

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
February 5, 2018
MINUTES**

Call to Order

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

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

Pledge of Allegiance to the Flag

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

Sidmore Road Alignment – Jim Franklin

Mr. Franklin stated that he revised the drawing in regards to Swett Road after the hearing for the lot line adjustment. He asked the Board if they had copies of all the drawings.

The Planning Board asked that Mr. Franklin come back to the Select Board to get some type of confirmation as to the graphics or layout to where Mr. Franklin has shown Swett Road on the drawing.

The drawing that you have in front of you shows a revised date of February 2nd of this year and Swett Road runs westerly from Route 107, 50 feet wide and for approximately 200 feet and that is from the original subdivision plan that was approved by the Planning Board in about 1975 or so. Then it drops to 33 feet and that portion of Swett Road all the way to the “end” so to speak, is less definite. He relied greatly upon the memories of Phil and Dave Sidmore to delineate as to what they recall as the main travel way.

When Mr. Franklin was at the Board meeting last June, it was talked about the turnaround easement. We did go out and mapped it and mark it on the ground. The Planning Board was less than pleased with the result of that mapping and marking because he showed the Swett Road Class V portion going straight through as shown on the plan, the stone foundation. Mr. Franklin stated that he had no where to put it and don’t know where it is. Again, having talked with Phil and Dave Sidmore, he has shown it as it appears on the drawing. He realizes that there is nobody here now that has any recollection of where the road was, if there was a layout or anything to that nature so he was just trying to collect as much information as he could, put it on the drawing and eventually record it at the Registry of Deeds.

The hearing that is before the Planning Board is a lot line adjustment so that the owners will expand the land what is owned by Dave Sidmore, actually by Tim, Thelma Sidmore and the two daughters which is Lot 67. It is going to be increased so that it is bounded by Swett Road.

Mr. Franklin stated that he is at the mercy of the Selectmen and the Planning Board as to how to resolve this issue and that this is the best that he could come up with.

Chairman Barry called on Selectman McGarry who stated that everything that Mr. Franklin said is absolutely correct. The issue that the Planning Board had was that it was shown that the Class V road was running right through what Mr. Franklin had stated where the stone foundation is and if it went through where the foundation is, the town wouldn’t be maintaining it. So, it would revert from a Class V to a Class VI because the town was not maintaining it.

The Planning Board’s position according to Selectman McGarry was that it didn’t make any sense because the Planning Board wants to take and show Swett Road as to what the town would be maintaining as a Class V road.

Chairman Barry stated that the last time that the Board had talked with Mr. Franklin, that the road would end as a Class V around L-1. (Line segment drawn on plan)

Mr. Franklin stated yes, that is the turnaround, easement area.

Chairman Barry asked if the town could do that?

Mr. Franklin stated that, yes, the town could.

Chairman Barry stated that since that is where the town turns around that this would be the end of the Class V road that the town maintains.

Selectman Robertson added that it would be off L-2 going towards L-8. (Line segment drawn on plan)

Mr. Franklin suggested that the squaring off if you refer to L-8, that projects south-westerly, just right across. On a full size drawing it is much easier to show, but on a smaller drawing it is tough.

Chairman Barry stated that even the line that is written 5684, if we took it all the way across to the left to the corner of L-1, he thought that it would be a perfect ending of the road as a Class V.

Mr. Franklin agreed.

Selectman Shute stated that he thought L-8 to extend would be better because it gives a "T" for turning. Chairman Barry agreed.

Vice Chairman Pitman asked Mr. Franklin if they did that, the whole driveway is in the road to which he agreed. Vice Chairman Pitman asked Mr. Franklin if it were better to stop before Sidmore's driveway. He also asked if this was going to be an easement or town-owned.

Chairman Barry and Mr. Franklin both stated that the turnaround is the easement.

Vice Chairman Pitman stated that the dot that is drawn on the map, is the way he has understood it for the 30 years that he had been going up there minus Dave's (Sidmore) driveway. If you go up there now, the L-2, L-3 and L-4 aren't there.

Mr. Franklin stated that yes, they were surveyed and staked on the ground. He stated that he used the town's standard for hammer-head design and then staked it on the ground and then surveyed it and put it on this plan.

Vice Chairman Pitman stated that is the future turnaround. They aren't turning around there right now. This plan is drawn the way that the Sidmores want it, not how it is now and being used which Mr. Franklin agreed.

Selectman McGarry asked Mr. Franklin how the town trucks turn around now? Do they back up where L-3 is?

Mr. Franklin stated that they push to where the L-3 is and then they back up parallel with L-1.

