

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
December 17, 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

Gary Duquette, Chief of Police

The Chief was at the Board meeting to present a proposal to create their IMC system, which is their **(too much shuffling of paperwork and couldn't hear Chief Duquette)**... management system.

He stated that he laid everything out and didn't know if the Board had a chance to look at it or if they wanted a brief overview to which Chairman Pitman stated that it would be appropriate to give some brief information.

Chief Duquette stated that IMC has different levels and Deerfield is at the low end. He stated he would like to go up to the next level. He stated that Deerfield is currently an independent, in-house system, it is just theirs.

What Chief Duquette stated he would like to do is to consolidate with Rockingham County Dispatch which is what this next level does for them. It does a whole lot of things for them. Financially, it saves the department a little bit of money in the long run because right now they pay \$6,500.00 annually, for the maintenance fee and by going to the proposed system, it drops it down to \$3,973.00 because the regional dispatch ends up absorbing some of the maintenance costs.

Dispatch does all the upgrades required throughout the year which Deerfield's IT guy right now struggles with a little bit because it is a very complicated, messy, system. They would just have the people that actually know the system well, taking care of it.

The whole, "eCrash", eCitation", thing, which is electronic citations, electronic accident reports, they have the equipment for it which was bought when they replaced the laptops and the cameras. The state is about ready to roll that out. They need to be the next level of the system to be able to utilize that.

It will give them a whole lot more information. Instead of just being confined with what they have in their in-house, in the station, there is a hub, a county-wide hub. If they deal with someone on an arrest, they can look at other departments to see what they have done with them.

That is where everyone is headed. Northwood, Candia just went through it last year, and knows that Nottingham has a warrant article to go into it in 2019, Raymond and of course the bigger departments out at the coast.

Chief Duquette stated that he submitted a copy of the proposal. It is initially a \$12,000.00 fee to get into this and he stated that he currently has it in his budget at this time to do it now. He stated that he is not looking for any extra money but just to be able to utilize current funds that are in this year's budget.

He also submitted a copy of the contract and if the Board were to agree to this, Chairman Pitman could sign it tonight. He stated that this was it pretty much in a nutshell.

Chairman Pitman asked if there were any questions from the Board.

Motion: Vice Chairman Robertson moves to authorize the Chairman of the Board to sign the contract for \$12,318.75 for the IMC upgrade that the police chief explained to the Board

Second: Selectman McGarry

Discussion: Vice Chairman Robertson stated that he thought that by tying it into county dispatched directly, especially since Rockingham County has updated the complete works for the county within the last two years, it makes sense to him.

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

Ms. Cady asked the Chairman to repeat the amount of the upgrade to which Vice Chairman Robertson stated that it was \$12,813.75. Ms. Cady also remarked and asked if she understood that the amount would be for next year's budget to which Chief Duquette stated that he had money left over to be able to do it this year's budget so that he wouldn't need to ask for any in next year's budget.

Ms. Cady again asked if Chief Duquette stated that it was budgeted for next year to which Chief Duquette stated that it wasn't budgeted for next year. This is brand new.

Chief Duquette stated that they have an annual maintenance fee that is budgeted every year and that is going to drop \$2,500.00 a year once they get this new system. Over time it will pay for itself.

Chairman Pitman asked the Chief if he had anything else to which he stated no.

Chairman Pitman stated that the contract had been signed by the Board and was ready for him to implement.

Regular Business:

Review of Outstanding Minutes from 12/10/2018

Motion: Vice Chairman Robertson moves to approve the minutes from 12/10/2018 as presented

Second: Selectman McGarry

Discussion:

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

Chairman Pitman asked if everyone on the Board is okay with the 2019 Selectmen Meeting Schedule to which Vice Chairman Robertson noted that the Board always posts this schedule annually and adjust as necessary with the proper amount of notice moving forward.

Payroll Manifest - \$64,716.08 (gross), \$51,363.79 (net)

Motion: Vice Chairman Robertson moves to approve the payroll manifest

Second: Selectman McGarry

Discussion:

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

Accounts Payable Manifest - \$79,982.99

Motion: Vice Chairman Robertson moves to approve the accounts payable manifest

Second: Selectman Shute

Discussion:

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

Chairman Pitman stated that the Planning Board moved to appoint William Perron, of 101 Perron Way to the Planning Board at their December 12th meeting.

