

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
October 1, 2018  
MINUTES**

**Call to Order**

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

**Present:** Richard Pitman, Chairman; Andrew Robertson, Vice Chairman. Fred McGarry, Jeff Shute and Cindy McHugh, Selectpersons.

**Pledge of Allegiance to the Flag**

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

The Board of Selectmen award John “Jack” Sherburne the Boston Cane Award.

Ted Gatas – Manchester, NH is running for Executive Council. He stated that he has been visiting all the towns and cities in his district just to let them know that if he is fortunate enough to be elected, he will be back after the election and give the Board his card in case you have any issues in Deerfield, you’ll be able to call him and certainly he hopes that he can respond.

With that, he opened up for questions from the Board.

Chairman Pitman thanked him for coming and appreciated him coming to Deerfield to which Mr. Gatas stated no problem and that he’ll be back if they are successful in November.

Chairman Pitman thanked him.

**Budget Presentations**

**IT – Page 8**

Mr. Harrington stated that he would present the budget for Steve Jamele, the IT director.

Mr. Harrington stated that there are a number of items that he would like to draw the Board’s attention.

First would be the vendor maintenance and support which is up \$3,621.00 over last year. That is due to increased fees for the current software support that we have to keep us using the same programming that the town has available.

The second item of note is equipment which is up \$7,905.00 which is due to some of the machines that the town currently uses function on Windows 2007. Windows 2007 will no longer be supported very soon and those machines will not operate with Windows 2010. He is going to have to upgrade certain machines within the town offices in order to function with Windows 2010.

Vice Chairman Robertson asked Mr. Harrington if he knew how many machines are going to be updated as eight grand is a pretty hefty step up to change versions of Windows.

Selectman Shute stated that it was 17 machines were going to be updated.

Mr. Harrington stated that he believed that it was in the backup. Usually Steve is pretty detailed with his information. Selectman McGarry confirmed that the number of machines is 17.

Mr. Harrington stated that the backup is showing 17 desktop computers, 2 LCD monitors and two universal power supplies.

Selectwoman stated that these aren’t backups, these are new machines to which Mr. Harrington stated that these desktops would be new machines in order to function with 2010.

Vice Chairman Robertson stated that's what he was looking for.

Chairman Pitman asked if there were any other questions from the Board to which there were none.

#### **MBC – Page 9**

Mr. Harrington stated that he talked with Andrea Hotaling, who is the newly elected chair of the MBC and she was uncertain whether or not she'd be able to make it tonight so she sent him an email to read in her stead if she wasn't here so he'd like to read that.

"Thank you for the notification about the 10/1 Board of Selectmen's meeting. Unfortunately, I was unaware of this review and presentation of the MBC budget and I will possibly be out of town on October 1<sup>st</sup>.

Please report to the Board of Selectmen that I was just made aware of the required budget presentation and maybe unable to appear in person.

Please submit the MBC budget at the same figures as last year's budget lines without any notation that we have reviewed or approved this submission.

The MBC will address any proposed changes to the MBC budget as part of the review process of the complete town budget.

Thank you  
Andrea"

Chairman Pitman stated that they would save questions on the MBC budget for another night.

#### **Town Clerk/Tax Collector – Page 3**

Chairman Pitman took this time to thank Ms. Roberts for the great job her and her assistant did at the mid-term elections.

Ms. Kelly stated that they were very excited and it went very well.

Ms. Kelly stated that she was very pleased to present her 2019 proposed budget this evening.

She stated that she would like to point right off the bat that it's \$13.00 less than the default budget and she was able to get everything she was trying to accomplish done in that budget.

It is her hope to gain the Board's support and the community support for her budget.

You'll see, being a newly elected collector, you'll notice that my budget is lower than the default, the changes within the individual lines are more stylistic between the way that she is operating compared to the outgoing tax collector.

You'll note under each description, she has notated what was changed if that line has increased or decreased.