Selectman McGarry stated as Selectman Shute remarked, if we extended L-8 directly across that it would work perfectly and as is actually occurring.

Mr. Franklin agreed with Selectman McGarry and stated that he had no problem with that whatsoever.

Mr. Franklin continued that just so that the Board is clear, at some point, Phil Sidmore and the rest of the Sidmores intend to split off a lot around the existing farmhouse and barn. That is part of the reason that he is trying to get some clarification as he is looking toward the future. If he is a surveyor coming along twenty-five years from now, he would say, where is this lot line. How did it come to be?

Chairman Barry asked if they are looking off Lot 68 to which Mr. Franklin stated eventually.

Selectman McGarry stated that the frontage would be on Swett Road to which Mr. Franklin stated yes.

Mr. Franklin also stated that he has advised the family that they should have at least the required frontage on North Road as well. They are considering whether to have either a six or nine-acre lot around the farmhouse and barn because of the number of

residences that are currently there. Currently there are three residences which determines the necessary lot size by the town zoning.

Chairman Barry asked the Board members if everyone was okay with extending the line on L-8 and calling that the end of the Class V road to which everyone agreed.

Vice Chairman Pitman asked if that is what it is going to be called to which Chairman Barry stated that the Board was trying to determine where the Class V road ends.

Vice Chairman Pitman stated that was different than a turnaround easement to which Chairman Barry stated that it encompasses the turnaround easement.

Mr. Franklin agreed with Chairman Barry.

Chairman Barry asked the Board where do they want to end the Class V road and the maintenance of the road.

Vice Chairman Pitman agreed with Chairman Barry's statement but since that is the only driveway to Dave Sidmore's home and there are three cars there, he wants to make sure that the plows can pull up and back in or where else Mr. Sidmore can park. He isn't going to park behind the stone foundation, at least they haven't up until now.

Mr. Franklin stated that all park wherever they want to park. That has been one of the problems here. Right now, Mrs. Sidmore comes in and passes over L-3 and parks up next to the house.

Vice Chairman Pitman stated that this is another problem down the road with the town trucks going up and turning around with cars parked in the way.

Mr. Franklin stated no, that he has advised the Sidmores that they should grant an easement to the town for this purpose.

Selectman Robertson asked how is it that we laid out the first section as 50 feet as opposed to two rods?

Mr. Franklin stated that there was a subdivision approved by the Planning Board in he thinks, 1978, that created Lot 67. The plan was never recorded at the Registry of Deeds. The family just didn't get around to it and nobody brought it to the Registry. It was done by a licensed surveyor. It had the stamp on it, it has original signatures on it but just didn't get recorded. There is a plan on file now if you see my Reference Plan Note number 1, that he did a boundary of it and put it on file with the necessary notations on it and he have an original.

Selectman McGarry has stated that this was during a time when the Planning Board gave the approved, site plan back to the applicant and left it up to them to record it but that isn't done anymore.

Chairman Barry asked Mr. Franklin if this helps him.

Mr. Franklin stated that yes, that was all that he needed and thanked the Board.

Vice Chairman Pitman asked Mr. Franklin about the maps that were given to them, that it was marked revised 2-2-18 as was the one that he currently had. Mr. Harrington stated that it was the second page. Vice Chairman Pitman stated as well as other members of the Board stated that it is the same information just that it is bigger and darker.

Motion: Vice Chairman Pitman moves to accept the plans dated as revised 2-2-2018 as presented for Swett Road by licensed surveyor James Franklin with the L-8 drawn straight across for the turnaround easement for the town.

Second: Selectman Robertson

Discussion: Chairman Barry added that at this point the Class V road would end and the Class VI road would begin.

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

Status of Property Survey – Safety Complex

Mr. Franklin stated that he thought that the Board had the plan. He did make some changes to it but nothing significant but made it a little easier to see and a little larger and added color.

Mr. Franklin stated that they have been doing a topographic survey as weather permits of the property. We have gotten to the point, that what you see on the map, is what has been accomplished. Everything is a result of the survey work.

We have located Route 107 every 50 feet, both edges of the road. All the utility poles, the signs, the wetland flags and you can see some across the street is Penguin Realty which is Mr. Mikes. He stated that he just wanted it for orientation.

We have located the Freese's Pond Road and it is shown in brown. This is real positions of everything. He took the NHDOT Project Number 50926 plan and basically traced the geometry off that plan. It is a 66-foot right-of-way, 33 feet off each side of the center line. By locating the whole road in the survey every 50 feet, he was able to make the geometry for the plan. Likewise, with the Freese's Pond Road and the lots dashed in red. He stated that he took a copy from the Registry of Deeds, he made a .tiff image out of it, and traced it to try and make the geometry fit as best as he could. On that plan, there were no bearings, no road geometry, there were dimensions of the lots only. He stated that he was just going to trace everything and see how it fits overall. That was the limits that he thought he could use as he was supposed to use existing information.