Motion: Vice Chairman Robertson moves to approve the appointment of William Perron as a returning member of the Planning Board

Second: Selectman McGarry

Discussion:

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

Chairman Pitman stated that it has already been signed and looked at, the purchase of 5 North Road by the Deerfield Historical Society and voted on for the abatement of \$5,560.90 and it was determined that the Deerfield Historical Society had taken their part out of the closing costs so this amount is correct.

Motion: Vice Chairman Robertson moves to remove the abatement request for the Deerfield Historical Society from the table noting that the Town is abating 2018 property taxes in the amount of \$5,560.90
Second: Selectman McGarry
Discussion:
Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Two Parks and Rec Personnel Action Requests – Pay rate going from \$9.84 to \$10.80

Haley Stevens and Morgan Mahoney

Motion: Vice Chairman Robertson moves to authorize the Chair to approve the Personnel Action Requests from the Parks and Recs Department
Second: Selectman Shute
Discussion:
Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Emma Blackhorn Mags Cannell Angela Popperlardo
Brandon Camire

Will be going to the \$10.00 range

Motion: Vice Chairman Robertson moves to authorize the Chair to approve the Personnel Action Requests from the Parks and Recs Department as noted
Second: Selectman Shute
Discussion:
Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Vice Chairman Robertson asked the chairman if any of the above were new hires to which Chairman Pitman stated no, that they were being moved up from a lower rate.

Selectman Shute stated that there are three more new hires coming.

Unfinished Business:

Town Surplus Policy:

Chairman Pitman stated that it was ready to go if everyone was in favor of it.

Motion: Vice Chairman Robertson moves to accept the new policy on disposing surplus property as presented to the Board this evening.
Second: Selectman McGarry
Discussion: Chairman Pitman stated that this policy is something that the town can get started with and it can be fine-tuned down the road. At least there is something in writing.

Vice Chairman Robertson stated that the way that it is spelled out in the policy, it gives the Board the options as were spelled out such as public auction or bid or the other couple of things that are included in the policy so the Board could proceed with any of the arrangements that were discussed as a Board in the agreement
Vote: Yea 5, Nay 0, Abstained 0 – Motion Carries

Town Building Fire/Security monitoring RFP

Chairman Pitman asked Board members if they had a chance to look at it. He also asked Mr. Harrington if it were something that should be done now or should they just keep monitoring and bring it up to date at a later time.

Vice Chairman Robertson stated that they clearly wanted to have it in time for the budget. He continued that they could move forward with the budget with a number that could be solidified once the RFP is done.

Mr. Harrington stated that just to revisit this, initially they did get a quote from R.B. Lewis to take over the monitoring only for the same price as the current monitoring company is doing.

When they went out to seek another bid, that particular vendor sent back a quote with the upgrade as well as the monitoring and that is the only way that they would take over the contract.

One of Mr. Harrington's responses to Selectman McGarry was is that if they moved forward with this request for proposals, as is, the Board needs to decide if it's for monitoring or for the upgrade as well. The upgrade was well over \$11,000.00 or maybe higher depending on the type of equipment. There was no specification on how much needed to be replaced.

So, his question was, does the Board just want to go forward with monitoring for now and possibly do another RFP in the coming year but it would need to be in the budget. There isn't enough in the budget right now.

Chairman Pitman asked Vice Chairman Robertson when they would need to know for the budget to which he replied that they had their last regular meeting probably tomorrow night to talk about the town but certainly before the public hearing.

Chairman Pitman stated that he thought now would be a good time because the Board doesn't know what the costs would be and then they could make that decision. He asked Mr. Harrington if he had everything to send out the RFP to which Mr. Harrington stated that he did not at all.

Vice Chairman Robertson stated that Mr. Harrington needed to know if they were going to go with just the monitoring or the other option.

Mr. Harrington stated that if they are just doing the monitoring, he has the quote that will stay the same as Skycomm.

Chairman Pitman stated that they should put it out to bid. Mr. Harrington stated that the second quote that they got wouldn't do it without the upgrades.

Vice Chairman Robertson stated that in light of the increase of the present budget, he would be in favor of continuing monitoring what they have in the immediate future and not doing the upgrades. He stated that this was just his opinion. He stated that they are up significantly on the budget.