The main line that she would like to draw the Board's attention to is the town clerk, full-time employee line. She has included a 5% increase for both herself and her deputy while still coming in less than the default budget by \$62.00. If the budget is approved in March, the raises would be retroactive to January 1<sup>st</sup>.

She would also like to say that her deputy, Kim Crotty has done an amazing job. She had a great review and is a quality employee that we want to retain.

The 5% increase for her is based on her outstanding performance, her fantastic review that she had as well as for successfully completing several crucial trainings so that she can do all the things that we do in our office. She is also very proud of her for completing her first year of the four-year town clerk/tax collector joint certification which is a big deal.

The increase in Ms. Roberts salary line equates to about 5% as well. She has provided the Board with an updated, comparable salary list from ten other towns that are around our population size, our full-time positions and our combined department like ours.

She stated that they are two departments combined into one. As you can see from the comparison sheet that she gave the Board, she is the lowest paid combined town clerk/tax collector around. The salary that she is requesting in her proposed budget is \$48,048.00. That is still on the low side of the scale and she felt that it is very reasonable at this time.

Although she is salaried right now, at \$45,760.00 for 40 hours a week, she is easily working 50, 60 plus hours a week and more during peak election times.

Ms. Roberts stated that she has a lot of great plans for 2019 as well as got a lot done this year.

Ms. Roberts asked the Board if they had any questions on the specific lines that are changed?

Chairman Pitman stated that it was great news regarding the total budget that Ms. Roberts came in with.

Ms. Roberts stated that she was really excited about that. She stated that this is a unique year that she was able to do this because of the outgoing town clerk/tax collector and then Ms. Roberts coming in as clerk. She stated that she was always going to try and come in with a very even budget.

She continued that she thought that this would give both of them to be at a pay where they should be and she understood that there will be some years where this won't be able to happen but she saw the opportunity here.

Chairman Pitman asked members of the Board if they had any questions for Ms. Roberts.

Selectman McGarry stated that he noticed that the tax search line was down about \$2,500.00 but based on what we've expended this year plus what it was in 2017, it looks like the \$3,000.00 budgeted appears to be a reasonable number to which Ms. Roberts agreed.

Ms. Roberts stated that she had one more thing but that it wasn't budget related. She stated that she would like the blessing or approval of the Board, on December 24<sup>th</sup>, which is Christmas Eve, she would like to close the office down. She would like to take a vacation this year and to accommodate her holiday and her deputies holiday traveling schedules, that is what they would like.

They would advertise it well in advance and all the websites, social media, the Forum and wondered if the Board had any thoughts.

Vice Chairman Robertson asked what the day of the week it is and Ms. Roberts replied that it is a Monday, December 24<sup>th</sup>, Christmas falls on a Tuesday.

Board members remarked that they didn't think much was going to happen on that date.

Chairman Pitman stated to just put out some kind of notice ahead of time.

### **Water Holes/FF – Page 36**

Chief Fisher stated that when he was putting the budget together, he had stated to Mr. Harrington that they were just going to carry the water hole budget as is for this year. Chief Fisher stated that he thought that it was adequate. The line of \$1,000.00 for forest fires, and as you know, we had one forest fire up on Raymond Road, but that was able to be reimbursed by the responsible party.

If we don't have anything significant where the state's involved, and we get partial funding, so he would think that this budget is fine. He stated that knew that they had a misstep with the warrant article for the water supply which was a bit of a bummer with respect to the wording and we weren't able to fund that. He would like to put forth that warrant article again which will help with the water hole line to continue building water holes and maintaining them.

Chairman Pitman asked if anyone had questions regarding the Firehole budget to which none were noted.

## **Fire/Rescue – Page 37**

The proposed 2019 budget is approximately \$7,030.00 above the default budget that the fire department is in currently. \$5,050.00 of that is directly related to dues and subscriptions with the Seacoast Fire Chief's mutual aid group which provides them with being part of a mutual aid group as well as a hazmat group and the Fire House software from this year which would leave approximately \$1,980.00 which is about 7/8ths of a percent increase.