Selectman McGarry stated that this was a herculean effort that Mr. Franklin undertook.

Mr. Franklin stated that you can see on the map that the road is not constructed in the Freese's road right-of-way.

Chairman Barry stated that it goes where it wants.

Mr. Franklin continued that it does and if you were out on the site, you can see why. He has shown the red lines as the approximate property line. You notice that most significantly that Freese's Pond Road has a center line symbol running up the middle of this road. According to standards, if the road has not been dedicated or deeded to the town as a public road, then the property line extends to the center of the road. He felt that this was important to show as the abutters also own a portion of the right-of-way. If the town were to do anything within the right-of-way, you might have to get permission from those abutters or the town can lay the road out although he didn't know if the road could be laid over what has been constructed without an actual taking and would probably have to pay damages and such.

Chairman Barry stated that thankfully, the town owns two of the lots that are on the other side.

Mr. Franklin stated that would be great for doing lot line adjustments.

Mr. Franklin stated that he has estimated elevations. He stated that they found a benchmark on the left side of the street where the intersection of Freese's Pond Road and Route 107 come together. They found a standard disk that was placed there in 1934. The elevation is NAD (North American Datum, 1988) and everything is based on that benchmark.

The work itself, he figured is 75 percent complete. Because of the amount of snowpack and ice that is out there at the moment, he felt that it might be advantageous for planning purposes to have whomever is doing the siting of some facility in there, once the Selectmen have agreed to where they would like to have something done, go out and finish the contract by surveying in more detail in that area.

As you can see from the front, the big, black knob is up to elevation 460 and down to 440. It is a 20-foot rise. That is surrounded by wetlands. With the 100-foot setback for wetlands, or maybe 50 feet or 25 feet because these lots were created prior to the adoption of wetland setbacks. That is something for the town to consider but that he didn't want to spend a lot of time in those areas where the wetland setbacks might prohibit any construction.

Selectman McGarry asked Mr. Franklin if the knob that sticks up, if there was any indication that there was ledge in it.

Mr. Franklin stated yes.

Selectman McGarry went on to state that he thought that previously that someone might have said that the knob might have been gravel but that this pretty much confirms what he thought it was and that it was probably ledge.

Mr. Franklin stated that they noted on numerous topographical charts, base of ledge that is exposed in that area. It is more so on the back side than the front. Someone had been out there doing topographic survey work. We found little bits of wetland flags, we found some stakes, we found where people were cutting lines. It might have been left over from True Chesley but that was 1978 or so. He didn't think that this would be still around.

Selectman Robertson stated that he thought that it was left over from the former fire chief and former police chief doing some casual investigation.

Vice Chairman Pitman explained that they were hoping to do a presentation eight years ago. He also asked what the red lines cutting across the map were.

Mr. Franklin stated that those were lot lines from the original subdivision plan.

Vice Chairman Pitman asked if this was a six-lot subdivision.

Mr. Franklin stated that no, it was a huge subdivision.

Vice Chairman stated that just inside this area it was six lots to which Mr. Franklin agreed. It was a subdivision of six lots over twelve acres.

Chairman Barry asked what the setbacks would be from wetlands which Selectman McGarry answered that it would be 100 feet.

Discussion regarding usable areas between selectmen started and it was stated that the usable areas would be to the left of the knob and up in the far-right corner.

Mr. Franklin stated that he wasn't so sure about the far-right corner as he seemed to think that there might be ledge up there. Once the ground is bare, he would be able to get a better idea.

Chairman Barry asked because he doesn't know the answer if they could do wetland mitigation in Area A at the back of the lot.

Selectman McGarry stated that what would have to be done is the town would have to go to the State to get the wetlands mitigation and if the town wanted to get any structures closer than 100 feet, they would have to go to the ZBA (Zoning Board of Adjustment).

Chairman Barry stated that it does look big enough on the left-hand side to which Selectman McGarry agreed.

Vice Chairman Pitman asked about parking lots as far as the 100-foot setback.

Selectman McGarry stated that it was just structures.

Mr. Franklin stated that he could add a hundred foot and fifty-foot setback line from the wetlands and give the Board another set of plans. He asked if the town had a consultant that they are using for this project to which the chairman and others answered no.

Mr. Franklin stated with enough people on the board that could site things, he could go back out and mark out some areas that the Board thought where they might like to put a building then he could do more detailed topography around that. He said that he could delineate the wetlands in bright red.

