talks about the use of Jake Brakes.
17

18 Vice Chairman Pitman stated that he didn't know how you would enforce it and Chairman Barry stated
19 that you can't.
20

21 Vice Chairman Pitman stated that he hears them on Route 4 all the time.
22

23 Chairman Barry stated that a lot of towns put up signs that say that Jake Brakes are banned except,
24 some say except in emergency situations or banned totally like Dover bans Jake Brakes totally.
25

26 Selectman Robertson stated that if someone was going off the road into my house, I would just as soon
27 they pull the lever.
28

29 Selectman McGarry stated that he did have someone on South Road say that they use them a lot.
30

31 Chairman Barry stated that a Jake Brake on a normally aspirated truck is not ridiculously loud but what
32 you have is a whole lot of guys with open pipes and then they bump the Jake Brake up and it's a
33 constant, nasty noise. How you can stop it, I don't know. You can put an ordinance up for residential,
34 non-use, supposedly but identifying and penalizing the people who don't obey the ordinance I think, it's
35 pretty much a waste of time.
36

37 Vice Chairman Pitman stated that a log truck coming from Canada going by here how you would tell him
38 other than a little sign.
39

40 Selectman McGarry stated that he could strike that to which Chairman Barry agreed.
41

42 Chairman Barry asked how it is worded in the ordinance? Does it say no Jake Brakes allowed?
43

44 Selectman McGarry stated that right now it is set to specific roads.
45

46 Chairman Barry stated, why don't you keep it in there with, we need to temper the language just to
47 keep honest, just in case something was to happen, something along the lines of "the use of a Jake
48 Brake on these particular roads"

1
2 Selectman Robertson stated that he thought that we should leave something in there. That one
3 particular contractor who every single day goes through the neighborhood.
4
5 Chairman Barry added that we need to have a tool to go after that person.
6
7 Selectman McGarry stated that it says right now that it's illegal for the use of a Jake Brake in the
8 following parts of town except in an emergency.
9
10 Chairman Barry stated that that works.
11
12 Selectman McGarry stated there are some exclusions. Any fire department vehicle responding to an
13 emergency shall be exempt from this section.
14
15 And then there is a fine associated with that.
16
17 Chairman Barry stated that he would like to keep some teeth in it to at least try and protect some of the
18 roads.
19
20 Selectman Robertson stating fully understanding that we aren't going to be pulling people over.
21
22 Chairman Barry stated but if there is this one guy with you know 12-inch pipes who has no mufflers
23 whatsoever and is running back and forth across a road, there's some teeth there.
24
25 Selectman McGarry asked do we put all town roads except for Route 107 and 43?
26
27 Chairman Barry stated that he thought all town roads. Route 107 or Route 43 are a town road, it's a
28 state road.
29
30 Selectman McGarry stated that he would revise this and get it back.
31
32 Mr. Harrington stated and then we will send it off to Bart.
33
34 Selectman McGarry stated that by the way, I wanted to mention in putting this together, I looked at the
35 town of Hanover, Londonderry, Durham, Exeter and the city of Concord when I put this together. As he
36 mentioned previously, there are quite a few sections that are common to all of those ordinances that
37 are in here so we're not breaking new ground so to speak in regard to what got covered in here.
38
39 Chairman Barry stated that he appreciated the amount of time that you put into it.
40
41 Selectman McGarry stated that he would change that and get it back to John.
42
43 **New or Other Business:**
44 Chairman Barry stated that we're looking at having a meeting on the 28th which is a Thursday to which
45 Mr. Harrington agreed.
46
47 And finalizing 2017 and any encumbrances that we may make and any other business we need to take
48 care of.

1
2 Selectman McGarry stated that he has been told that he is banned from attending (by his wife).

3
4 Vice Chairman Pitman stated to send his notes.

5
6 Chairman Barry stated to feel free to sending any comments you might have or any recommendations
7 and I understand.

8
9 Chairman Barry stated that there was no need for a non-public session so is going to move right to
10 Citizen's Comments.

11
12 **Citizen's Comments:**

13 Chairman Barry called on Ms. Cady.

14
15 Ms. Cady stated that there are a couple of things that have bothered me. One is that is when she
16 moved to Deerfield, there was maintenance of South Road of a certain portion by the state. When she
17 asked about it, they said that it was because of a law passed through Senator Sanborn and other
18 senators that state parks in their town and people were using the town road to get to the state parks.