One significant decrease that will probably jump out is the PPE line or the fire/rescue protective gear. The default budget is \$62,430.00 and he is looking more towards \$26,000.00 and the rest of that money has been moved around towards increases in fire hose replacement, electronic equipment and that sort of thing.

Selectwoman McHugh asked what line it was regarding fire/rescue protective gear to which Chief Fisher stated it was the line that was \$62,430.00 which in previous years he believed that purchased air packs and that sort of thing.

Selectman McGarry stated that it was line 93.

Looking at the budget with respect to an existing line which would be line 660 – fire/rescue vehicle maintenance and repairs. The current line is \$12,280.00. Earlier in the year he had to do major repairs for the motor in Rescue 2 and the Tahoe a couple times to get through inspection season there are still a couple of vehicles to finish up.

The line has been over expended currently and he expected that to continue with the few bills that still have to be processed. He thought that the \$15,000.00 would be a better "on average" mark. He would hope that next year's maintenance won't exceed that number but might be a little more accurate with the age of our fleet.

Selectwoman McHugh stated that most of the repairs are done now to which Chief Fisher agreed. She asked if he thought there would be more repairs next year.

Chief Fisher stated no and that's why he is saying if on average the budget was \$12,280.00, and this year we are at \$15,000.00 which doesn't include the \$12,000.00 for Rescue 2 and the \$2,500.00 that has been taken out of the expendable trust already which is not reflected in the budget.

Vice Chairman Robertson stated that if there was no expendable trust, the line would have been overspent to which Chief Fisher stated that it would have been \$14,000.00 to start in January.

This year, the town supported the \$20,000.00 expendable trust which he believed the wording noted it was coming out of surplus if he remembered correctly so he would assume it wouldn't be available until the end of the year to offset the budget but was not sure how it would work.

Selectwoman McHugh asked about the testing of the hose, the pumps, is that done yearly or every other year to which Chief Fisher stated that it was done yearly. NFPA recommends yearly.

The pump testing is going to be happening next Friday and he has scheduled the hose testing and ladder testing the week after that.

Selectwoman McHugh asked that in the past, the testing should have been done yearly and not every other year to which Chief Fisher stated that this was the guidance that he has been given.

Chairman Pitman asked where he got the information regarding testing whether it was through Primax or who. Chief Fisher stated that he was told the NFPA recommendation was every year. With NFPA recommendations, it's the kind of standard to try to achieve.

Selectwoman McHugh asked what the subscription to Seacoast Chiefs gives the town.

Chief Fisher stated that it allows Deerfield to belong to a mutual aid group and also our hazmat group. In the past, we have not belonged to a hazmat group so it gives the department a wonderful resource to pull from.

Selectwoman McHugh asked if they had air trailers and that kind of stuff to which Chief Fisher replied yes.

It's on the same idea with taking the blast system out of Rescue 2 because on the town's second alarm assignment, Lee is coming automatically with their air trailer. If Deerfield had an incident where it was needed, their system actually generates air.

Selectman McHugh stated that with the new cascade system we wouldn't need them to which Chief Fisher stated that was incorrect, the new cascade system is in the station only so if the fire department goes on a carbon monoxide call or a chimney fire, we would still need to fill up our air bottles at the station. The air trailer would come on a larger event with a second alarm.

Chairman Pitman stated that Lee would bring the trailer right to the scene.

Chief Fisher stated that Seacoast Chief's has three. There is one housed in Lee, Rochester and Rye he believed and who Seacoast Chiefs is set up, they have designated your primary, secondary and third basically depending on where the town is situated, what they will assign you for that air trailer. He continued that he thought it would be the pickup from Lee with two fire fighters, brings up the trailer, stays with it, however many air bottles you need to fill up at a large fire gets done.