Vice Chairman Pitman asked if the lines that go across the plan are null and void to which Mr. Franklin stated that he didn't know how the town took those lots. He couldn't answer the question as it would need to look at the tax rolls to see how they were taken whether all at once or a number of things that could come into play.

Chairman Barry stated that he recollected that it was taken in one piece and Selectman McGarry added except for the three lots that had been sold.

Mr. Franklin stated that he could eliminate the lines and that he is pretty confident that the center line of Freese's Pond Road is going to be the boundary line.

Chairman Barry asked that Mr. Franklin put the 100-foot setbacks in a color that the Board could differentiate from which Mr. Franklin stated that he could.

Chairman Barry also asked about the wetlands A, B and C. Mr. Franklin stated that there was also a wetlands D.

Mr. Franklin stated that he didn't show wetland D from wetland C because it is all connected and it is opposite Map 209, Lot 46, in between the two telephone poles, the little finger that extends up to the southwest. That's D.

Mr. Franklin continued to state that work that would also need to be done on this or needs to be continued to be done is "what is the state's right-of-way"? The drawings that he has from the state that were noted here show the old right-of-way and they show the new right-of-way. There is evidence of the old right-of-way out there so there would be some paperwork if the state had given up their use of that, there should be a document here in the selectmen's files saying that the state no longer needs the right-of-way and the town can do what you want with it.

Selectman McGarry asked if the right-of-way is actually laid out rather than by prescription.

Mr. Franklin stated that there is a drawing that they show 33 feet. He didn't track down a deed from it. It is probably there and he stated that he could do that as all part of this work.

Chairman Barry asked if the red line that goes along Route 107 is where the 33-foot line would be.

Mr. Franklin stated that yes, the red line that is shown on the subject property is the limits.

Selectman McGarry remarked that when some DOT highways are by prescription which means basically if they're using this area within this right-of-way, this area, they consider it to be theirs but there is no actual, formal right-of-way as such laid out.

Mr. Franklin stated that he could look up the information for the right-of-way before he does more work out on the land. He also stated that he didn't find any monumentation drawings or anything that says bound set and he didn't find anything on the plans themselves that note right-of-way taken on such and such a date. He will track that down.

Chairman Barry stated that other than having the wetlands marked with 100-foot setbacks, is there anything else that was needed from Mr. Franklin.

Selectman McGarry thought that there was a drain that comes from Wetland C and crosses over Route 107 going towards the southeast basically onto the 77 North Road property but he didn't know where the location is. He stated that he vaguely remembers seeing it out there. He also stated that this would wait until all has melted.

Mr. Franklin stated that he would appreciate if they could finish this before the leaves come out.

Chairman Barry asked the Board members if they agreed that there is enough room there to do what they wanted to do to which all tentatively agreed especially according to Vice Chairman Pitman that they see the 100-foot marks for setbacks.

Selectman Robertson stated that he was looking at the graphic scale on the plans and there isn't a lot of room. The 100-foot mark is going to cut pretty deep.

Vice Chairman Pitman asked Mr. Franklin if he could have the map with the 100-foot setbacks ready when the Board meets in a couple of weeks to which Mr. Franklin stated that he could probably get it back to the Board by the end of the day tomorrow.

Chairman Barry stated that would be fine. Meantime, he stated that Mr. Franklin would like to be paid 75% when it's convenient which is \$4,650.00.

Motion: Vice Chairman Pitman moves to pay Mr. Franklin \$4,650.00 which is 75%.

Second: Selectman Robertson

Discussion:

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

All the board members thanked Mr. Franklin for a great job and Chairman Barry stated that they looked forward to seeing the next setup.

Mr. Franklin asked that when the Board would like him back to just get a hold of him and he will get back to the Board.

Regular Business:

Review of Outstanding Minutes – 1/22/2018

Motion: Selectman Robertson moves to approve as written

Second: Selectman Shute

Discussion:

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

Review of Outstanding Minutes – 1/29/2018

Motion: Vice Chairman Pitman moves to approve as written

Second: Selectman Robertson

Discussion:

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

Account Payable Manifest - \$1,089,109.18 of which \$1,000,000.00 is for the school

Motion: Selectman Robertson moves to approve

Second: Selectman McGarry

Discussion:

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

Chairman Barry stated that he had a Current Use Application to correct a previous application due to clerical error. The Registry requires forms to be printed single sided. This is for Janet & Andreas Kowokoski, 119 North Road.

Motion: Vice Chairman Pitman moves to correct the clerical error

Second: Selectman Robertson

Discussion:

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

Chairman Barry stated that this application concerns 5.39 acres.