Motion: Vice Chairman Robertson moves to get three quotes for fire/security monitoring

Second: Selectman McGarry

Discussion: It was noted by Vice Chairman Robertson that some of Selectman McGarry's edits could be put into the new piece for the monitoring.

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

Mr. Harrington asked if he was to get quotes or put out an RFP to which Vice Chairman Robertson stated, an RFP.

Chairman Pitman stated that last week there was a question on the yield sign up on Parade Road and asked if anyone had any more info.

Vice Chairman Robertson stated that he liked the combination of the road agent and the police chief's final comment. He didn't think it would be appropriate to put LED lights or any form of high visibility lighting in the historic parade on Nottingham Square. He suspected that they would hear from some other residents just as vehemently as the last resident that spoke about it.

The other thing that he stated he would caution on that is he talked to the police chief a little bit about the cost of the yield signs with LED lights on them and they are in the \$1,000.00's for the solar array to operate them in most cases.

The combination of what the road agent and the police chief are recommending would be a good way to go to increase visibility.

Selectman Shute stated that the new traffic signs have a more reflective feel to them.

Chairman Pitman stated that she didn't specify night versus day but it seemed like there were a lot of daytime issues. This would be great to give to her as what the road agent came up with.

Chairman Pitman asked if the Board should notify Mr. Harrington that they are in agreement with the chief and road agent.

Selectman McGarry stated that certainly the sign that is out there is faded and other board members added that they thought it was faded and a little bit twisted.

Mr. Harrington added that they are going to add an upgraded, newer sign and angled more towards the traffic.

Vice Chairman Robertson stated that he thought the road agent also mentioned a secondary sign on the post below the traditional yield which would be a "Yield to Oncoming Traffic" sign.

Letter from the Joint Loss Management Committee to the Board of Selectmen

Vice Chairman Robertson read the following letter into the record.

"Following an inspection, which is mandated, of the town properties (G.B.White Building, (the assessors suite, the tax collector's suite, police department, Parks and Rec Department. They also went to the town hall and through the highway building and the fire departments on Church Street and Birch Road. They went through the Philbrick James Library and they also visited the transfer station as well as the GBW playground, Veasey Park, Bicentennial Field and the Hartford Brook field.)

They came up with eight recommendations following a standardized checklist that they use.

1. G.B. White Building – replacement of old and discolored ceiling tiles throughout the entire building.
2. Update of panic button systems available to town employees
3. Improve signage at all playgrounds, parks and ballfields
4. Upgrade barrier system and signage at the transfer station
5. Improve rinse stations at the transfer station
6. Repairs to the stairway, landings at Bicentennial Field
7. Storage container for chemicals at fire departments
8. Additional space for fire and police departments per Primex reports

Attached is the 2018 JLMC inspection checklist.

The JLMC would like to recognize the building supervisor, Ray Ellis, for his diligent and thorough work in improving the town's properties.

Respectfully submitted by Denise Greig, Chair of the Joint Loss Management Committee"

Vice Chairman Robertson stated that he didn't know what actions they could take specifically except to try utilize these recommendations as they move forward with building maintenance and improvements that are made.

Selectman Shute stated that he would be curious as to what improvements to signage for the parks and ballfields were and Selectwoman McHugh stated that they had already started with putting up the "Children in Road", and that type of sign.

Selectwoman McHugh stated that she worked with the JLMC and she stated that she was really concerned with the barrier system at the transfer station.

She continued that if they got something on them, they don't have a place to rinse off either. They do have the eye wash station but it won't be enough.

Vice Chairman Robertson stated that there is not running water at the transfer station.

Selectwoman McHugh stated that the list just needs to be prioritized and Chairman Pitman stated that they had the list and had something to work with.

Selectman McGarry asked what the barrier system was and Selectwoman McHugh stated that it is a bunch of bedframe/bed rails and put up so that people can't fall into the compactor. There really isn't any type of fencing up there. She continued that they pulled a dog out of the compactor one day.

Vice Chairman Robertson stated that certainly the glass and the aluminum bins would be easy to fall into if they got off balanced, particularly if they were trying to get up over the chain.

Chairman Pitman thanks the vice chairman for reading the report.