Selectman McGarry stated that the budget shows a \$10,000.00 increase in the equipment electronic and maintenance. Do you want to elaborate on that line?

Chief Fisher stated that it is in line with the proposed budget from last year. He understanding, if he remembers correctly, when the fire and rescue budgets were merged, some lines existed in one budget that weren't quite the same in the other so if you look at the backup, it's basically covers four new pages, three new portables, money to continue to work on some computers and upgrades for actually having a few more computers, a new mobile radio. So basically, continue replacing the 20-year-old plus radios that we have in the trucks physically and then a line for repairs to pagers, portables and that sort of thing.

Selectwoman McHugh asked how many more mobiles need to be replaced to which Chief Fisher answered he thought three which would be ones in Engine 1, Tank 2 and Forestry 2.

Chairman Pitman asked if there were any more questions to which Selectman McGarry had one regarding contract software which was \$8,000.00 when there was only \$2.00 for the budget.

Chief Fisher stated that this was just a \$1.00 line but merged them into that line and included the LifePack 15 maintenance, the LUCAS which is the auto-compression device and Firehouse software. Next year he is planning on getting the inspector module for Firehouse. John Dubiansky is taking the fire inspector class in Manchester so he will be able to help him with that. Actually, it allows him to bring out through the platform of Firehouse, all the checklists and stuff like that and actually provides backup resources which is what that line would be.

"I Am Responding" renews annually and the air compressor that was replaced, for that value, that might be more realistic coming out of the equipment maintenance line than an actual contract.

Selectman Shute asked about the air tanks and how long they last.

Chief Fisher stated that the air packs that the department has, are 4,500 psi. They are advertised as 30-minute bottles. You can also buy 45-minute bottles and 1-hour bottles. Obviously the more you go, the heavier they are but even at 30 minutes, it really related to the fire fighters air consumption with the tasks that they are doing. You can shoot for that 30 minutes but somebody that is used to breathing on air more often and practices it more probably will do more than that but it probably averages 20 minutes. There is standard practice in the industry that the air pack has a bottle, you change the bottle, so that would be the second bottle which would be an hour of operation. The fire fighter goes to rehab and if cleared can go back.

Chief Fisher continued that they have enough spare bottles for one round of rotation of all of the air packs if they were used and then they are out of air. If all the fire trucks showed up and there were enough people to use everything, everybody could get through one round and then they are out of air. Then there is also Raymond, Candia, any town that comes in, they're going to use their air. He believed that Candia has 45-minute bottles but was not sure about everywhere else. 30 minutes is usually typical around this area.

How many certified fire fighters does the town have that actually put on a bottle and go into a house was asked by Selectwoman McHugh.

Chief Fisher stated that he didn't have a roster in front of him so it will be shooting from the hip but would comfortably say, fourteen or fifteen if they are all available and around and active.

Chairman Pitman asked if there were any other question but everyone was all set.

Chief Fisher stated that a few months ago, he thought the time before last when he was before the Board, he mentioned that he didn't know how it would work about surplusing the stuff in the storage unit out back and the hose tower. Fire prevention week is starting this Sunday, October 6<sup>th</sup> and runs through October 13<sup>th</sup> and was considering doing an open house in the afternoon of that Saturday but a work detail in the morning which would be October 13<sup>th</sup>.

He didn't know what the process would be to get a few reps from the Board down to the station to review what was in the storage unit so things could find a new home whether it's the transfer station or somewhere else.

Selectman Shute asked what day Chief Fisher was talking about to which it was answered the morning of October 13<sup>th</sup> which is next Saturday.

Chief Fisher stated that they would be cleaning up a little bit and then having an open house in the afternoon.

Vice Chairman Robertson stated from his point of view, whatever you tell the Board what you don't need that you would like to surplus is what he thought needed to be surplused not knowing much differently.

It was asked what time would the Board need to be there to which Chief Fisher stated 9:00 am so that they could review what has been dug out.