Request to Collect a Land-Use Change Tax in the amount of \$8,600.00 – Daniel Robertson, Map 416-22 on Nottingham Road.

Motion: Selectman Robertson moves to collect the Land-Use Change Tax fee

Second: Selectman Shute

Discussion:

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

Request to Collect a Land-Use Change Tax in the amount of \$31.00 – Scott and Lisa Shepherd, Map 424-16. This is a lot line adjustment with Russell Perron.

Motion: Selectman Robertson moves to approve the lot line adjustment and collect the tax resulting from this approval.

Second: Selectman Shute

Discussion:

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

Chairman Barry read a notice from the police chief which stated that he wished to inform the Board that he has concluded the hiring process and as such, he is recommending that the town hire Todd Carr to fill the vacant, full-time patrol officer slot. Mr. Carr did an excellent job throughout the process which included a physical agility test, oral board interview, an extensive background check, polygraph, psychological exam and Chief's interview.

This position would put the town back up to its full complement of eight, full-time officers.

Upon Select Board approval, his anticipated start date would be the 15th of February and would be looking to get him into the next available academy which starts on April 30th. Chief Duquette stated that he also attached a Personnel Action Form for the Board's signature.

Motion: Vice Chairman Pitman moves to hire the gentlemen per the Chief's request and have the Chair sign the Personnel Action Request Form

Second: Selectman McGarry

Discussion:

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

Notice of Intent to Cut Wood or Timber – Robert and Jeannette Wolfgramm, Map 414, 106-8 off Lang Road

Notice of Intent to Cut Wood or Timber – Roscoe Blaisdell, off Lang Road

Notice of Intent to Cut Wood or Timber – David Gazzola, Map 414-70 on Range Road

Chairman Barry stated that he had a written quote from the Highway Department for the water system.

"We're proposing to replace the 18-year water treatment system located at the Deerfield Highway Shed with a new two cubic foot neutralizing filter and a new two cubic foot conditioner with Wi-Fi capability with resin cleaner drip feed. We will also replumb throughout the systems with PVC pipe.

A final installed cost of \$5,985.00."

Chairman Barry stated that he is led to believe that this problem has occurred because of their washing the equipment and running a whole lot of water through the system. He stated that he would like to investigate by-passing the system with the water that they're using for the trucks and shoring up some of the plumbing down there before we put \$6,000.00 into a water system down at the highway garage.

Selectman Robertson stated that the only thing that he would mention is that he believes that the untreated water actually leaves a film on the equipment and the vehicles which is why they are using the treated water. We can look into it but he believes that it leaves a fairly visible "patina" for lack of a better term wherever they hit with the water.

Vice Chairman Pitman asked if that is something that they would get a bid on.

It was stated that it would need quotes.

The quotes started at \$6,285.00 but a Town of Deerfield multi-system discount of \$350.00 brings it down to \$5,985.00.

Selectman Robertson stated that we should get at least three quotes since it is going to be an expenditure over \$5,000.00.

Mr. Harrington stated that this was just the first one that came in order to bring it to the Board's attention but before we move forward he would probably get a least two more quotes.

Board members agreed that more quotes were needed.

Selectman McGarry asked if there was an analysis of the water at the highway shed to which Mr. Harrington stated that they didn't have one.

Mr. Harrington stated whether they did one independently, the only building that is tested is the George B. White Building because of the inhabitants using water in the building as a water source.

Selectman McGarry stated that he just wanted to see the analysis of what the water was and then also something that is somewhat hazy as to what the intent of the conditioning unit was.

Chairman Barry stated that the town should test the water to get a better idea of what kind of system would work best.

Selectman McGarry stated that he would imagine that anybody who's going to be bidding on the replacement would need to have an analysis on the water so that they could put together a bid that would correct the problem.

Mr. Harrington stated that he would get an analysis of the water at the highway shed.

Selectman McGarry stated that if Mr. Harrington would like, he could pick up sample bottles at the state tomorrow and once we get a sample he could drop it back off with the state.

Chairman Barry continued that once we have a sample and talk to some experts in the field, perhaps we can come up with a way that we can have a water system for drinking and maybe a filter or something for washing the vehicles.

Chairman Barry asked if anyone remembers two years ago when Dave Whatmough and another fellow donated labor and doors to fix the two doors at the Town Hall on the back. He continued that they were never finished. The two doors together that were emergency exits from the second floor were so tight that they basically had to be manhandled open. The push bar that had been bought for it was in a box in the back room behind the stage and it was only for one door. We had two doors. It wasn't the correct one.