Town Administrator's Report:

Mr. Harrington stated that he had several items for tonight.

Mark Young wanted him to report that all the red street signs at Pleasant Lake have been installed.

In the Board's correspondence packet, they had a notice that the Emergency Management Performance Grant was approved for the fair.

Vice Chairman Robertson asked if the amount was \$5,000.00 to which Mr. Harrington agreed.

Mr. Harrington continued to stated that they all got a copy of the statute that talks to wood-fired outdoor furnaces that was brought up at the last meeting and he also asked the building inspector to go out and do some spot checks, specifically the one down on Route 107.

His report back, and he checked with four owners, and according to the RSA, none of them are in compliance and the four that he talked to stated that they weren't properly notified as the RSA states currently.

Selectman McGarry asked if they knew if they were a Phase 1 or a Phase 2 burner or boiler to which Mr. Harrington stated that he would have to the building inspector again.

The Phase 2, which is supposed to be cleaner burning than the Phase 1, calls for a minimum of a setback of 50 feet from all property lines and the one that is there now, does not meet that.

Mr. Harrington stated, as the building inspector indicated, none of them were in compliance with the RSA's.

Selectwoman McHugh asked if they needed to have a permit to put the furnaces in to which Mr. Harrington stated that if she were to read the RSA, there is a form that the state has to provide and is supposed to be filled out by the seller to the buyer upon the sale or purchase and that is suppose to be kept on file for three years.

Mr. Harrington continued that where he is seeing a gray area is a purchase and sales between not a registered or retail seller but more of an individual seller to another individual, there doesn't seem to be any monitoring on that.

Chairman Pitman asked Mr. Harrington if he asked if the building inspector had spoken to the people at Dewey's Farm to which Mr. Harrington stated that the building inspector is not the person that oversees this but it is actually NHDES that oversees the statute.

Selectman McGarry stated that, supposingly, the town has authority as well.

Mr. Harrington stated that what he has read in the RSA, the town can augment the current restrictions but not to the point where it prohibits someone from installing them.

Right now, the setbacks are 150 feet depending on what phase you are installing. They can be adjusted but not so to make it impossible for someone to put one in.

It clearing says who has the oversight of the RSA.

Chairman Pitman asked Selectman McGarry to continue to look into this some more. He stated that he would check with the person in charge of this the next day.

Mr. Harrington stated that he would like the Board to start to think about the possibility of rekeying the town hall. They are continuing to have issues where Ray Ellis is unaware that there is anybody suppose to be in the town hall and yet goes in over on a Monday after a weekend and it's clear that somebody has been in there. Trash has either not been taken out or things are left dirty in the sink. At this time, not knowing who has a key and what access, it makes it very difficult to secure the building. He continued that he didn't know of another way of securing it other than starting over with keys.

Chairman Pitman asked if Mr. Harrington could get the Board a quote by Thursday, the 27th to which he stated yes.

Vice Chairman Robertson stated that he would definitely be interested in doing that there are some historic artifacts and that sort of thing in the building so they really need to take care of it.

Warrant Articles:

Warrant Articles 1 and 2 were done at last meeting. Vice Chairman Robertson stated that they could start with Article 3. He continued that they haven't gotten hard and fast numbers back yet from Steve Keach or the architect but he thought he had mentioned up to \$50,000.00 to be used for preliminary engineering and design and it seems likely after talking with Steve Keach that it would be much less than that. Steve Keach is getting an exact proposal as is the architect and as soon as he has those exact numbers, he will bring them to the Police Department Building Committee and the Board for insertion into the budget.

Chairman Pitman asked if they would wait until they get the numbers so that it will be correct. Vice Chairman Robertson agreed and stated that he should have them this week.

Warrant Article 4 \$50,000.00

Replace and Establish Fire Equipment Capital Reserve Fund

Vice Chairman Robertson asked if they could get Chief Fisher to chime in on this warrant as was their discussion last week. The Board had stated that they wanted to know the difference between apparatus and equipment.

Chairman Pitman asked Chief Fisher to give a highlight of the differences.

Chief Fisher stated that number 4 was the fund that was started back in, well it was how they were able to start funding when they bought Engine 4. He believed that it was a little **(COULDN'T HEAR AS THERE WAS TOO MUCH WHISPERING OVER THE SPEAKER)**.