Chairman Pitman stated that he did have a question and didn't know if this is the place to bring it up but two people have asked him where the old compressor went.

Chief Fisher stated that the old compressor was replaced in the fire house and he had interest from one individual in the old compressor but he would guess it would fall in the surplus as to what the process is.

Chairman Pitman stated that he thought that they should because there was talk that maybe it could be used in another town building. He stated that he got two different calls about it and want to go to the source to find out.

Chief Fisher stated that he knows that it is sitting out behind the fire house. He believed the building inspector assisted with his little tractor when that was replaced to get it out back. Chief Fisher stated that he was doing inspections at the fair on Wednesday so he wasn't there when it was replaced. He knows that it's under a tarp out back.

Chairman Pitman stated that it is available to be supplused properly to which Chief Fisher stated yes.

Selectwoman McHugh stated that she thought that the replacement was supposed to be a stand-up tank.

Chief Fisher stated that originally, the ones they were looking at were but by the time that they had finalized the one that he was looking at for the \$5,200.00 with install, that brand was no longer available from the company. The other ones that they supplied were splash lubricated and not pressure lubricated. The recommendations he got from the building maintenance supervisor and the building inspector were pressure lubricated. They had offered the model we have now which is oil-less at the same price that was loosed at for the 120-psi equivalent of what was being replaced.

He continued that he was a little hesitant from comments he had gotten about someone's past experience with oil-less. The individual did some research for him and concluded that 20 years ago, things have changed, there's less service life expectancy and would be the same and it keeps oil from going through the air lines to the trucks and also if they were ever to be so fortunate enough that they got a new station, a poly vent air system for the exhaust keeps everything a lot cleaner.

Selectwoman McHugh asked if it came in a stand-up version to which Chief Fisher answers that it's the one that they had in stock and that was equivalent to the 120 psi under 20-gallon unit that was being replaced.

Chairman Pitman thanked Chief Fisher.

Vice Chairman Robertson stated that before they are done with budgets, if the group doesn't mind, he would like to bring up the Library budget.

He continued that the Library trustees, several of them had asked if he could stop by their meeting and listen to their concerns about budgeting for the library and bring it back to the Board. He stated that he would and they are meeting tonight at 7:00 p.m. He thought the gist of the conversation is going to come down to is "does the Board consider the Library a town building that we take care of; does the Board consider the library a town building that we just take care of the exterior of or does the Board consider the town library to be the domain of the library trustees and they should be budgeting and taking care of it however they see fit.

He continued that he knew from his experience on the Board, they have done a little of both over the years. For a while, the library had their own maintenance person. They mowed their own lawn. They unplugged their toilets. They changed their lightbulbs, that sort of thing.

For a while, the town's person did that. He thought it has gotten confused over the years. The library trustees clearly have by statute, the right to maintain and run the building as they see fit completely on their own but it's always been a cooperative effort between the Board of Selectmen and the trustees. He thought the present Board of Trustees is just scratching their head a little bit as to how the Board might want to proceed and how they should be budgeting.

They also brought up, and he didn't know the correct terms but the fire inspection that the town had and the recommendations, they're concerned that there might be recommendations they are not aware of right now that they need to budget for and they want to know what the Board can offer them there as well. He didn't know if the group wants him to go as a sounding board and it back.

Chairman Pitman asked if they had a preference to which Vice Chairman Robertson stated that he didn't know. He thought that there has been a little bit of tension between them thinking maybe they can call and get ready to run down and do some stuff but it hasn't been budgeted for Ray to necessarily be doing much at the library and the other factor is raised at the 29 hours employee. He assumed that he wants to remain in that timeframe given his retirement status so they can't necessarily offer Ray an additional 15 or 20 hours.