Ray (Ellis) had to bring his planer and his joiner over to fix the doors so that they would actually open, including the one door that when you were looking at the stage on the second floor, I mean the first floor, you go out that door, the emergency exit, you again, also had to pretty much run into it to get it to open.

Ray fixed both doors but since the push bar for the two doors was wrong, it will work on the other single door which has the old push bar, about 50 years old currently on it.

Chairman Barry continued that a quote was gotten from Allsafe and Lock of \$2,432.00 to put the correct push bar on the double doors from the second floor and to use the push bar that we have already that hasn't been installed and install on the first-floor exit.

Selectman Robertson stated that he was in agreement that we should move forward with this and would also like to note that I think the folks that put the doors together did a fine job and it more than likely the installation follow through on the part of the town that led to this situation.

Selectman McGarry stated that all he could say is thank God that we didn't have any fire in that building and people needed to bulldoze their way out.

Chairman Barry asked if everyone was okay with going ahead with the repair. All Board members were in agreement.

Chairman Barry stated that the town received a quarterly check from Standard Power of America for \$796.56.

Chairman Barry continued that DRA has send the town the "Equalizing the Local Assessed Valuation of Municipalities and Unincorporated Places throughout the State". Report.

"Based on the enclosed survey, we have determined a median ratio for the land, buildings and manufactured housing in your tax and your municipality for tax year 2017 to be 88.1 percent and we've also determined the overall equalization

assessment sales ratio for the land, buildings and manufactured housing in your municipality for tax year 2017 is to be 87.4 percent.”

Chairman Barry stated that the town gets this report every year. We’re a little far away from 100 percent but I guess the land values are just jumping.

Chairman Barry asked when are we due for a reevaluation. Board members stated that the town does a quarter of the town a year.

Chairman Barry added that the full evaluation is two to three years away, he thought. He added that he thought that the town did one in 2015.

Selectman Robertson stated that he didn’t recollect but he has it all stacked neatly in his budget folder so that he could answer that question but he didn’t have his budget folder.

Chairman Barry stated that he thought that everyone would like to know.

Town Administrator’s Report:

Mr. Harrington stated that he had two items for the Board.

Just to update the Board, there was another flooding issue today in this room. It was here this morning when he came into the building.

Neither Ray or he thought that the light rain that we got over the weekend would cause any problems. There was no snow on the roof which we believe caused the issue the first time but its unlikely that it was the snow and rain combination given that it was light rain that caused it to flood again.

Mr. Harrington consulted with the highway agent and at this time we feel as though the drain work that was done a number of years ago when the parking lot was dug up and there was for lack of a better term, French Drain was put in and then the pipe brought all the way down the back of the side of the building is likely frozen. The highway agent doesn’t believe that it was put below the frostline so there’s really no way to fix that at this time.

Come spring when the ground thaws, we need to look further and investigate which will likely result in some ground work and excavation to correct this problem once and for all.

In the meantime, we are using the purchased sump pump which you all have been listening to throughout the meeting and Mr. Harrington has instructed Mr. Ellis to just leave that on to be functioning as a backup for the rest of the winter season until we have the thaw.

Selectman Robertson stated that he was going to mention in a completely non-technical basis after the first flooding that he had a recollection that Mark (Tibbetts) had kept a black chunk of hose running out the front of the building in the past two years burping out water most of the winter.

Mr. Harrington stated that it was a consensus by the road agent and his recollection, Paul Kimball was the one that did the excavation work and that it wasn’t deep enough and it’s likely frozen and/or maybe from the weight of some of the trucks going over it, might be even collapsed. So, it’s not correct and so we need to look at that in the spring to make sure that this doesn’t keep happening.

Selectman McGarry asked if they were asked how deep it was and it was stated that no one could recall.

Chairman Barry stated that maybe we could get someone that does the camera examination when it hopefully thaws out to see whether or not its been damaged or something along those lines.

Mr. Harrington stated that there is not much that can be done right now with the ground frozen.

Selectman McGarry stated that if the concern is if it is not below the frost line, I think the best thing to do is to drop the drain and really don't need to do the camera if we need to replace it anyway.

Chairman Barry stated that he makes more sense to him to go down, cut it out and put it two or three feet deeper.

Mr. Harrington stated that with working with the police chief, the Park and Ride that the town operates across the street is town property and there is a sign out there that indicates that it is for Park and Ride. There have been several instances where we've had vehicles and/or trailers over there for a substantial amount of time. Some of them registered, some not. Unidentifiable.

Selectman Robertson stated that he saw that one of them had been moved from a neighboring town to our lot.