19
20 So, the state of New Hampshire paved South Road back then and we took care of winter maintenance.
21 So, she has asked about and asked about it and nobody's bothered to do anything so I found the laws
22 and there were no changes to it. The law is still there.

23
24 So, I asked Jan why didn't you talk to Chris Pappas, our Executive Councilor, and find out why we were
25 no longer getting that maintenance on South Road. She said that she didn't hear anything from any of
26 the selectmen in regards to this.

27
28 I gave the law to Mark Young. I gave the law to Division 6. And as she said, the law hasn't changed. It
29 stayed the same that the state would provide maintenance when there was a town road used to get to a
30 state park.

31
32 So, I'm asking you to do something to find out why we're not still getting that maintenance on South
33 Road that we got when I moved into this town in 1984 and I don't know if you have the law John but I
34 certainly gave it to Jan and I can give it to you.

35
36 So, it would be getting the Executive Councilor to understand their duty in maintaining the help to the
37 community through their job as contractor of state monies so I'm asking you to do that, find out why.

38
39 The second thing is you voted for the salary for the assistant Parks and Rec but you didn't say if that
40 salary was going to come from the revolving fund in the same way it did in the past. It almost sounded
41 like you are going to put that into the town budget rather than coming from the revolving fund.

42
43 Chairman Barry and Vice Chairman Pitman stated that it was half and half as it was before.

44
45 Ms. Cady stated that given the fact that the taxpayers of Deerfield are supporting the building, the paper
46 products, the heat, the lights for the summer camp, for the recreation and they get to keep all the
47 money in the revolving fund which last year was over \$224,000.00. I think that they should be paying
48 their own salaries.

1
2 Why should the elderly be supporting the daycare?
3

4 By the way, the warrant article that I wrote that this building be given to the town that any excess space
5 not used by the town offices would be rented. The only thing that we are renting is Claire's and Yanni's.
6 The rest is given.
7

8 Chairman Barry asked anyone else have comments
9

10 Travis McCoy stated that he wanted to speak really quickly to the proposal that Chairman Barry brought
11 to the school board a few weeks ago, I believe.
12

13 I just went to the school board meeting and I would encourage both boards to see if they couldn't work
14 together in some fashion to see what assets are available to try to offset some of the costs or alleviate
15 some of the hurdles to actually finally achieving having a school that we're not going to have rebuild in
16 another 25 or 30 years giving our students a place where they can actually go to school and have heat, a
17 roof that doesn't leak, have a septic system that isn't 100 percent saturated and to get the safety
18 complex that I feel Deerfield is long overdue in building.
19

20 So, in my opinion, I would just encourage both parties possibly looking at forming some sort of joint
21 committee if there isn't one already. Look into any options that might be there to sort of facilitate some
22 sort of collaborative project and see if we can move and find a way to present something to the town
23 that the citizens can get behind and feel comfortable about.
24

25 He stated in the past both met a lot of resistance. People that he has talked to stated that they would
26 be more likely to vote for an athletic complex than a safety complex or a new school. When I hear those
27 kinds of comments that they aren't aware of the issues and why these things are so important.
28

29 I graduated from DCS, first class graduated from DCS. It's been 30 years and in my opinion the building
30 is never going to be big enough for what they do, if they add an addition, find a satellite, it doesn't seem
31 like there is a logical solution to that problem.
32

33 So, again, I encourage any communication between the two boards in the spirit to getting these things
34 done.
35

36 Suzanne Steele, Harvey Road
37

38 She stated that she just came to thank the Board for the special meetings, listening to the residents,
39 accepting local donations and continuing to support funding efforts for Attorney Whitley who's really
40 been representing our town's best interests.
41

42 His presence during the hearings has been essential and I also want to thank Andy Robertson for his part
43 last week at the hearing representing the Board and the town.
44

45 Chairman Barry asked if everyone had a copy of a letter in their file. I would like the permission of the
46 Board for the Chairman to sign that letter and mail it on.
47
48

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Motion: Selectman McGarry moves to allow the Chairman to sign the letter

Second: Selectman Shute

Discussion:

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

Motion: Vice Chairman Pitman moves to adjourn at 6:38 pm

Second: Selectman Robertson

Discussion:

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

Next Meeting: Thursday December 28, 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*