Selectman McGarry asked what the split been in the past to which Vice Chairman Robertson stated for a while they had their own person. They have had a couple of people in a row that did snow removal, lawn mowing, painting, that sort of thing for them. He thought for the past couple of years prior to Ray, Mark Tibbetts overlapped and did what they asked him to. The highway department has helped out a little when they have had projects there like the front steps, for example.

The town has funded some of the projects. He thought that the French drain that was installed to help with better drainage was he recalled, supported by this Board and there has been talk about the slate roof repairs, off and on. They usually budget a small amount for that.

It has been sort of a hodgepodge and it's probably time to talk with the library trustees and figure out exactly how we'd like to proceed.

He continued that he thought the norm in most communities is that the Board of Selectmen worries about the exterior of the building and the grounds and leaves the interior and management of the library up to the trustees.

Selectwoman McHugh asked if there was a fire inspection issue in there. She thought that this would fall under the town if there were a safety issue.

Vice Chairman Robertson stated that the Library Board of Trustees is a unique animal as far as municipal departments go. They have their own set of RSA's and basically the town controls the bottom line of their budget but technically they are responsible for insuring the library maintaining the library, they are solely responsible for employee benefits, salary and everything else with the library. They have generally agreed that they would like to have their employees considered municipal employees and included in the health insurance, that sort of thing.

They can be as independent really, as they want to be.

Selectman Shute asked if we could make it interior and exterior so outside the building is our budget and interior is the directors?

Vice Chairman Robertson stated that he thought that they could certainly do that and there is also the possibility that we tell them, that they can use our people but the town is going to bill your department for the expenditures although that gets a little more complicated with Ray's part-time employee status who doesn't necessarily want additional hours.

Vice Chairman Robertson continued as for the fire report, he didn't know if there were any significant issues that either Mr. Harrington or Chief Fisher could speak about. He thought that was one of their budget concerns is that they are not sure if they should be budgeting to make specific improvements to the library based on fire concerns.

Chief Fisher stated that he was more concerned about the building maintenance line on his buildings and that is why he stayed to listen.

He continued that they had the fire marshal's office come in and assist in doing overall safety inspections of all of the municipal buildings here in the center of town.

There is quite a list of improvements that need to get done. His opinion, the ones that they need to focus on first or his recommendations for the town as fire chief would be start with those for detection and enunciation first. That way if there was a fire, we can know there is a fire, find the fire and get everybody out of the building.

Unfortunately, he had to leave to go to a fire in Barrington the day that the fire marshal's rep was here in this building and a few others.

Talking with Mr. Harrington, he'll be getting a letter to the Board with respect to basically agreeing with the recommendations from the outside contract of their town use of R.B. Lewis for system improvements as well as some comments from conversations that the fire marshal's office and himself have had in regards to where the town might want to start this list.

His feeling would be similar to how the George B. White was updated, if you will, we pick a list of safety priorities and work towards that.

There were concerns at the library that also need to be addressed and maybe if we pick a couple from the George B White and one from the Library as those are probably the more public places. The ones, if he remembers correctly at the Town Hall were less towards the top of the list because that building is already sprinklered. When you have a sprinklered building, a lot of the concerns are alleviated.

Vice Chairman Robertson asked Chief Fisher if off the top of his head, did he foresee anything that would endanger the library being able to be open or would thousands and thousands of dollars of expense that would have to be done immediately there.

Chief Fisher stated that he knows that one of the largest concerns at the Library would be a second means of egress out of the basement of the Library and getting into a historic building that's probably going to be an expensive maneuver. He thought that the first step, if he remembers correctly, there were some deficiencies in the basement and with the alarm system in general with detection and notification so that might be the first step.

If there was a fire, people could find it and get out first and then work on a way to possibly modify a second means of egress out of the basement.

Vice Chairman Robertson stated that he assumes that they get input from R.B. Lewis, they will have some rough idea of costs.

Mr. Harrington stated that this is where they are now, the town has a full list of their recommendations for every building including the library. What the town is waiting on is individual cost out detail of each of those improvements. He continued if memory serves him as he doesn't have the list in front of him, he knew one of their primary concerns was the lack of a pull station at the library and enunciation as Chief Fisher previously pointed out.