Mr. Harrington continued that the police chief approached him to see if we could better sign on that property. Mr. Harrington stated that he had given the Board a draft in their folders of some proposed language for a sign that will be placed right below the existing sign but it gives people clearer information as to what that space is used for and also properly warns them that it is for daily use and if you are planning to park an unregistered vehicle and leave it there for any length of time, it will be towed at the owner's expense.

Mr. Harrington wanted to bring it to the Board's attention and if you approve I can move forward and have that sign made and installed.

Chairman Barry asked the Board if anyone had a problem to which no one did.

Chairman Barry asked if the town had received any reply to the letter we sent to the gentleman in charge of fire wardens to which Mr. Harrington stated that they had not.

Chairman Barry asked when it was sent out and it was stated by Mr. Harrington that he thought that it was sent out at least a month ago.

Chairman Barry and others on the Board recommend that the town administrator send a follow up letter.

Vice Chairman Pitman asked that while we are on the signs, any update on red versus green.

Mr. Harrington stated that he did check with the building code enforcement officer. He showed him recent plans of Major John Simpson Way. It's his feeling that what is occurring is that as these plans are being brought to the Planning Board they're coming in fully labeled with road names along with the entire plan and once the Planning Board is approving them by signing off on the plans, they're running with that and looking at the entire plan including the road names as being approved.

Selectman McGarry stated that the Planning Board is still suppose to be sending those names to the Board of Selectmen so he will have to talk with the Planning Board at their next meeting.

Selectman McGarry also added that he thought that the Board was going to send a letter to the developer on the Major John Simpson Way telling him that the name of the road doesn't comply with the Board of Selectmen's standard policy as well as the color of the sign and that they are going to have to redo that sign following a submittal of the proposed name to the Board of Selectmen.

Chairman Barry asked where the development in question was to which was answered on Church Street by the powerlines.

Vice Chairman Pitman stated that Selectman Robertson stated there were more than just this one. Selectman Robertson stated that there is "Lois Lane" up off of Ridge Road as well as "Forest Glen" to which he stated he didn't know if that was a private road.

Chairman Barry asked if there could be a process to look back at these people.

Selectman Robertson stated that the Planning Board can certainly make that part of the planning process but it probably wouldn't be a bad idea to have the Code Enforcement Officer whose out there looking at this stuff ahead of time to advise people that they need to get road names approved by the Board of Selectmen.

Selectman Shute stated that while they were on signs, Parks and Rec had talked about doing signage for the plywood sign boards.

Mr. Harrington stated that Parks and Rec is working on the signage now. He has asked them to draft up all the proposed signs, what they are going to look like, what kind of wording and they're still working on those at this time.

Mr. Harrington stated to clarify on the street naming, do you want a policy or a procedure developed.

Many of the Board members stated that there is currently a procedure already on the books but that it just hasn't been enforced.

Mr. Harrington continued it should state to check with the Building Code Officer and Selectman McGarry stated that he would mention it to the Planning Board.

Selectman Robertson stated that the Building Code Enforcement Officer was in on the original 9-1-1 specs when we went with what type of road names we were and what color signs we were going to use. It wasn't just the will of the select board, it was in conjunction with the 9-1-1 address and emergency services plan.

Selectman McGarry asked Mr. Harrington if he was going to talk about the meeting with Epsom today.

Mr. Harrington stated that he was going to defer to Selectman McGarry under new business.

Unfinished Business:

Chairman Barry started that he was going to ask the Board to change the Default Budget number.

Motion: Selectman Robertson moves to drop the current default budget from \$3,947,590.00 to \$3,910,923.38.

Second: Selectman McGarry

Discussion: Selectman Robertson stated that the changes in the budget include town administration full time employee line – a reduction. Town administration contract line – an increase. The town administration mileage line – an increase. The FICA line – a reduction. The Medi line – a reduction as well as a reduction in the transfer station heavy equipment line which he didn't know the total reduction but roughly \$44,000.00-\$45,000.00 and Selectman McGarry stated it was \$46,000.00 something but that is what the Board told the deliberative sessions and makes perfect sense accounting-wise.

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

Chairman Barry stated that the Default Budget is now \$3,910,923.38.

New Business:

Selectman McGarry stated that he and Mr. Harrington had a meeting with the Epsom Town Administrator and one of the members of their Board of Selectmen to talk about the town boundary on Griffin Road. Apparently, David Noyes, a surveyor that lives in Epsom and also very interested in the town boundary, discovered the fact that the town boundary on Griffin Road has been moved 26.32 feet into Deerfield. As it currently stands, incorrectly, Epsom has claim to 26 feet of a strip of land 26 feet wide in Deerfield. That boundary marker should end up being moved and a new boundary being set in the proper location, 26.3 feet to the north of where it currently is right now.