Chief Fisher thought that \$90,000.00 was put into the fund each year for a few years and then they did a lease, purchase for Engine 4. They have been funding the \$50,000.00 since towards fire apparatus with the same idea that at some point there is going to be the next round of air packs that will come out in the next few years and will be looking for funds to buy that equipment.

Chief Fisher continued to say that one thing to note with that \$50,000.00, Engine 4 back in 2012, cost \$440,000.00 and according to vendors, that price goes up approximately 35% a year. So, if it is \$400,000.00, the town is looking at \$20,000.00 a year of increases so they are not gaining but just putting in funds to offset the future costs but that he thought that the \$50,000.00 would be a value to keep for the time being.

When they go before the town to replace another piece of equipment, he would like to purchase something like we did with Engine 4 to keep the costs down.

Warrant Article 5

Chief Fisher stated that the intent of this article was to be approved last year and found out that there was some language that was lacking in the warrant article. One difference between last years and this year, is that it comes from the unassigned fund balance.

Vice Chairman asked if there was more money last year to which Chief Fisher stated that it was originally \$64,000.00 which included some carryover money from when they put in the cistern behind the town hall but that he went to deliberative session and asked to reduce that.

Warrant Article 7

Chief Fisher stated that how it was explained to him when the fund was established, above and beyond vehicle and equipment maintenance expenditures.

Earlier in the year, he spent right around \$14,000.00 out of the fund for the motor work on Rescue 2 and some work on the Tahoe at the beginning of the year.

Warrant Article 8

Chief Fisher stated that article 8 is the rescue vehicle capital reserve fund. He believed in the past that has gone towards the "Lucas" and the "LifePack 15".

Selectman Shute stated that he was wondering on number 7 if that was more of a maintenance fund and should they put in more because they read almost the same so maybe they could change it to "Fire Department Vehicle and Equipment Maintenance Expendable Trust Fund".

Chief Fisher stated that for some reason in the back of his mind, when the fund was originally established, he was guessing that it didn't have the word maintenance in the article and that is the impression and understanding that he has had with the fund from when Chief Tibbetts established it. He didn't know if a word got changed in the past.

Vice Chairman Robertson stated that he was in general agreement of keeping these warrant articles but that he didn't want to go overboard with capital reserving money for future use but he thought that these amounts were reasonable and will help ease the pain when they need to do something.

Chairman Pitman stated that they are all good with the exception of the police department engineering costs.

Chief Fisher stated that he wanted to follow back to a couple of topics that they had discussed earlier in the year.

The first one, actually ties into the warrant articles which is the Tahoe in regards to replacing it. Currently the 2019 state vehicle prices weren't out when he touched base with the purchasing manager. They can even figure where prices were going to even fall for 2019. They did give Chief Fisher a hint that they will be \$5,000.00 to \$6,000.00 more than this year's prices. He couldn't speak as to why. It is a big increase just on the vehicle alone.

Chief Fisher stated that he reached out to a few vendors for the lighting, communications equipment and so forth and it is looking to be around the \$52,000.00 to \$60,000.00 price range.

He continued that he didn't know how the Board wanted to proceed with this. He would hate to take that much money from the capital reserve fund all in one year as it is a big chunk. He didn't know if the Board would entertain a three or a five-year lease and purchase to offset the costs and he didn't know how that lease/purchase would proceed. He knew that it has been a few years since the fire department did one so he is looking to the Board for guidance on that.

Vice Chairman Robertson asked Chief Fisher if he had a rough idea when the 2019 bid price might be available and Chief Fisher stated that he sounded like it would be either this week or next week. He stated that he checked again today and they weren't posted.

Chairman Pitman asked if there was any chance of getting a 2018 to which Chief Fisher stated that there was not.

Chief Fisher stated that when he talked with the 2018 dealer who is out of Nashua, if the town were to have ordered one, it would have been a 2019 model anyway.

Vice Chairman Robertson stated that why he was asking that is that the cutoff for warrant articles is January 9th, 2019 so if it were to be presented as a warrant however it was to be purchased, they would need some hard and firm number or some hard and firm proposal from a dealer that they could incorporate into the warrant article or capital reserve should they go that way.