At the time the inspection was done, they were using one of the rooms as a public reading room and he believes that Karen has since, before she departed, stopped the public use of that building. That was the main cause of the concern which was having no second means of egress out of that room. He thought that they have left it to just the public room with the access out the back towards the elevator and it's, and Mr. Harrington agreed with Chief Fisher, the town needs to prioritize what are the biggest concerns to work down the list.



Selectman Shute asked if the Library was sprinkled to which Chief Fisher stated that he believed that the only municipal building that sprinkled is the town hall other than the school.

Chief Fisher stated that another one of the concerns was a sprinkler over the furnace which is common in residential applications. The furnace down in the basement needs to be sprinklered or the room fire rated.

Chairman Pitman stated he had found his note which was regarding the highway department wondering if they could get the compressor for down in the new building down back. They wouldn't have to run vehicles up front to put air in tires and that sort of thing. He asked if Chief Fisher could check with the highway department regarding the compressor.

Chief Fisher stated that would be similar to the generator when we can get a hole in the back wall and remove the existing generator and get a plan to fix the mold and the roof in the back of the station. That would certainly be easier just to keep it within the town.

#### **Regular Business:**

##### **Review of outstanding minutes of 9/24/2018**

**Motion:** Selectman McGarry moves to approve the minutes of 9/24/2018 as prepared

**Second:** Selectman Shute

**Discussion:**

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

##### **Accounts Payable Manifest - \$63,695.63**

**Motion:** Selectman McGarry moves to approve the account payable manifest

**Second:** Vice Chairman Robertson

**Discussion:**

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

##### **Personnel Action Requests – Parks and Rec**

**Timothy Hauser – staff and after school program at \$8.00 per hour**

**Alisha Papalardo – after school staff at \$8.00 per hour**

**Motion:** Vice Chairman Robertson recommend that the Board authorize the Chairman to sign both personnel action requests and note that both are new hires for Parks and Rec

**Second:** Selectman Shute

**Discussion:**

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

Selectman McGarry asked if these hires will help families get their children into the after-school program to which Selectman Shute stated yes.

Mr. Harrington stated not completely but it did take some children off the list. The town is still in the process of hiring more staff.

Selectman Shute stated that part of the issue is that they can work only so many days a week so you can't take them for five days because the staff is flexing.

Chairman Pitman stated that the only other correspondence that he has is Matthew Fisher, upon recommendation of the Board of Selectmen and further approval of Forest Ranger Mike Matson, we hereby appoint you Forest Fire Warden for the Town of Deerfield with the term ending December 31<sup>st</sup>, 2021.

#### **Town Administrator's Report:**

Mr. Harrington stated that he had a number of items and changes to the budget presentations if the Board would like to make a note of this.

He was asked by the town clerk to move the town meeting election to the October 22<sup>nd</sup> meeting for her budget review. Emergency Management, Welfare and Social Service agencies also to move to October 15<sup>th</sup> instead of what's in the Board's schedule.

#### **Unfinished/New/Other:**

Selectman McGarry stated that he was making a trip to Raymond on Saturday around 10:00 am and came to the intersection of Route 107 and Cotton Road and obviously with the great weather that had, there was all kinds of people going to the fair but there was nobody there at that intersection and handling traffic control and the traffic was backed up from that point to the self-storage buildings in Raymond on Route 27.

Chairman Pitman stated that people called and stated that the traffic was backup up to Radio Grove.

Selectman McGarry stated that it was past Radio Grove. He didn't know how much having somebody there would have helped out with that traffic but it just surprised him that there was nobody there to handle the traffic and try and have traffic move a little bit better than what it was moving.

He asked if that would be something that the fair would be submitting to the town's chief to review to which Chairman Pitman stated that the police chief heard about it.