Apparently, it is a stone that is there that is marked with a "D" and an "E" but obviously it's been moved by somebody.

Selectman Robertson stated that this first came to light a few years ago when I think Deerfield first went to Cartographic with the online tax map setup that we have and Epsom followed suit shortly thereafter and Cartographic actually called attention to it and said we have a fairly significant overlap on the town line.

If you log into Deerfield and then log into Epsom on CAI, you can see it pretty clearly and in fact it affects property that was donated to the town four or five years ago. It runs into the town on a lot. It's pretty significant that it's fairly long strip. 26.3 feet doesn't sound like much until you take it a half mile.

Chairman Barry asked if there was a remedy for this.

Selectman McGarry stated that they had talked about setting a granite bound at the correct point and splitting the cost of the bound between Epsom and Deerfield and having David Noyes set that bound with the help of the Epsom Road agent who would drill a hole.

They had talked about using a 6-foot granite bound to place there with a portion of it sticking up above the ground to locate and identify that it is a town marker.

Chairman Barry asked if there was any idea of the cost to which Selectman McGarry stated not at this time but all agreed that it needed to be done.

Selectman Robertson asked Selectman McGarry if they talked about the differentiation from Swamp Road and Selectman McGarry stated they suggested another meeting to talk about Swamp Road.

Selectman Robertson stated that his comments were in regard of coming from Swamp Road because there's a significant, long, pie-shaped differentiation at that point too.

Selectman McGarry stated that the Epsom Town Administrator did have that.

Selectman Robertson stated that he had some recollection of Fran Menard spending some time studying the Griffin Road one and that actually he thought that the movement came about when Merrimack and Rockingham Counties changed their county line at some point and that apparently led to the original confusion as to that marker.

Selectman McGarry stated that Epsom was going to get back to Deerfield with the costs.

Chairman Barry asked if anyone else had any new business.

Selectman Shute stated that he wanted to remind people that the Winter Carnival is February 17th from 10-6 at the Town Hall/Gazebo.

Selectman McGarry stated that while we are doing work at the town hall, I went to use the small bathroom. Apparently, we have a latch to lock that door which allows for the door to partially open and I think if we are going to be doing work there that we should try and get a new lock for that door so it doesn't partially open.

Mr. Harrington stated that he would have Mr. Ellis look at it. He asked if it was the left or right bathroom as you are going out and Selectman McGarry stated to the left, under the stairs.

Citizen's Comments:

Ms. Cady – Old Centre Road

She was wondering why people don't get in the report of finances for the town, the revolving funds report. She stated that there was one for the police and one for Parks and Rec and she stated that these weren't there.

Mr. Harrington stated in the Town Report and Ms. Cady stated no, in the town budget, there wasn't anything there.

Selectman Robertson stated that he did have sheets available for the budget committee upon request and they never requested the information so he didn't distribute them during the budget process.

Chairman Barry asked if it would be in the Town Report and Mr. Harrington stated that he believed that it was. Selectman Robertson and Mr. Harrington both stated that the detail isn't in the town report, just the balances.

Ms. Cady went to say that at some point she thought she heard that there was \$220,000.00 or \$224,000.00 in the Parks and Recreation but there's no detail and you never see it in your manifests what they have spent and she thought that whenever

revolving funds were spent, the selectmen oversaw that expenditure and yet when she looks through the manifest, she never sees anything that shows you have looked at it and approved it.

Chairman Barry stated that they aren't in control of the Parks and Rec.

Selectman Robertson stated that items that Parks and Recs buys do come through on the manifest. He continued that items that Parks and Recs expends money on whether it's out of the revolving fund or not but almost it is in the manifest.

Vice Chairman Pitman stated that you will see it with references like "coaches and refs", and Selectman Robertson added "t-shirts", tickets, whatever money they spend.

Ms. Cady stated so when I see the names of the employees and so forth, is that same true with the police.

Mr. Harrington stated that the revolving fund is for detail work so it would show up as detail work so would come out of that fund.

Ms. Cady stated that this brings to mind that she didn't know if the NH Municipal has talked with the town about the fact that there is a bill in the legislature. They're trying to get the town's 15 percent paid by the state, of the retirement. I haven't heard any position taken by our town. It will be voted on Wednesday.

Motion: Vice Chairman Pitman moves to adjourn at 6:35 p.m.

Second: Selectman Robertson

Discussion:

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

Next Meeting: Monday, February 26, 2018 at 5:30 pm

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