Chairman Pitman asked Chief Fisher if he could get that and he stated that he would try to meet that deadline.

Chief Fisher asked the Board their feeling. The money is there in the capital reserve fund for apparatus and equipment but he would rather not take that away.

Vice Chairman Robertson stated that he liked the idea of a lease/purchase or if there was some finance program available, he would be comfortable using the capital reserve. If they were going to be looking for \$55,000.00 to \$60,000.00 in one fell swoop, he would be more comfortable going with a warrant article but that was just his opinion.

Chairman Pitman stated to Chief Fisher to get the figures and that they were meeting on the 27th of December. If he got figures by then, they would certainly slide him in.

Chief Fisher stated that he would touch base with the individual and see if that information is public yet. He hopes that the holiday doesn't mess it up next week.

Vice Chairman Robertson asked Chief Fisher how old the Tahoe was to which the chief stated that it was a 2004 so it is 15 years old.

Chief Fisher stated that the only other topic that he wanted to touch base on, the last time the chief was at a board meeting, they talked about the Cascade System that they were replacing. He was asked with coming up with prices of the estimated value of the compressor.

When the chief talked to Jim down at United Divers, he gave him an approximate value of \$1,300.00 and that they may be able to get a couple hundred dollars for the 4000 psi bottles.

He didn't know where it would fall in surplus this unit. He stated that he has heard from other departments on the seacoast that don't have a cascade system at all and whether we want to donate it to a department.

Chairman Pitman stated that he thought that they should get a credit for it or sell it.

Selectwoman McHugh asked the chief if he got an email from the state office about different departments selling different equipment. She stated that she was told that there was a bulletin that an email goes out to all the fire chiefs to say, Deerfield has this cascade system for sale, or another fire chief calls him.

Chief Fisher stated that he hasn't personally seen that email list. He stated that he did reach out to the mutual aid group that Deerfield belongs to asking for some feedback as to how their departments surplus equipment. The only response I got was from South Hampton who was interested in Deerfield's cascade unit but no actual response as to how they donate equipment. The secretary responded that other departments have donated their equipment to South America or other countries but no real response from his request for feedback.

The other group would be the N.H. Fire Chiefs that he could send an email to them as an advertisement.

Selectman McGarry stated that this might be the way to go and Chairman Pitman stated that this item would be something that wouldn't go into the auction.

Chairman Pitman asked if the chief could seek out any information to see how they could get some type of compensation for it as they really aren't in the donating business.

Chief Fisher asked if the Board wanted him to put together some kind of advertisement and put it out through N.H. Fire Chiefs and see what kind of feedback is gotten. Chairman Pitman replied yes.

Selectman McGarry stated that Mr. Harrington had reminded him about the fire works issue and he stated that he did some checking and found an ordinance from the town of Chesterfield. Basically, it has specific periods of time when fire works are allowed but that there is a time limit on those fireworks.

Beyond that, it would require a permit to be issued in order for anyone to light off fireworks and interestingly, when you check the statutes, it authorizes the town meeting or the Board of Selectmen to establish the ordinance. Unlike other ordinances, it doesn't need to be voted on by a town meeting. It can be adopted directly by the Board of Selectmen after a public hearing.

He continued that he had the sections of the statute there which his thought was to make a copy for the other board members of that section of the statute so that everyone can take a look at them and then decide how the Board would want to proceed.

Chairman Pitman stated that this could be something that they could look at now and discuss after the first of the year to which Selectman McGarry agreed it could.

Selectman McGarry stated that there is no real need to rush it at this point.

Chairman Pitman asked for any other old or other business from the Board.

Vice Chairman Robertson stated that it's either other or new business but the Board hasn't discussed whether or not they are going to do cost of living adjustments this year and if that's something that the Board wants to do, they would have to discuss it sooner rather than later.

General research that he has done, any towns that are doing it, are in the vicinity of 2.0 to 2.3 percent. Union towns such as Raymond or Manchester, pretty much have a 2.5 percent COLA built in to their contracts. He didn't know what the Board's thoughts were on this as to either include it in the budget or do a warrant article or none.

Selectman McGarry stated that he thought 2.0 percent sounded in the ballpark with what other towns were doing to which the vice chairman agreed. He stated that they have always been able to find that 2.5 percent figure in union contracts of towns nearby.