Chairman Pitman stated that the good weather just turned things and they didn't have the manpower for.

Selectman Shute stated that it seemed that they weren't at the intersections. There was no police or sheriff's presence at the intersections getting people in and out. Usually there is somebody at all the entrances and Selectman McGarry stated that he noticed that late Friday afternoon, early Friday evening coming out whatever gate it is that's downhill by the horse pull. There was absolutely nobody there at all and in the past, there has been people there.

Selectwoman McHugh stated that that was a dangerous hill and they were scared about putting somebody there. They weren't supposed to be bringing that much traffic down through there. She didn't know if that was the issue. It's a dangerous spot.

Vice Chairman Robertson stated that they did have someone there on Sunday.

Chairman Pitman asked for Selectwoman McHugh to bring that up at the next fair director's meeting.

Selectman Shute stated that he would like to follow up on the tailgate trunk or tree. This year the town is requiring or asking residents to get sticker which they can get at Deerfield Parks and Rec. They are going to try and restrict it to Deerfield residents only and also a time to come in, set up and go out. It's not going to be a free in and a free out. People are going to have to wait until the place is closed and allow people in and out. There will be a police detail there too to help try to control it and see how it goes this year with getting a sticker to get in and out.

Selectwoman McHugh asked who was giving the sticker to which Selectman Shute stated that it would be Parks and Rec. Selectwoman McHugh stated that you had to go see Parks and Rec, get a sticker. You won't be driving up to Trunk or Treat and ask for a sticker. It needs to be gotten prior.

Chairman Pitman asked to get the work out to the town's people to which Selectman Shute stated that it's out there now.

Mr. Harrington stated that the sticker is actually a dashboard card. It's a piece of paper that explains the time, all the parameters of how to get in, when the gate will be closed and that they need to have this ticket in order to get in.

Vice Chairman Robertson stated that there has been a pretty thorough discussion.

Mr. Harrington stated that it has been posted on just about every social media page we have. It's on the town's website.

#### **Citizen's Comments:**

##### **Ms. Cady – Old Centre Road**

Ms. Cady stated that she had two things.

The social media for the town. She didn't know who was suppose to keep the website up to date but she goes in and she looks and there was a posting for a position open from 2015 on one of the Boards.

It is just not being kept current and maybe we need to assign a job to a person to make sure that it's done.

Where to get help in an emergency on the town's website because people that needed water when last year's storm hit didn't know where to go to get water.

Ms. Cady stated that Selectman McGarry may have had trouble but it took her an hour to go from Roger Harkins house down to the store and she went through the parking lot and she couldn't believe that there was no police officer at the intersection of Route 43 and Route 107.

Route 107 was backed up to Jack Sullivan's old place and she couldn't believe no police officers at these intersections. She didn't know if that was the fair's responsibility or the towns but she believed the town should have been responsible for any main road or intersection. It was an hour of traffic sitting bumper to bumper and people giving up and turning around and going back to Northwood. It was scary as you have cars that are coming and you got a car that's turned out of the line across the road. It was just awful.

She thinks the planning should start now as to who is going to be responsible for the intersections in Deerfield and how is it going to be handled. Are we going to put on extra police or whatever? It needs to be done. That was unbelievable.

Thank God she could go through the store parking lot and go up the road and get onto Old Centre. She had gone to Portsmouth to get her glasses and couldn't believe at 2:00 in the afternoon, traffic was backed up to Roger Harkins. That was Saturday.

Selectman McGarry stated as a follow up to what Ms. Cady said, he had somebody from Durham who had stayed in line on 43 for 20 minutes and just gave up and was one of the people turning around and heading back because of the traffic.

Chairman Pitman stated that it will be discussed, he was sure.

**Motion:** Vice Chairman Robertson moves to adjourn at 6:29 p.m.

**Second:** Selectman Shute and McGarry

**Discussion:**

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

**Next Meeting: Monday, October 15, 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*