Vice Chairman Robertson stated that he didn't know if the Board would like to entertain a warrant article for that to which Selectman McGarry stated that since the budget is up so high that a warrant article would be the way to go.

Motion: Vice Chairman Robertson moves to offer a 2.0 percent COLA and to present it in the form of a warrant article.

Second: Selectman McGarry

Discussion:

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

Motion: Vice Chairman Robertson moves to go into non-public session under RSA 91-A:3, II (a). - The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her.

Second: Selectman McGarry

Discussion:

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

Chairman Pitman stated that no action was taken in the non-public session and would entertain a motion to seal the minutes.

Motion: Vice Chairman Robertson moves to seal the minutes of the non-public session

Second: Selectman Shute

Discussion:

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

Motion: Vice Chairman Robertson moves to adjust the police chief's salary, pending review of the surrounding communities, and bring it more into line with Deerfield's competing communities

Second: Selectman McGarry

Discussion:

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

Citizen's Comments:

Ms. Cady – Old Centre Road

The figure was stated as \$11,500.00, she believed, as the Board was talking low tonight so she couldn't hear as well. Presently Skycomm does the work and if the figure is \$11,500.00, the policy is that anything over \$10,000.00 needs to go out to bid so rather than an RFP, it should go out to bid for the security system.

Then she stated that she has asked several times, the Board has given out pay increases three times this year that weren't in the default budget.

In the Weare case, yes, it is only a superior court case, the judge ruled that if it weren't at the March meeting for people to vote, then they had to be given back and he made them give back \$63,000.00 so she would like to know under what authority that the Board is giving raises that weren't in the default budget last March? She stated that she would expect that she will get a written reply to that question.

Ms. Cady also stated that she called Mr. Harrington and stated that there are some board members that leave but that their materials never seem to get back to the body that they served. A lot of it stays when a board member leaves and with a lot of these boards such as the Conservation Board, Planning Board, they get books, lawbooks, which should be returned for the next board member to have rather than the town having to buy another book for the new member.

The discussion that the Board had by email, which he understood that Selectman McGarry sent out an email with comments and asking questions and then the Board comes in and makes a motion on something that the public has no idea what they are talking about because the Board never discusses what was discussed that was sent out by email and the Board members get. It's not fair to anybody to have the Board voting on stuff that the public doesn't know what they are talking about.

Finally, Ms. Cady stated that when she came in and looked through the manifest, Maureen Mann got a reimbursement for supplies totaling \$102.95. She stated that she looked at the bill and it was for a gift card and \$2.95 for a greeting card.

She then went to the Cemetery Trustees minutes and their meeting of November 8th had no vote for her to purchase anything, gift card or greeting card and the October 10th meetings have no vote for the same thing. She stated that they haven't had this month's meeting because they meet on the third Wednesday so they would be voting after the fact.

It is illegal to spend money without a vote. One person cannot act for the whole body. It would in fact seem, that the town has various departments that think it's okay to vote the taxpayers money to get a gift and she realizes that some of these people that we give gifts to may have been great but it got out of hand a few years ago. She brought up the fact that Police Chief Greeley had spent \$150.00 to send flowers to the police chief who died in Greenland funeral. Then they had Mark spending \$1,500.00 for the purple banners with no vote and yet the Board just voted and paid a manifest knowing this stuff is going on.

The Board had an illegal expenditure by a cemetery trustee chairman. She had no right to spend \$102.95 for supplies. It wasn't supplies, number 1. It would be miscellaneous or it would be a line in the budget that you are using for gifts.

She continued that she suggests that the Board get a policy back that the Board is not supposed to use the taxpayer's money to give out gifts. You would give awards such as the plaques you buy when someone has served a number of years or when the board gives out \$100.00 for someone that has served five years or tens years and so forth.

She stated that the Board has an illegal expenditure under the Cemetery Trustees and there are a few others that go under other departments. She stated that she reads minutes and if the Board had read the minutes, they would have known that there was no vote to expend that money. She would like to know what the Board is going to do about it and that the Board could write her that answer.

Chairman Pitman asked Mr. Harrington if he had that.

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

Second: Selectman McGarry

Discussion:

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

Next Meeting: Thursday, December 27, 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*